



Radio Electronics Technician Advancement Program

MERIT PROMOTION OPPORTUNITY ANNOUNCEMENT

Announcement #	22-200-01MPOC (RAP)		
Title, Series, Grade, (Code):	Second Radio Electronics Technician (220), WM-9999-14 First Radio Electronics Technician (212), WM-9997-12		
Base Salary:	Second RET (220) East: \$51,095 - West:\$52,660 Per annum First RET (212) East: \$59,399 - West: \$59,726 Per annum		
Opening Date:	March 1, 2022	Closing Date:	Open Continuously With Periodic Cutoffs
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 for either position, must reapply, if they wish to be considered for this position.		
Program Purpose:	<p>This program is designed to bring experienced personnel and apprentice participants into the program for up to 48 months of being mentored by the Civilian Mariner staff. The successful candidate would serve as Second Radio Electronics Technician (RET2) or First Radio Electronics Technician (RET1) in the Communications Department aboard various classes of MSC civil service crewed ships, both at sea and in port.</p> <p>Selected candidates will be placed in the Radio Electronics Technician Advancement Program (RAP) for job training, sea time, and work experience. The RAP offers a career opportunity and promotion path for deserving RET2s and RET1s. Candidates will receive online and classroom training, ship assignments and evaluations.</p> <p>Candidate must sign a 48 months service agreement and fulfill the documented communications sea time, program skill training requirements, and maintain satisfactory or better evaluations from their shipboard supervisors. Upon successful completion of program requirements, participant will be eligible for promotion from RET2 to RET1 and RET1 to CRET.</p> <p>Selections for permanent promotions will be contingent upon the employee's ability to achieve and maintain respective position requirements (training, security, medical, performance, etc.), and availability of RET1 and CRET positions. Promotions are also contingent upon successful</p>		

	<p>completion of an administrative review (medical, security, discipline, etc.), and a review of supervisory evaluations and input regarding performance and readiness for permanent promotion.</p> <p>Failure to comply with the program requirements within the allotted time may result in termination from employment.</p>
Duties:	<p>The Second Radio Electronics Technician (RET2) and the First Radio Electronics Technician (RET1) are civil service mariners (CIVMARs) 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 environment.</p> <p>The Second Radio Electronics Technician is part of the Communications Department and stand watches under the supervision of the Chief Radio Electronics Technician (CRET). The incumbent operates and maintains the ship's military communication suites. The incumbent will be required to fulfill the requirements set out below under some degree of guidance and supervision, which is expected to lessen as experience/ training, is gained.</p> <p>The incumbent transfers information by state-of-the-art technology using tactical/ or commercial satellites on a global basis and traditional RF systems. Operations are routinely performed within a battle group with specific circuits and protocol that must be utilized. Complies with COMSEC (Communications Security) and cryptographic equipment requirements on both transmission and receipt of communication signals.</p> <p>The incumbent must possess a basic knowledge of electronic theory and be competent to perform required equipment inspection, evaluation of performance, problem troubleshooting, preventive maintenance, and limited repairs to shipboard communications systems under varying levels of supervision. The incumbent must become capable of operating radio cryptographic equipment. The incumbent must become proficient in interpretation of electronics technical manuals, drawings, specifications, and schematic drawings.</p> <p>The incumbent must be capable of using diagnostic programs, electronic test equipment and tools. The incumbent must be capable in time of diagnosing problems and determining appropriate corrective action using Navy and commercial</p>

manuals. The incumbent must be knowledgeable of the Electrical Safety Program and safety requirements of the various types of equipment worked upon. In performing the work, incumbent is required to observe all safety rules to ensure personal safety and safety of co-workers. Incumbent is required to be proficient in the performance of shipboard emergency drills, performing all duties as assigned. The incumbent will be required to work aloft and over the side while maintaining antenna systems.

The **First Radio Electronics Technician** is a watch stander and functions as a watch partner, supervised by the Chief Radio Electronics Technician, and carries out functions for the daily operations of the department.

The incumbent has knowledge of, but not limited to, Navy Telecommunications Publications (NT P's), Naval Warfare Publications (NWP's), Fleet Telecommunications Publications (FTP's), Communications Information Bulletins (CIB's), Communications Information Advisories (CIA's), and Current General Message Files (GMF's).

The incumbent transfers information using tactical or commercial satellites on a global basis. Operations are routinely performed within a battle group with specific circuits and protocol that must be utilized. Complies with EKMS policy and procedures for the handling and safeguarding of COMSEC material and is skilled in operating radio cryptographic equipment. The incumbent operates, monitors, and controls information systems in support of worldwide telecommunications networks. Assigned systems include, CUDIXS, MDU, MDS; NOW, GATEGUARD, FSM, NAVMACS V2 or 11 SYSTEMS, MISNS, and ADNS.

The incumbent performs assigned mission organizational level troubleshooting, maintenance and minor repair of Command, Control, Communications, and Computer systems. Systems to be kept fully operational include ship's capability to handle two or more secure Fleet Broadcast Satellite Communications (FLT BROADCAST) channels for classified traffic, CUDTXS to send and receive genser traffic and tactical voice circuits to report or relay operational and administrative information.

