



Able Seaman (W)

MERIT PROMOTION OPPORTUNITY ANNOUNCEMENT

Announcement #	26-161-01MPOC		
Title, Series, Grade, (Code):	Able Seaman (W) WM 9924-09		
Base Salary:	\$61,896 Per annum		
Opening Date:	October 1, 2025	Closing Date:	Open Continuously with Periodic Cut-Offs
Location:	Military Sealift Command (MSC) Vessels Worldwide		
Who May Apply:	Due to critical shortages in this rating, applications will receive immediate consideration upon receipt. Selections will be made until critical shortages no longer exist. Open to all permanent qualified Military Sealift Command (MSC) Civil Service Mariner (CIVMARS) employees. Applicants, who previously applied under 24-161-01MPOC, must reapply, if they wish to be considered for this position.		
Duties:	<p>The Able Seaman (W) is a Civil Service Mariner (CIVMAR) employed by the Navy to serve the Military Sealift Command (MSC) onboard naval auxiliaries and hybrid-crewed warships worldwide, in peace and war. MSC exists to support the joint warfighter across the full spectrum of military operations. MSC provides on time logistics, strategic sealift, as well as specialized missions anywhere in the world, in contested or uncontested environments.</p> <p>The Able Seaman (AB) Watch (W) is a position in the Deck Department aboard ship both at sea and in port. The incumbent is under the direct supervision of the Licensed Officers during regular operations. During UNREP/VERTREP, the AB (W) is normally assigned duties on the bridge or in aft steering, but may be assigned other duties under the direct supervision of the Boatswain(s) or Boatswain Mate(s). May be called out at any time when needed for operations, mandatory overtime, in an emergency situation and shall perform all duties assigned, and will be compensated in accordance with the CMPI.</p> <p>As a bridge watch stander, will be thoroughly familiar with deck watch standing procedures. Must be a qualified UNREP Helmsman and lookout. As a lookout, incumbent should be familiar with the rules of the road and bouyage system. As an UNREP helmsman, the must have knowledge of the steering system onboard including emergency steering procedures and equipment. The AB(W) is expected to know</p>		

all helm orders and be able to steer reliably, including alongside other ships during underway replenishment. During arrival, departure, shipyard docking and undocking evolutions, the AB(W) shall be ready to report to any assigned line handling station and assist in the preparation of heaving and mooring lines as necessary. Incumbent must have a complete knowledge and understanding of all line handling commands and be prepared to inform the Person in Charge of the line handling evolution of any dangerous situations that may be developing or existing, being immediately prepared to respond as directed.

Expected to perform security force duties, maintain small arms qualifications and take other shipboard security training. While on watch in port, the will provide gangway and roving patrol security and is required to know and execute the Force Protection (FP) requirements as designated by the FP plan for the specific port of call and be thoroughly familiar with pre-planned responses including bomb threats. Should also be familiar with and have a working knowledge of any installed intrusion detection systems.

Shall be thoroughly familiar with immediate actions in the event of fire and emergency responses. Expected to be well-trained and proficient member of fire, repair, and Chemical Biological and Radiological Defense (CBRD) parties. Responsible for learning the location and use of emergency equipment, lifesaving equipment, damage control equipment, safety equipment and become proficient in its use as well as being able to instruct other crewmembers in its use. As qualified lifeboat man, may be called upon to take charge of lifeboat launching or assist as directed. May also be called upon to be a crewmember in the ships Fast Rescue Boats (FRB). The AB(W) is responsible for securing of the ship for sea while observing the highest standards of good seamanship and common sense. Securing of the ship for sea includes, but is not limited to, swinging in of lifeboats and gripping them securely; taking in and securing the gangway; lowering of cargo booms to cradles; lashing cargo gear; stowing ship's mooring lines; securing cargo hatches; securing MHE; stowing all loose deck gear and the general securing of gear adrift. May be called upon to take soundings of ballast tanks, cargo fuel tanks, voids and cofferdams.

Responsibilities and general duties include:

- Bridge and Gangway watches in accordance with the watch bill.
- UNREP/VERTREP station and duties as assigned by the Cargo Officer or Chief Mate.
- Emergency stations as assigned by the Station Bill or Chief Mate.
- Docking/undocking station as assigned by the Chief Mate.
- Steering the ship, standing lookout, security rounds, gangway watch duties, wake-up calls, tending mooring lines & wires, rigging Pilot ladders, rigging gangways, dumping of trash, bridge and deck maintenance, dropping or hauling anchors, small boat operations, taking soundings and sanitation duties.

