

# List of External Vacancies



DISCLAIMER: AS THIS LIST MAY NOT BE THE MOST CURRENT, IT IS NOT TO BE USED AS THE OFFICIAL EXTERNAL VACANCY LISTINGS FOR TYDNALL AFB. FOR THE MOST UPDATED INFORMATION, PLEASE LOG ONTO THE [OPM WEBSITE](#). THIS IS MERELY A TOOL IN AN ATTEMPT TO MAKE IT EASIER FOR CUSTOMERS TO VIEW EXTERNAL JOB POSTINGS FOR TYDNALL AFB.

To apply for one of the positions below, click on the position title. You will be directed to the actual [USAJOBS.GOV](#) announcement. Click on the "How to Apply" tab on the [USAJOBS](#) website for application instructions.

TITLE	GRADE	CLOSING DATE
<b>Direct Hiring/Expedited Hiring Authority Positions*</b>		
<a href="#">INFORMATION TECHNOLOGY SPECIALIST (INFORMATION SECURITY)</a>	GS-2210-09 to 13	30 SEP 2011
<a href="#">PSYCHOLOGIST</a>	GS-0180-11/13	30 SEP 2011
<a href="#">PHYSICIANS ASSISTANT</a>	GS-0603-09/12	30 SEP 2011
<a href="#">SOCIAL SERVICE AID/ASSISTANT</a>	GS-0186-07	30 SEP 2011
<a href="#">SOCIAL WORKER</a>	GS-0185-11/12	30 SEP 2011
<a href="#">NURSING ASSISTANT</a>	GS-0621-03/06	30 SEP 2011
<a href="#">DIETITIAN AND NUTRITIONIST</a>	GS-0630-07/12	30 SEP 2011
<a href="#">CONTRACT SPECIALIST</a>	Gs-1102-09/15	31 DEC 2011
<a href="#">MEDICAL OFFICER</a>	YG-0602-02	21 FEB 2012
<a href="#">CLINICAL NURSE</a>	GS-0610-09/12	21 FEB 2012
<a href="#">PRACTICAL NURSE</a>	GS0620-04/06	21 FEB 2012
<a href="#">DIAGNOSTIC RADIOLOGIC TECHNOLOGIST</a>	GS-0647-05/07	21 FEB 2012
<a href="#">PHARMACIST</a>	GS-0660-09/13	21 FEB 2012

\*The Direct Hire/Expedited Hiring Authority positions above may not be available at all times. Applications for the Direct Hire/Expedited Hiring Authority positions will be kept on file for one year. In the event a position becomes available, complete and qualified applicant packets will be forwarded to the selecting official for consideration.

WE RECOMMEND YOU CONTINUALLY REVIEW JOB ANNOUNCEMENTS AND SIGN UP FOR E-MAIL NOTIFICATION ALERTS AS WELL AS READ THE USAJOBS TIPS IN THIS FLYER FOR HELP WITH LOCATING EXTERNAL POSITIONS.

# 2011 SUMMMER HIRE PROGRAM

Click on the position title and you will be directed to the actual [USAJOBS](#) announcement. The announcement will include information on required documentation and how to apply.

**Only complete application packets will be accepted.**

TITLE	Positions	GRADE	Closing Dates
<a href="#">ENGINEERING AID (SUMMER HIRE)</a>	6	GS-0820-04	CLOSED-Positions filled
<a href="#">LEAD RECREATION AID (LIFEGUARD)- (SUMMER HIRE)</a>	1	GS-0189-04	CLOSED-Positions filled
<a href="#">RECREATION AID (LIFEGUARD) (SUMMER HIRE)</a>	10	GS-0189-03	CLOSED-Positions filled
<a href="#">LEAD RECREATION AID (OUTDOOR RECREATION)-(SUMMER HIRE)</a>	1	GS-0189-04	CLOSED-Positions filled
<a href="#">RECREATION AID (OUTDOOR RECREATION)-(SUMMER HIRE)</a>	3	GS-0189-03	CLOSED-Positions filled
<a href="#">OFFICE AUTOMATION CLERK (SUMMER HIRE)- COMING SOON</a>	13	GS-0326-03	CLOSED-Positions filled
<a href="#">EDUCATION AID (SUMMER HIRE)</a>	4	GS-1702-03	CLOSED-Positions filled

ALL OF OUR SUMMER HIRE POSITIOSN ARE CURRENTLY FILLED.

For more information on the Summer Hire program, Contact  
Larry Scott Carver or Tim Millard  
at [325summerhire@tyndall.af.mil](mailto:325summerhire@tyndall.af.mil) or 850-283-3203.