The incumbent must possess knowledge of electronic theory and be competent to perform MSC required equipment preventive and/or- corrective maintenance, equipment troubleshooting, and limited repair to shipboard communications systems.

	<p>For both positions, incumbent must be capable of attaining and retaining a Top Secret clearance.</p> <p>Everything in this Position Description is considered to be an essential function of this position. Performs other duties as assigned.</p>
<p>Minimum Eligibility Requirements:</p>	<p>Must be a United States citizen of at least 18 years of age and possess and maintain a valid and current:</p> <p style="text-align: center;"><u>SECOND RADIO ELECTRONICS TECHNICIAN</u></p> <ol style="list-style-type: none"> 1. U.S. Passport with a minimum of seven (7) months of expiration date. 2. Transportation Worker Identification Credential (TWIC) and/or Department of Defense (DOD) Common Access Card (CAC) with a minimum of ten (10) months remaining of expiration. 3. USCG Merchant Mariner Credential (MMC) endorsed as Ordinary Seaman, Wiper, and Stewards Department (FH) with a minimum of ten (10) months remaining from expiration date. 4. USCG Medical Certificate without any Limitations/Restrictions. <p style="text-align: center;">AND</p> <p>US Navy (Communications rating) with at least two (2) years experience in shipboard Communications Center (i.e. Radio Central) (*preferred).</p> <p>OR</p> <p>Navy Operational rating or other branches of the Military/National/Coast Guard with experience working with communications systems.</p> <p>OR</p> <p>Commercial communications experience or a certificate/degree for training/education completed from a Technical Institute (e.g. ECPI or ITT), college or university. Experience must be within the recent ten (10) years of announcement.</p>

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AND

U.S. Navy E5 or above (Communications rating) with at least two (2) years' experience in shipboard Communications Center (i.e. Radio Central). Other branches of the Military/National Guard, experience working in shore base Communications center or Operations Center (**this is not referring to a Combat Information Center (CIC)**). Experience must be within the recent ten (10) years of announcement.

OR

Must have two (2) years cumulative experience sailing on MSC vessels as a permanent Second Radio Electronics Technician (RET2).

OR

Equivalent Government and/or Commercial Communications with at least two (2) years experience. Experience must be within the recent ten (10) years of announcement.

Evaluation
Criteria:

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 applications are being considered.

SECOND RADIO ELECTRONICS TECHNICIAN

1. Knowledge of requirements and procedures of the shipboard communications watch.
2. Knowledge and ability to construct and handling Naval Operational/Administrative outgoing messages for all classifications.
3. Knowledgeable and ability in Communication Security Material System (CMS) procedures as relating to duties/responsibilities of the CMS user in the Communication Center.

FIRST RADIO ELECTRONICS TECHNICIAN

1. Detailed knowledge associated with the operations of the underway communications watch.
2. Ability to setup, maintain and troubleshoot operational and tactical communication system/circuits.
3. Ability to interpret Navy, Joint, Allied and Operational instructions in drafting all forms of Operational and Administrative Naval messages.
4. Knowledge of and ability to properly handle COMSEC material/equipment IAW CMS Policy and Procedures for Local Element (LE) user.
5. Ability to operate Navy unique PC based system, and perform preventive maintenance.

Related MSC, military, and/or commercial experience, etc., will also be part of the rating process.

Conditions of Employment:

- To comply with the recent preliminary nationwide injunction on Executive Order 14043, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees, the Department of the Navy is not taking any action to implement or enforce the COVID-19 vaccination requirement. New hires will need to provide their vaccination status as well as comply with workplace safety protocols related to masking, physical distancing, testing, travel, and quarantine.
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- 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 security as it did

	<p>before. In order to be permanently promoted for this position, the selectee must:</p> <ul style="list-style-type: none"> • Meet the medical, dental and mental requirements. • A CIVMAR who occupies this rating or position while sailing on MSC Government Owned, Government Operated (GOGO) vessels is required to use Fall Protection Arrest System (FPAS) safety equipment in order to carry out essential functions of their rating or position. Therefore, the incumbent is required to maintain a mass body weight of no more than 295 Pounds, • 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 shipboard environmental conditions, and wear protective equipment worldwide at all times, and • Have overall "Good" or above evaluation ratings.
<p>How to Apply:</p>	<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>

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.

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).

c. Summary of ship assignments including position held and dates assigned for at least the last five (5) years.

	<p>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 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 MSCPOAInbox@navy.mil. 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"> • Mail completed packages to: Military Sealift Command Attn: Marine Employment Division N121 Bldg SP-64, 471 East C Street Norfolk, VA 23511-2419 • Fax completed packages to the MSC Marine Employment Division at (757) 443-2936. • Email packages to: MSCPOAInbox@navy.mil (Subject line of email should contain the announcement

	<p>number and position title.)</p> <ul style="list-style-type: none"> • 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, sexual orientation, ethnicity, other personal condition unrelated to the applicant's basic ability to perform satisfactory. Please visit http://www.msc.navy.mil/civmar/eeo.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 MSCPOAInbox@navy.mil and/or refer to the "How to Apply" section of this announcement.</p>

