

# USAF NAF HR: "We Impact Lives!"

VACANCY ANNOUNCEMENT #18-035  
NAF HUMAN RESOURCES OFFICE  
310 E KEARNEY BLVD, BLDG 3303  
GOODFELLOW AFB, TX 76908-3218  
(325) 654-5275

[www.nafjobs.org](http://www.nafjobs.org)

**\*\*SAN ANGELO TEXAS\*\***

## POSITION INFORMATION

**TITLE: RECREATION AID NF-I**      **LOCATION: OUTDOOR RECREATION**  
**CATEGORY: FLEXIBLE**  
**SCHEDULE: VARIES AS NEEDED, WEEKENDS AND HOLIDAYS DURING PEAK SEASON**  
**PAY: \$9.00 - \$12.00**  
**OPENING DATE: 06 APR 2018**      **CLOSING DATE: 23 APR 2018**

**1. DESCRIPTION OF WORK:** Performs and/or assists other recreation assistants or specialists in the operation and maintenance of indoor and/or outdoor recreational facilities. Types of duties include but are not limited to the following: Sets up recreation areas for scheduled activities; records attendance; takes reservations and payment for trips and tours; notifies participants of schedule changes; arranges for equipment or tools, charging them out to participants, and checking them for condition on their return; decorates community or neighborhood centers or recreation centers for special events, activities, or parties; strings tennis or volleyball nets; lines base lines and base paths; sets up batting cages; checks the established safety system of indoor and outdoor recreation facilities and areas, tools, and equipment; posts announcements of scheduled activities and answers inquiries about item, place, transportation, or other matters related to activities scheduled; takes inventory of authorized recreation supplies and equipment; and helps with group activities which require more than one staff monitor, performing specifically assigned tasks. Performs other related duties as assigned.

**2. QUALIFICATIONS:** Practical knowledge of recreational activities, rules, and procedures is desirable but not required. Ability to safeguard and handle cash and skill in the use and maintenance of various recreational equipment and facilities are desirable; however, no experience is required. Must meet the appropriate minimum age requirement for working with and/or serving alcoholic beverages. Must possess a current American Red Cross cardiopulmonary Resuscitation(CPR) or American Association Basic Life Support (BLS) certification and basic first aid certification or obtain within 30 days of hire. Subject to satisfactory completion of a Local File Check and a National Agency Check with Inquiries.

Anyone interested in applying for the position should apply online at <http://NAFJobs.org>. Applicants claiming **Veteran's Preference** will need to upload or fax a copy of their DD 214, **Member Copy 4**. For **Military Spouse Preference**, applicants need to upload or fax a copy of their spouse's orders assigning him/her to Goodfellow AFB. The fax number is 325-654-5529.

Goodfellow AFB and the U.S. Air Force are equal opportunity employers. All qualified candidates will be considered regardless of race, color, religion, sex, national origin, age or disability. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis. All applicants selected for NAF positions must complete employment eligibility verification as required by the Department of U.S. Citizenship and Immigration Services. **All Federal NAF employees are required by PL 104-134 to have salary payments made by electronic funds transfer/direct deposit.**

\*\*\*Any individual who was required to register with Selective Service and who is not registered or knowingly and willfully did not register before the requirement terminated or became inapplicable, will not be appointed.

\*\*\*\*Internal NAF applicants pay may be set according to applicable NAF pay setting rules NOTE: For current appropriated fund (APF) employees, portability pay setting rules apply (REF: AFMAN 34-310, NAF Personnel Program Management and Administration Procedures, para 13.6.2.2)