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## If You Have Never Worked for the Federal Government:

Applying is EASY,  
start HERE!

www.USAJOBS.gov

**USAJOBS**  
"WORKING FOR AMERICA"

For seekers, who have never been in Federal Government, visit the [www.USAJOBS.gov](http://www.USAJOBS.gov) site or [www.afciviliancareers.com](http://www.afciviliancareers.com) for more information regarding the federal hiring process and the Federal Government's official Employment Information System. You do not need to be a member in order to search jobs. Membership is free and with your membership you can store and build up to 5 resumes online, receive automated job alerts, and most importantly submit an application for each position you are interested in applying for. The website provides details regarding resume submission and application procedures. USAJOBS is also accessible by telephone at 1-703-724-1850 or TDD 1-978-461-8404.

 USA JOBS TIP: A helpful tip when searching for jobs is to narrow down your search by searching within "10 miles" of zip code "32403". The results should yield civil service positions at Tyndall AFB that are open to the public and you must apply directly through the USAJOBS site. For questions regarding the status of your application, you will need to contact USA JOBS directly.

In addition to these positions, you may apply for **DIRECT HIRE** vacancies listed here in our vacancy flyer. To apply for these positions, you may forward us a copy of your resume indicating which direct hire position you are applying for to 325 FSS/FSMC, 445 Suwannee Rd, Ste 238, Tyndall AFB, FL 32303.

We also have a **Summer Hire** program, which provides Federal employment opportunities to students who are enrolled or have been accepted for enrollment as a degree seeking student taking at least half-time academic, technical, or vocational course load in an accredited high school, technical or vocational, two- or four-year college or university, graduate or professional school. The program allows for maximum flexibility to both students and supervisors by offering temporary work experiences on a part- or full-time basis during the summer. If you are interested, you may forward us a copy of your resume to [325summerhire@tyndall.af.mil](mailto:325summerhire@tyndall.af.mil) or fax it to 850-283-8389.

 If you are currently a Civil Service employee, visit the [Air Force Personnel Center \(AFPC\)](#) and read the Job Kit for internal recruitment announcements and self-nomination procedures. This vacancy flyer does not cover all of the internal vacancies and we recommend you visit the AFPC site frequently as job announcements open and close within a short period of time. You may also call the Job Line at 1-800-616-3775 or the TTY/TDD Line at 1-800-382-0893, or e-mail [Recruitment.Center@Randolph.AF.mil](mailto:Recruitment.Center@Randolph.AF.mil).

For external job announcements, you must apply directly through the [USAJOBS](#) site. Positions listed externally are listed in this flyer.

## Non-Appropriated Fund (NAF) Employment:

NAF job vacancies are listed on the Tyndall AFB Job Line at (850) 283-2006 and are posted each Wednesday at [www.325FSS.com](http://www.325FSS.com). Applications along with any required documents may be mailed to 325 FSS/FSMH 113 Suwannee Ave, Tyndall AFB, FL 32403-5717 or faxed to their office at (850) 283-3622, Attention: Recruitment. The NAF Human Resources office is located in Building 1127 and can be reached by calling (850) 283-2019.



Tyndall Air Force Base

Civil Service Employment

# vacancy UPDATE

*"Right People,  
Right Place,  
Right Time"*

**325 FSS/FSMC**

445 SUWANNEE ROAD, SUITE 238  
TYNDALL AFB, FL 32403

Phone: (850) 283-3203 / Fax: (850) 283-8389

CUSTOMER SERVICE HOURS

MON-FRI  
0730-1630

VISIT [WWW.TYNDALL.AF.MIL](http://WWW.TYNDALL.AF.MIL) AND CLICK  
ON CIVIL SERVICE EMPLOYMENT OR E-MAIL  
[TYNDALL.VACANCIES@TYNDALL.AF.MIL](mailto:TYNDALL.VACANCIES@TYNDALL.AF.MIL)  
FOR AN UPDATED VACANCY FLIER

The Civilian Personnel Section provides human resources services for appropriated fund civilian personnel whose positions are serviced by the 325 FSS/FSMC.

## Benefits of Working for the Air Force and the Federal Government

In addition to a competitive salary, we offer paid vacation time and sick leave, a portable retirement plan with Government matching contributions, affordable health and life insurance plans, and health and wellness services.

- Comprehensive health and life insurance.
- Generous retirement programs.
- Paid holidays, sick leave, and vacation time.
- Flexible work environment.
- Paid employment related training and education.
- Possible student loan repayment.
- Payment of licenses, certification, and academic degrees as applicable.
- Bonuses, incentives, and awards as appropriate for the job.
- Annual pay increases and locality pay adjustments.
- TYNDALL AFB Civil Service employees also have the opportunity to lease military housing on base.



THE DEPARTMENT OF  
THE AIR FORCE IS AN  
EQUAL OPPORTUNITY  
EMPLOYER