

## **Notification of a temporary Civilian (Local Wage Rate / LWR-NAF) job opportunity**

HQS/UNIT: JFC Brunssum / BSG DUTY LOCATION: Brunssum (NLD)  
Family Support, Morale & Welfare

JOB TITLE: Swimming Pool Life Guard, NAF LWR grade 2 (Local Civilian Post)

CLOSING DATE: 3 July 2022

### **DUTIES**

#### **Post Context:**

Joint Force Headquarters Brunssum is a deployable joint HQ capable to execute effective command and control over an assigned Joint Task Force. The Director of Management (DOM) is responsible to the Chief of Staff (COS) for integrating, coordinating and implementing services and activities to support, facilitate and contribute to the full JFHQ mission spectrum.

Base Support Group (BSG) is responsible for provision, management and co-ordination of all support services that ensure the effective operation of JFC HQ and supported entities. Also liaises with Host Nation (HN) authorities on all support matters. The Family Support and Morale and Welfare Branch (within BSG) is responsible for the overall direction, management and co-ordination of international community, families and welfare support and the non-appropriated funds (NAF) generated activities. The Morale and Welfare Section within this branch, is responsible for overall management and co-ordination of community and welfare support services and activities/programmes including non-appropriated funds. The incumbent performs day-to-day lifeguarding duties at the JFC swimming pool facilities. These NAF activities are performed by Local Wage Rate (LWR) members of staff.

#### **Principal Duties:**

Performs lifeguarding duties.

Ensures that safety standards, sanitary requirements and regulations are enforced.

Performs rescues, first aid and resuscitation.

Performs administrative/work duties as directed by the pool manager.

Teaches, on occasion, swimming lessons; aquarobics / aqua jogging.

Participates in staff training.

The incumbent may be required to perform other duties as directed in any of the Family Support, Moral and Welfare programs.

### **QUALIFICATIONS**

#### **Essential Qualifications:**

##### **1. Professional Experience:**

Minimum one year previous experience working as Life guard.

##### **2. Education/Training:**

Higher secondary education (e.g. HAVO).

Certified lifeguard (ILS recognized).

First aid certificate including CPR and AED.

Candidate will need to pass the JFC swimming test and complete training as First Responder Officer (FRO/BHV).

##### **3. Language Qualifications:**

Mandatory: English 'good' (minimum completed secondary education level).

#### **Desirable Qualifications:**

Successful experience teaching swimming and aqua aerobic/jogging lessons.

Certified Swimming or aqua-fit instructor (equal to HN certification).

Desirable language qualifications besides English: Dutch, German and/or French.

## **Civilian Posts:**

### **Personal Attributes**

Candidate must

- Be able to work well with others in a diverse, multinational environment.
- Deal with personnel, customers and students at all levels and ages.
- Show courtesy, tact, diplomacy, mental alertness and service mindedness in dealing with customers.
- Be willing to work irregular hours including working in the weekend and during holidays.
- Demonstrate willingness to learn.
- Possess the ability to self-start and work successfully with no or limited supervision.

### **REMARKS**

Successful candidates may be subject to a security investigation by national authorities; minimum required is a so called 'Certificate of incorporation' / 'Verklaring omtrent het gedrag'.

The successful candidate is required to obtain a BSN (burgerservicenummer) for tax purposes in accordance with the policy, LWR Regulations Article 5.

Please note that NAF LWR vacancies are in the first place meant to be filled by local NATO community member's dependants (HQ JFC Brunssum, NCI Agency, International School, NAPMA, US AG and NAEWF E-3A Geilenkirchen). Others, on condition that they are a national of one of the 30 NATO member countries, may apply, however will only be considered if no qualified local NATO community members are available of which applications of serving HQ JFC Brunssum NAF LWR Staff will be reviewed first. Serving NAF LWR Staff are also invited to apply in case interested in a development plan towards a Swimming Pool Life Guard post.

### **APPLICATION PROCES**

Applicants have to complete the official JFC Application Form that is attached.

Completed official Application Forms quoting the post title should reach the Civilian Personnel Branch at [recruitment@jfcbs.nato.int](mailto:recruitment@jfcbs.nato.int) not later than the closing date (Sunday 3 July 2022).

For the completion of the Application Form please note:

- Application Forms in the initial phase of recruitment are acceptable as softcopies only (no signatures or photograph required).
- A maximum of 4 pages plain paper (A4) may be added to the official Application Form in case, for certain items, more space is required.
- Copies of relevant diploma's/certificates are not to be forwarded until requested. Please note that, once diploma's/certificates will be requested, any such documents, other than in the English, Dutch or German language, should be translated into English and if possible attached as a certified translation. It should be noted that an official institution may assess value and validity of diploma's and certificates.
- In case of multiple applications within the same organization, applicants should send separate applications for each post. On each application they have to refer to the other post(s) in which they are interested and have applied for, listing them in order of their preference.

Only applications completed in accordance with the above instructions will be taken into consideration.

The selected candidate will be offered a definite duration contract for a period of 12 months including a probationary period of 1 month. The contracted number of hours a month will be minimum 10.

The gross hourly wage will be 14,53 euro (all entitlements e.g. annual leave included) in line with NAF LWR grade 2.

Point of contact for all job related questions is MSgt Alaina Baldowski, Tf: 0031 45 526 2503.