Must possess a working knowledge of the following:

1. Shipboard terminology and nomenclature.
2. Proper operation of Deck Department equipment including davits, winches, gangways, pilot ladders, mooring lines and the anchor windlass.
3. Rigging/unrigging of gangways, pilot ladders, accommodation ladders, and H- frames.
4. The care, usage, and safe operation of power and hand tools.
5. Use of paint and painting application techniques, preparation of various surfaces for painting, cleaning of painting equipment, the toxic effect of paint and chemical fumes, and methods to prevent injury or exposure to toxic elements during painting.
6. The location of all deck light switches and detex stations.
7. The location of all ballast and void sounding tubes.
8. Proper operation of all bridge and gangway alarms and responses.
9. Armed Gangway Watch and Security Force procedures.
10. Personal protective equipment usage.

Must be able to use applicable software applications. Shall be responsible for reading, understanding and complying with the shipboard Safety Management System (SMS) and all environmental protection and pollution regulations commensurate with the vessel and duties aboard.

The AB (W) ensures continuing application and compliance with EEO laws, regulations and policies.

	<p>Must be eligible to have access to, handle and be qualified in small arms in accordance with OPNAVINST 3591.1</p> <p>Everything in this Position Description is considered to be an essential function of this position.</p> <p>Performs all other duties as assigned.</p>
Minimum Eligibility Requirements:	<p>Must possess current and valid:</p> <ol style="list-style-type: none"> 1. United States Coast Guard (USCG) Merchant Mariner's Credential(MMC) with the following endorsement(s): <ul style="list-style-type: none"> • Able Seafarer Special (or higher) AND • STCW Able Seafarer - Deck AND 2. USCG Medical Certification w/o limitations. <p>NOTE: You must submit copy of your Medical Certificate with application package.</p> <p>COPIES OF CERTIFICATES AND DOCUMENTS ARE NOT REQUIRED BUT ARE TO BE LISTED ON THE MSC PROMOTION APPLICATION FORM UNLESS DOCUMENTATION IS SUPPORTING COMMERCIAL EXPERIENCE OTHER THAN MILITARY SEALIFT COMMAND EXPERIENCE.</p>
Evaluation Criteria:	<p>Applicants who meet the Minimum Eligibility Requirements described above will be further evaluated. Documented knowledge, skills, and abilities, education, training, and awards contained in the application package and resume will be reviewed and rated to determine the degree to which applicants possess the required knowledge, skills, and abilities listed below that are essential to perform the duties and responsibilities of the position for which applicants are being considered.</p> <ol style="list-style-type: none"> 1. Knowledge of watch standing, lookout, and underway bridge procedures. 2. Ability to steer the ship to a precision of +-0.5 degrees in sea state 2 or less; +-2.0 degrees in sea state 3 and above. 3. Ability to perform general maintenance, sanitation and upkeep of bridge and gangway areas. 4. Knowledge of Security Force procedures and pre-planned responses. 5. Ability to proficiently use small arms. 6. Knowledge of shipboard safety and firefighting equipment, and emergency responses. <p>To earn the highest rating possible, you are encouraged to submit detailed information of the knowledge, skills, and abilities listed above. Related MSC, military,</p>

	and/or commercial experience, etc., will also be part of the rating process.
Conditions of Employment:	<ul style="list-style-type: none"> • All MSC Civilian Marine positions are subject to random drug urinalysis testing and require participation in vaccine immunization program. As the laws for marijuana usage become legal for some states, it is still illegal at the Federal level and will have the same impact on suitability and security as it did before. In order to be permanently promoted for this position, the selectee must: • Meet the medical, dental and mental requirements, • You will be required as a condition of employment to obtain and maintain a U.S. Special Issuance Passport (also referred to as an official or maroon passport). • Successfully complete the training requirements, • Be clear of any adverse or disciplinary action, • Be able to obtain and maintain the appropriate security clearances, • Be ready, willing, and able to physically perform the duty of this position worldwide at all times, • Be ready, willing, and able to, work in a shipboard environmental conditions, and wear protective equipment worldwide at all times, and • Have overall "Good" or above evaluation ratings. • Must be eligible to have access to, handle and be qualified in small arms in accordance with OPNAVINST 3591.1.
How to Apply:	<p>ALL documents MUST be postmarked by the cut off or closing date of this announcement (Eastern Standard Time). MSC is not responsible for obtaining documents to include in your package.</p> <p>1. Application packages will not contain national security classified information. Inclusion of classified information is a security violation and WILL disqualify an application from consideration and appropriate administrative or disciplinary action, up to and including removal, WILL be taken. Depending on the severity of the security violation, it may be considered a violation of U.S. criminal law under United States Code Title 18 or Title 50, and appropriate action taken. Should there be a desire to include information that was cited in a Bravo Zulu message regarding performance, the applicant can cite the message DTG and include pertinent UNCLASSIFIED comments in their resume or elsewhere in the application. No change from previous guidance.</p> <p>2. In order to preclude any Privacy Act, HIPAA or</p>

other like violations, applications shall not include date of birth, full Social Security Number, references to religion, national origin, sex, race, etc., photographs, CD's, news clippings or medical information/records. With regard to news clippings, articles, or the like - if these documents contain information, experience or accomplishments that are in direct relation to the position that the applicant is applying for, he/she may reference them with a summarized explanatory note. Where and how to do that is left to the applicant's discretion. No change from previous guidance.

