



VACANCY ANNOUNCEMENT NUMBER:		48 CES VA19 RPA 484328								
OPENING DATE:	17 September 2019	CLOSING DATE:	16 October 2019							
POSITION TITLE:	ACTIVITY MANAGEMENT PLANNER (Interdisciplinary)	PAY:	£18.11 per hour							
PAY PLAN:	S-08XX(91)-12	CATEGORY	37.50 hours per week							
LOCATION/ACTIVITY:	RAF Lakenheath									
BENEFITS:	Benefits include paid annual and sick leave and opportunity to join Group Stakeholder Pension Scheme. For additional information contact the LNDH team on 01638 544955									
DESCRIPTION:	<p>You will serve in the Operations Flight as the Activity Management Planner (AMP) providing detailed data analysis for planning, budgeting, executing and assessing investment programs. As the AMP Manager you will be responsible for planning, budgeting, executing and assessing investment programs and overseeing and collating data from the relevant sub-AMPs to aid the respective AMP's for integration in the Base Comprehensive Asset Management Plan (BCAMP), along with defining/prioritizing requirements and working to resolve issues. You will ensure that the inventory of built and network assets reflects a sufficient level of detail to manage condition and evaluate the repair/replacement recommendations using sound technical knowledge of built assets and its data. You will provide project technical support by means of design reviews, progress meeting attendance, O&M Manual reviews and handover acceptance of projects to Operations Flight, as well as providing guidance and technical knowledge for the execution of the planned preventative maintenance program, giving computed and hands on knowledge to the shops within the Operations Flight.</p>									
GENERAL EXPERIENCE:	<ol style="list-style-type: none"> 1. Knowledge of engineering and/or Asset planning principles, methods, and Air Force investment processes for the development of a composite installation and public complex is highly desired. 2. Knowledge of the principles of planning and program management; common business and economic principles, theories, concepts, and procedures; financial management principles and standards; and the DoD Planning, Programming, Budgeting System (PPBS) is highly desired. 3. Knowledge of safety, security, personnel management, and EEO regulations, practices, and procedures. 4. Ability to plan, conduct, and record site/facility surveys and inspections; research, analyze, interpret, and apply rules, regulations, and procedures to a variety of situations and to recommend timely and economical solutions. 5. Ability to analyze and plan the work to meet program requirements and objectives with available resources. 6. Ability to communicate effectively, both orally and in writing, with senior officials from a broad array of activities, including federal and local government, and industry. 									
OTHER SIGNIFICANT FACTS:	<ol style="list-style-type: none"> 1. Work may occasionally require travel away from the normal duty station on military or commercial aircraft. 2. An appropriate, valid driver's license, Category B, is required for this position. 3. May be required to serve as a member of the Emergency Response Force during exercises or in the event of an actual emergency. 4. Inspections may be conducted in "hard hat" areas and may require walking, bending, climbing and stooping. 5. Appropriate professional registration/certification is desired but is not required. 6. The position requires the incumbent to possess a degree in a subject-matter field appropriate to the position (General Engineer/Architecture/Civil Engineering/Mechanical Engineering/Electrical Engineering) OR a combination of education and specialized work experience. 7. May be assigned other duties that are appropriate to the grade and skill set of the incumbent. 									
MEDICAL/SECURITY REQUIREMENTS:										
<input checked="" type="checkbox"/>	Security clearance	<input type="checkbox"/>	Immunizations	<input type="checkbox"/>	Pre-employment medical	<input type="checkbox"/>	FOOD HANDLERS	<input type="checkbox"/>	Defence Barring Service (DBS) certificate	
HOURS OF DUTY:						Monday – Friday 0800 - 1630				
WHO CAN APPLY:						<p>Citizens of the U.K., Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK.</p> <p><u>Applicants will need to submit necessary documents with the application form to demonstrate that they are eligible to work in the United Kingdom</u></p> <p>This position may have certain restrictions to US citizens due to the SOFA agreement. For additional information contact the LNDH team on 01638 544955</p> <p><u>How to apply:</u></p>				

Interested candidates **must** complete an application form obtainable from the Civilian Personnel Webpage: www.mildenhall.af.mil/info/civilian-personnel. All applications, with relevant attachments and/or CV/Resume must be submitted via email: 100FSS.FSMC6@US.AF.MIL

Proof of identification in the form of a photo ID will be required, for example a Driving license or current passport. All successful applicants will require a security clearance. Please note Pre-appointment Security Clearance requirements may delay start date.

EQUAL OPPORTUNITY
EMPLOYER:

There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.