U.S. Mission Tegucigalpa
Announcement No: TGG-2019-11

Position Title: Engineer (Civil Engineer)

Opening Period: February 13, 2019 – February 28, 2019

Series/Grade: LE 1105 - 10, FS 1105 – 5 (steps 5 - 14)

Salary: LE-10 L 548,214 (annual salary)
FS-5 $ 60,601 (annual salary) (steps 5 - 14)

For More Info: Human Resources Office: Nancy E. Medina Tel: 2236-9320, Ext: 4522
Mailing Address: Send to American Embassy, Human Resources Office, Room 335, and P.O. Box 3453, Tegucigalpa, Honduras.
E-mail Address: Send to hrot3@state.gov

Who May Apply: All Interested Applicants / All Sources
For USEFM - FS is 5 (steps 5 - 14). Actual FS salary determined by Washington D.C.

Security Clearance Required: Local Security Certification or Public Trust

Duration Appointment: Definite not to exceed four years.


Summary: The U.S. Mission in Tegucigalpa is seeking eligible and qualified applicants for the position of Engineer (Civil Engineer) in the Overseas Buildings Operations office (OBO).

The work schedule for this position is:
• Full Time (40 hours per week)

** Applications must include all required documentation below.
**Start date:** Candidate must be able to begin working within a reasonable period of time of receipt of agency authorization and/or clearances/certifications or their candidacy may end.

**Supervisory Position:** No

**Duties:** The Civil Engineer’s primary duties include inspecting construction and installation of civil and structural systems and equipment for safety and compliance with requirements. Reviewing design drawings and construction submittals; maintaining a daily log of civil, structural, and related construction activities; analyze and develop change orders, including preparing cost estimates; liaise with local utility companies for project work; review contractor requests for information and draft responses; and develop or modify designs if required. The Civil Engineer shall be capable of working independently.

**QUALIFICATIONS AND EVALUATIONS**

**Education:** A bachelor’s degree in civil engineering or structural engineering from an accredited institution is required. Position requires a valid professional engineer license (P.E.) from a U.S. jurisdiction, or currently registered to practice civil or structural engineering in Honduras.

**REQUIREMENTS**

**Experience:** At least five years of experience in the field of civil or structural engineering, related to building construction or renovations is required.

**Job Knowledge:** Must know design and construction practices utilizing current local building codes and specifications. Must have thorough knowledge of civil/structural design calculations and criteria, including seismic. Must know the requirements of SANAA (“Servicio Autónomo Nacional de Acueductos y Alcantarillados”). Must know permitting offices of Tegucigalpa and Honduras related to construction projects. Must know fundamentals of construction management.

**EVALUATIONS**

**Language:** Level III (Good Working Knowledge) Speaking/Reading/Writing in English is required. Level III (Good Working Knowledge) Speaking/Reading/Writing in Spanish is required, with an emphasis in technical communication. (These will be tested)

**Skills and Abilities:** Must be able to read and understand technical material. Must be able to prepare, read and interpret technical drawings, specifications, and technical requirements. Must be able to work on an active construction site, including climbing stairs, scaffolding and ladders, and accessing overhead and below grade spaces. Must be able to operate common testing equipment and interpret results. Must be able to use computer productivity software (MS Excel, MS Word). Must be able to read construction schedules. Must ensure that all building regulations and standards are adhered to and all work is done compliant to the contract documents.

**Qualifications:** All applicants under consideration will be required to pass medical and security certifications/clearances.
EQUAL EMPLOYMENT OPPORTUNITY (EEO): The U.S. Mission provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation.

Benefits: Locally Employed Staff, including Members of Household (MOHs), and Third-Country Nationals (TCNs), working at the U.S. Mission in Tegucigalpa may receive a compensation package that may include health, separation, and other benefits.

For EFMs, benefits should be discussed with the Human Resources Office.

The pay plan is assigned at the time of the conditional offer letter by the HR Office.

OTHER INFORMATION

HIRING PREFERENCE SELECTION PROCESS: Applicants in the following hiring preference categories are extended a hiring preference in the order listed below. Therefore, it is essential that these applicants accurately describe their status on the application. Failure to do so may result in a determination that the applicant is not eligible for a hiring preference.

HIRING PREFERENCE ORDER:

(1) AEFM / USEFM who is a preference-eligible U.S. Veteran*
(2) AEFM / USEFM
(3) FS on LWOP and CS with reemployment rights **

* IMPORTANT: Applicants who claim status as a preference-eligible U.S. Veteran must submit a copy of their most recent DD-214 (“Certificate of Release or Discharge from Active Duty”), equivalent documentation, or certification. A “certification” is any written document from the armed forces that certifies the service member is expected to be discharged or released from active duty service in the armed forces under honorable conditions within 120 days after the certification is submitted by the applicant. The certification letter should be on letterhead of the appropriate military branch of the service and contain (1) the military service dates including the expected discharge or release date, and (2) the character of service. Acceptable documentation must be submitted in order for the preference to be given.

** This level of preference applies to all Foreign Service employees on LWOP and CS with re-employment rights back to their agency or bureau.

For more information (i.e., what is an EFM, USEFM, AEFM, MOH, etc.?) and for additional employment considerations, please visit the following link: https://careers.state.gov/wp-content/uploads/2018/04/VA-Definitions-and-Additional-Employment-Considerations.pdf

How to Apply: All candidates must be able to obtain and hold a Local Security Certification or Public Trust clearance. Applicants must submit a Universal Application for Employment (DS-174) which is available on HR/OE Intranet Site and the Mission internet site.

To apply for this position, applicants should electronically submit all documents listed below:

For more information on how to apply, visit the Mission internet site: https://hn.usembassy.gov/embassy/jobs/
Required Documents: Please provide the required documentation listed below with your application:

- DS-174
- Copy of Orders/Assignment Notification (or equivalent if applicable)
- Residency and/or Work Permit (if applicable)
- Passport copy (if applicable)
- Bachelor’s Degree (Civil Engineering or Structural Engineering)
- Copy of Civil Engineer’s License or Registration
- Proof of citizenship
- For hiring preference candidates, language scores (if available)
- DD-214 - Member Copy 4, Letter from Veterans’ Affairs, or other supporting documentation (if applicable)
- SF-50 (if applicable)

****Applicants must include all of the required documentation listed above. Incomplete application packages will not be considered.

What to Expect Next: Applicants who are invited to take a language or skills test, or who are selected for an interview will be contacted via telephone or email.

For further information: the complete position description listing all of the duties, responsibilities, required qualifications, etc. may be obtained by contacting POC: Nancy E. Medina Tel: 2236-9320, Ext: 4522 in the Human Resources Office.

Thank you for your application and your interest in working at the U.S. Mission in Tegucigalpa.