

**Civilian Personnel Office  
52d Force Support Squadron  
Building 151, Spangdahlem AB  
54529 Spangdahlem**

**Announcement Number: 32/2024**

**Opening Date: 20 Mar 2024**

**Closing Date: open until filled**

**Internal and External Non-US Vacancy Announcement  
(IAW USAFEI -AFAFRICA/ 36-113)**

**Area of Consideration: Internal and External**

**Area of Consideration: Comprises all organizations of the US Forces within Germany and external applicants  
Auswahlbereich: Umfasst alle Organisationen der US Streitkräfte innerhalb von Deutschland und externe Bewerber**

**POSITION TITLE: *Automotive and Equipment Repair Inspector (m/f/d)***

**GRADE: C-5823-5A**

**WORK HOURS: 38.5 hours per week** (On principle. this position would also be suitable for part-time employment)

**ORGANIZATION: 52 LRS/LGRVM**

**LOCATION: Spangdahlem**

On principle this position is also suitable for severely handicapped persons.

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**MAJOR DUTIES:**

**The Primary purpose of this position is:** To Perform the duty as Customer Service Representative in the Customer Service Section for General Purpose and Special Purpose Vehicles. To perform periodic safety inspections; inspect general purpose, special purpose vehicles and equipment for quality assurance on repaired vehicles. Performs duties as Automotive Inspector for privately owned vehicles (POVs). Provides customer service for military and civilian personnel, provides fast and dependable service to the user; debriefs vehicle operator; performs incoming inspections on vehicles and equipment for the purpose of determining maintenance requirements; verifies vehicle malfunctions and performs a complete inspection using diagnostic test equipment when required. Determines if the vehicle malfunction is a result of suspected abuse, delayed/deferred and if the vehicle is due for scheduled inspections, using current computer program; initiates an AF Form 1823 or using the DPAS format. If the repair takes more than two hours to complete, opens up a work request; performs mechanical repair, if repair is under 2 hours. Verifies that the vehicles are IAW AFI -23-302 when turned in for maintenance; checks if vehicle or equipment is due for maintenance Of current computer program. Certifies for the completeness and accuracy of work done by other automotive mechanics for the purpose of Quality Assurance before the Vehicle is getting released to customer. Performs mechanical inspections on privately owned vehicles (POV) which are of different foreign and domestic origin, various design and make. Inspects vehicles for compliance with AE Reg. 190-1 and German traffic laws (Strassenverkehrszulassungsordnung - STVZO). Checks frame and body, fuel tank and lines, tires and wheels, steering, hand and foot brakes, and the operation of all lighting and other electrical devices. Completes safety inspection records required for the registration of the vehicle, indicating all necessary data. Certifies inspection findings, rejects, or releases vehicles. In case of rejection, indicates found deficiencies on inspection record and reschedules vehicles for required post-inspection. Explains deficiencies detected to the vehicle owner and indicates repair work to be conducted. Certifies for completeness and accuracy of inspection and roadworthiness of vehicle. Prepares monthly report of vehicles inspected indicating the number of vehicles passed and failed, reasons for failure, organization of owner and vehicle data. Performs safety inspections; inspects special and general-purpose automotive vehicles and equipment turned in for repair, periodic maintenance, or technical order compliance; and conducts quality assurance on repaired vehicles. Performs visual inspections and operational tests. Using testing instruments and conducts test runs to determine safe mechanical operating condition and serviceability status to locate defects of parts or components; to recommend vehicle disposition action. Upon completion of shop work, conducts quality assurance inspections including operational and road tests; where appropriate, to ascertain that specified work has been accomplished and repair work done meets established serviceability standards. Rejects vehicles/equipment not meeting the required technical adequacy of repairs and quality standards. Also inspects repair work in progress to assure that equipment is being repaired in accordance with pertinent requirement. Utilizes safety practices and procedures following established safety rules and regulations and maintains safe and clean work environment. Uses and assures proper fit of required safety equipment and clothing. Uses and maintains hand and power tools. Maintains records and documents actions. Complies with environmental directives pertaining to handling hazardous waste.

For further details and review of the position description contact the Civilian Personnel Section, Bldg. 151, Spangdahlem Air Base.

**QUALIFICATION REQUIREMENTS/QUALIFIZIERUNGSANFORDERUNGEN:**

**Education and Training Level:**

**IIb** – An apprenticeship with certificate of completion as Automotive Vehicle Mechanic or closely related occupation.

**OR**

**IIIa** – Intermediate secondary school diploma plus completed apprenticeship as Automotive Vehicle Mechanic or closely related occupation.

**OR**

**IVb** – State certified Master Craftsman (m/f/d) in Automotive Mechanic field.

**OR**

**IVc** – State Certified Technician (m/f/d) in Automotive Mechanic field.

\*) applicants with E&T Level II or III must have been gained a minimum of 5 years experience as automotive mechanic.

Creditable higher level education is also acceptable as long as related to the position for which considered.

Substitution: none

**Creditable Experience Requirements:**

<b>Grade</b>	<b>E&amp;T Level II</b>	<b>E&amp;T Level III</b>	<b>E&amp;T Level IV</b>
C-5a	5 years	5 years	none

**Acceptable Creditable Experience:**

Salary Schedule C-3 through C-5a: Creditable experience includes any type of work or activity of an applicant that has provided the basic knowledge, skills and abilities needed to successfully perform the major tasks of the position for which considered.

**Proficiency Requirements:**

- Good command of the English language (ELP Level 2, passing score 65%) is required – as stated in PD.
- Good command of the German language is required.
- Driver's License Class B is required.
- Computer knowledge: MS Office
- Lifting and carrying items up to 20 kilos (40 lbs) is required.
- Occasionally lifts items of 50 pounds or more with mechanical devices or with assistance from workers.
- May be required to guide and/or train newly assigned personnel and/or co-workers, both Local National and Active Duty members.
- Position incumbent must be able to obtain VISA/ESTA for travel to the US or other countries requiring a VISA.

***HOW TO APPLY:***

Application (USAFE Form 201) and Request for Placements Consideration (USAFE Form 10- if currently employed) and any **supporting documents** must be turned in to the Civilian Personnel Office, Bldg. 151, 54529 Spangdahlem or sent via email to [52fss.spang.jobs@us.af.mil](mailto:52fss.spang.jobs@us.af.mil) All applications **must be received** by the closing date of the announcement. For further detailed information please call DSN 452-6080 or Commercial 06565-61-6080 (08:00 – 16:00, closed Tuesday afternoon) or check our website: <https://www.52fss.com/civilian-personnel-section>

**The application cannot be considered if supporting documents are missing.**

Applicants presenting foreign education & training credentials are required to obtain a letter of equivalency from the appropriate German authority of the state where he/she is residing. In Rheinland-Pfalz you may contact: Aufsichts- und Dienstleistungsdirektion (ADD), Trier