3. Application packages are to be one-sided and shall not exceed 35 pages (evaluations are excluded from this page limitation). Application packages shall not be stapled, taped, spiral bound, or placed in three ring binders. A paper clip, binder clip, or folder is recommended. Standard business format and font, to the extent practicable (i.e. Courier New, 12 pitch), is recommended. Application packages that exceed the page limitation WILL NOT be considered. No change from previous guidance.

4. As noted above, application packages **SHALL NOT** exceed 35 one-sided pages. The following documents are required and are to be packaged in the following order:

a. Completed MSC Promotion Application.

b. Resume. All resumes must show sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which applicants are being considered in order to receive maximum credit. Resumes shall include the following information:

(1) Full name.

(2) Highest CIVMAR permanent position held and inclusive dates.

(3) Relevant work experience within the last 5 years including paid and non paid public or private sector work experience related to the job for which applying.

(4) Colleges or universities name, city, and state (with zip code), major(s), type and year of any degree received (if no degree, show total credits earned and indicate whether semester or quarter hour).

	<p>c. Summary of ship assignments including position held and dates assigned for at least the last five (5) years. However, if this information is already contained in the resume it is not necessary to duplicate it.</p> <p>d. Job related training courses (list courses with title and date completed only). Do not submit copies of course completion certificates.</p> <p>e. Job related honors, awards, and special accomplishments; for example, Military, Government, or recognized professional organizations related to the maritime field and performance awards (give date, type, and short synopsis of accomplishment but do not send documents).</p> <p>f. Last five (5) years of evaluations signed by supervisory chain-of-command this can include MAP Evaluations. Note that MAP evaluations submitted will be used to validate the MyMSC database and will be extracted from the "package" once the MAP MyMSC data is identified. Evaluations do not count against the 35 page limitation. Applicants are strongly encouraged to request/review their MAP history from the MAP repository prior to submitting their application. It can be not be stress strongly enough that the applicant should try to ensure that there are no missing MAP evaluations from their record. Request MAP Overview reports from the following address: MSC_HR_MAP_INBOX@us.navy.mil.</p> <p>5. Except as otherwise stated in the advisory and the specific POA to which the applicant is responding, the overall score will be reduced if the applicant fails to submit required information according to the instructions contained in the advisory or POA.</p> <p>6. Failure to submit required information to show that you meet the minimum qualifications as outlined in the POA will result in the applicant being found ineligible.</p> <p>7. All applications and supporting documents will become the property of MSC and will not be returned to the applicant once submitted. Applicants are encouraged to make copies prior to submission.</p> <p>8. Any questions may be directed to the MSC Employment Division via email at MSC_POAInbox@us.navy.mil. Inquiry responses will be provided within 2 business days.</p>
How To Contact Us:	Completed application packages will be accepted via Regular mail, FedEx, Email, Fax, and hand-delivered.

	<ul style="list-style-type: none"> • Mail completed packages to: Military Sealift Command Attn: Marine Employment Division N11B2 Bldg SP-64, 471 East C Street Norfolk, VA 23511-2419 • Fax completed packages to the MSC Marine Employment Division at (757) 443-3094. • Email packages to: MSC POAInbox@us.navy.mil (Subject line of email should contain the announcement number and position title.) • Hand Deliver completed packages to the MSC Marine Employment Division, Bldg SP-312, 581 A Street, Norfolk, VA 23511
NOTE:	<p>FAILURE TO PROVIDE THE REQUIRED INFORMATION REQUESTED FOR THIS POSITION WILL ADVERSELY AFFECT YOUR ELIGIBILITY.</p> <p>Federal job applicants who make a false statement in any part of the application could be turned down for the job; fired after beginning work; or subject to fine, imprisonment (U.S. Code, title 18, section 1001), or other disciplinary action.</p>
MILITARY SEALIFT COMMAND IS AN EQUAL OPPORTUNITY EMPLOYER.	<p>All applicants meeting minimum qualifications will receive consideration without regard to age, sex, race, color, religion, national origin, lawful political affiliation, non-disqualifying disability, marital status, ethnicity, other personal condition unrelated to the applicant's basic ability to perform satisfactory. Please visit https://civmar.sealiftcommand.com/eeo for more information. The agency provides reasonable accommodation to applicants with disabilities, where appropriate. Determinations of whether an accommodation is appropriate shall be made by the agency as soon as practicable, after the initial application process and shall be made with regard to all applicable statutes and regulations. If assistance is required to complete the application process, interested applicants should send an email to MSC POAInbox@us.navy.mil and/or refer to the "How to Apply" section of this announcement.</p>

