



# Chief Engineer

## MERIT PROMOTION OPPORTUNITY ANNOUNCEMENT

Announcement #	22-301-01MP		
Title, Series, Grade, (Code):	Chief Engineer, WM-9931-28 (301)		
Base Salary:	\$172,205 Per annum		
Opening Date:	September 2, 2021	Closing Date:	November 1, 2021
Location:	Military Sealift Command (MSC) Vessels Worldwide		
Who May Apply:	<p>Open to all permanent qualified Military Sealift Command (MSC) Civil Service Mariner (CIVMARS) employees. Applicants, who previously applied under 21-301-01MP, must reapply, if they wish to be considered for this position.</p> <p><b>Applicants for this position apply with the understanding that they <u>may be</u> required to train at MSC expense, qualify for, and serve aboard T-EPF and/or T-ATS class ships, and maintain respective credentials as long as such ships remain in the MSC Fleet.</b></p>		
Duties:	<p>The Chief Engineer is a civil service mariner (CIVMAR) employed by the Navy to serve the Military Sealift Command (MSC) onboard naval auxiliaries and hybrid-manned 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, contested or uncontested environments.</p> <p>The Chief Engineer is responsible for managing MSC's afloat life cycle policies and procedures and to assist the Master in the management of the ship's operating budgets. He/she is to oversee the proper operation and maintenance of all ship's systems. Additionally, he/she is responsible for the preservation, safety and cleanliness of Engine Department spaces and equipment. The Chief Engineer provides direction to shipboard engineering personnel in their duties and in achieving their career goals. The Chief Engineer shall provide support to the SMART team in accordance with the EOMM including providing all SAMP system data and VRRs, for their review. Directs the operation of all propulsion and auxiliary machinery necessary to support the full power trial. Notes all machinery not operating in accordance with design parameters in the Engine Room Log. "Full Power" trials shall be conducted in accordance with EOMM. The Chief Engineer, as a member of the Shipboard Management Team (SMT) is responsible for managing the ship's budgets for</p>		

	<p>spare parts, consumable items, fuel, port services, operational overtime, and "maintenance and repair" premium pay. It will be the SMT's responsibility to establish shipboard policy and procedures, to maintain expenditures within budgets and to request the reallocation of monies from one account to another, as required to maintain the accounts. It is the SMT's responsibility to recognize shortfalls in the ship's budgets, which may arise due to unforeseen operational requirements, unscheduled repairs or catastrophic failures, to identify their root causes and quantify the shortfalls notifying the appropriate budget authority requesting additional funding in a timely manner if required. The Chief Engineer shall implement all components of the "MSC Safety Manual" <u>COMSCINST 5100.17</u> series. This manual includes policy on hazard abatement, heat stress, hearing conservation, sight conservation, personal protective clothing and equipment, respiratory protection, safety council, mishap investigation reporting, and gas free engineering. The Chief Engineer manages safety procedures and programs for "Electrical Safety Program", "Asbestos Control", "Lockout/Tagout", and control of Hazardous Energy Program. The Chief Engineer shall ensure that all applicable SMS procedures are followed by all members of the department. The Chief Engineer shall ensure proper documentation shall be obtained in accordance with current policy. The Chief Engineer shall carry out EEO policies and communicate support of these policies to subordinates. He/she practices and ensures equality in determining qualifications, selections, assignments, training, promotions, details, discipline and awards for employees. He/she fully cooperates in the development and implementation of affirmative action in the areas of staff development and training, and cooperates in the investigation of formal and informal discrimination complaints to ensure expeditious resolution. Everything in this Position Description is considered to be an essential function of the position. Performs all other duties as assigned.</p>
<p>Minimum Eligibility Requirements:</p>	<p>Must possess current and valid:</p> <ol style="list-style-type: none"> <li>1. Merchant Mariner Credential (MMC) endorsed as: <ul style="list-style-type: none"> <li>• Any Unlicensed Rating in the Engine Department.</li> <li>• United States Coast Guard License endorsed as: Chief Engineer of Motor Vessels, Steam Vessels or Gas Turbine Vessels of unlimited horsepower.</li> <li>• STCW endorsed as: Chief Engineer.</li> <li>• Federal EPA Universal Certificate/Card.</li> </ul> </li> <li>2. Must be a current permanent First Assistant Engineer and have sailed with MSC for at least 1 year as a temporary First Assistant Engineer or permanent First Assistant Engineer.</li> </ol>

