



**U.S. EMBASSY
BRIDGETOWN, BARBADOS**



U.S. Mission: Bridgetown

Announcement Number: Bridgetown-2019-013

Position Title: Security Monitor

Opening Period: April 26-May 10, 2019

Series/Grade: LE-710/4

Salary: BDS\$39,680

For More Info: Human Resources Office
E-mail Address: BridgetownHR@state.gov

Who May Apply: **All Interested Candidates/All Sources**
For USEFM - FS is FP-AA, USD\$26,233 Actual FS salary determined by Washington D.C.

Security Clearance Required: Local Security Certification or Public Trust

Duration Appointment: Indefinite subject to successful completion of probationary period

Marketing Statement: We encourage you to read and understand the [Eight \(8\) Qualities of Overseas Employees](#) before you apply.

Summary: The U.S. Mission in Bridgetown is seeking eligible and qualified applicants for the position of Security Monitor, Regional Security Office (RSO).

The work schedule for this position is:

- Full Time - 40 hours per week

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: Job holder provides security for U.S. personnel and facilities by conducting security operations as a member of a tactical team. Security Monitors observe, recognize, and report potential suspicious incidents directed against U.S. Government facilities and/or personnel and initiate emergency responses to possible hostile actions, as necessary, to safeguard life and property.

Qualifications and Evaluations

EDUCATION: Completion of high school is required.

Requirements:

EXPERIENCE: A minimum of one (1) year of military, police, or private experience in the field of security is required.

JOB KNOWLEDGE: Knowledge of surveillance techniques, familiarity with local pedestrian and vehicular traffic patterns and habits, awareness of cultural norms and customs is required. The position requires good working knowledge of the host city's geography and general culture.

Evaluations:

LANGUAGE: English level III (Good working knowledge) Reading/Writing/Speaking is required.

SKILLS AND ABILITIES: Must possess a valid basic driver's license. Must be skilled in the use of communications equipment, cameras, and basic information technology systems. Must provide detailed oral reports. Must work independently and adapt to a wide range of threat and environmental conditions. Must have good observation skills. (These may be tested.)

Qualifications: All applicants under consideration will be required to pass medical and security certifications.

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 Bridgetown may receive a compensation package that may include health, separation, and other benefits.

For EFMs, benefits should be discussed with the Human Resources 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/downloads/files/definitions-for-va>

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 our Embassy’s internet site at <https://bb.usembassy.gov/embassy/jobs/>. The complete position description listing all of the duties and responsibilities may also be obtained on our website.

To apply for this position, applicants should electronically submit the documents listed below to BridgetownHR@state.gov.

Required Documents: Please provide the required documentation listed below with your application:

- DS-174
- High School Diploma
- Drivers’ License
- Copy of Orders/Assignment Notification (or equivalent) if applicable
- DD-214 - Member Copy 4, Letter from Veterans’ Affairs, or other supporting documentation – (if applicable)
- Proof of Citizenship
- Residency and/or Work Permit – to be eligible for consideration
- CSME skills certificate – (if applicable)

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

For further information: the complete position description listing all of the duties, responsibilities, required qualifications, etc. may be obtained by contacting the Human Resources office.

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

Drafted: SAlleyne - HR
Cleared: MHunte – HR
Cleared: JWaithe - RSO
ABogden - RSO
Approved: CHanson - MC