	<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>
<p>Evaluation Criteria:</p>	<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"> <li>1. Operation, maintenance, inspection, and repair of shipboard machinery, propulsion systems, and engineering systems including the application of troubleshooting techniques resulting in the most effective and efficient solutions based on fundamental engineering principles.</li> <li>2. Scheduling, planning, oversight and execution of all maintenance and repair activities.</li> <li>3. Development and execution of budget plans, operating within constraints, identifying variances, and communicating budget performance per established policies and procedures.</li> <li>4. Supervision of engine department personnel to provide leadership, guidance, mentoring and professional development.</li> <li>5. Appropriate oral and written communication.</li> <li>6. Computer operation and use of applications such as SAMM, DHAMS, SMS, ShipClip, MS-Word and MS-Excel.</li> </ol> <p>To earn the highest rating possible, you are encouraged to submit detailed information of the knowledge, skills, and abilities listed above. <b>Related MSC, military, and/or commercial experience, etc., will also be part of the rating process.</b></p>
<p>Conditions of Employment:</p>	<ul style="list-style-type: none"> <li>• All MSC Civil Service 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</li> </ul>

	<p>security as it did before. In order to be permanently promoted for this position, the selectee must:</p> <ul style="list-style-type: none"> <li>• Meet the medical requirements,</li> <li>• Successfully complete the training requirements,</li> <li>• Be clear of any adverse or disciplinary action,</li> <li>• Be able to obtain and maintain the appropriate security clearances,</li> <li>• Be ready, willing, and able to physically perform the duty of this position worldwide at all times,</li> <li>• Be ready, willing, and able to, work in shipboard environmental conditions, and wear protective equipment worldwide at all times, and</li> <li>• Have overall "Good" or above evaluation ratings.</li> </ul>
<p>How to Apply:</p>	<p><b>ALL documents MUST be postmarked by the cut off or closing date of this announcement.</b> 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 <b>WILL</b> disqualify an application from consideration and appropriate administrative or disciplinary action, up to and including removal, <b>WILL</b> 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 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.</p> <p>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</p>

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).

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.

d. Job related training courses (list courses with title and date completed only). Do not submit copies of course completion certificates.

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).

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

	<p>used to validate the HRMS database and will be extracted from the "package" once the MAP HRMS data is identified. Evaluations do not count against the 35 page limitation.</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 <a href="mailto:MSC_POAInbox@us.navy.mil">MSC_POAInbox@us.navy.mil</a>. Inquiry responses will be provided within 2 business days.</p>
<p>How To Contact Us:</p>	<p>Completed application packages will be accepted via Regular mail, FedEx, Email, Fax, and hand-delivered.</p> <ul style="list-style-type: none"> <li>• <b>Mail</b> completed packages to: Military Sealift Command Attn: Marine Employment Division N121 Bldg SP-64, 471 East C Street Norfolk, VA 23511-2419</li> <li>• <b>Fax</b> completed packages to the MSC Marine Employment Division at <b>(757) 443-2936</b>.</li> <li>• <b>Email</b> packages to: <a href="mailto:MSC_POAInbox@us.navy.mil">MSC_POAInbox@us.navy.mil</a> (Subject line of email should contain the announcement number and position title.)</li> <li>• <b>Hand Deliver</b> completed packages to the MSC Marine Employment Division, Bldg SP-312, 581 A Street, Norfolk, VA 23511</li> </ul>
<p><b>NOTE:</b></p>	<p><b>FAILURE TO PROVIDE THE REQUIRED INFORMATION REQUESTED FOR THIS POSITION WILL ADVERSELY AFFECT YOUR ELIGIBILITY.</b></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>
<p><b>MILITARY SEALIFT COMMAND IS AN EQUAL OPPORTUNITY EMPLOYER.</b></p>	<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, sexual orientation, ethnicity, other personal condition unrelated to the applicant's basic ability to perform satisfactory.</p>

Please visit <http://www.msc.navy.mil/civmar/eo.htm> 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.



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