

## **NAF HR Office Job Fair - Frequently Asked Questions (FAQ)**

### **What is NAF employment and how is it different from other federal employment?**

NAF (Non-Appropriated Fund) employment refers to positions funded through self-generated revenue, such as Morale, Welfare, and Recreation (MWR) programs. These jobs are federal but not paid through congressional appropriations and follow different hiring rules and benefits structures than Appropriated Fund (GS) positions.

### **Who is eligible to apply for NAF jobs in Ramstein, Germany?**

Eligible individuals include U.S. citizens, family members of active duty personnel, DoD civilian employees, retirees, and some other affiliated individuals under the Status of Forces Agreement (SOFA).

### **Do I need to be a U.S. citizen to work here?**

In Germany, Air Force NAF can hire U.S. Citizens and legal U.S. residents in Germany. In accordance with the Status of Forces Agreement between Germany and the U.S., you must be a U.S. citizen or citizen of a NATO country with a U.S. permanent resident card in order to be eligible for NAF employment. Citizens of Germany (including dual citizenship if Germany is one of the countries) as well as "ordinarily resident" US citizens are not eligible for NAF employment per SOFA agreement. If not already in the commuting area, must be able to verify the ability to arrive before a firm job offer can be sent.

### **Are there any positions that offer Logistical Support/SOFA?**

Yes, regular part-time and regular full-time positions may offer logistical support. Please speak with the hiring manager during the interview process to see if a specific position offers logistical support.

### **Are NAF positions open to local national (German) residents?**

The Ramstein NAF HR Office only hires those eligible in the above paragraph. However, local nationals can still find employment opportunities through the Civilian Personnel Office (CPO). Please visit [NON-US STELLENAUSSCHREIBUNGEN / VACANCIES > Ramstein Air Base > Display](#) for more information.

### **What types of jobs are currently available?**

Jobs range from childcare providers, food service workers, recreation assistants, administrative support, fitness instructors, to management positions.

### **Where can I view current job openings?**

Visit USAJobs.gov, here is our current list of open positions: [USAJOBS - Search](#)

### **How do I apply for a NAF position?**

Applications are submitted online via USAJobs.gov. Be sure to read the job announcement for specific instructions and upload any applicable documents.

### **What documents do I need to submit with my application?**

Typically, a resume, PCS orders (if applicable), sponsor's orders, SF-50/AF-2545 (for current/former federal employees), and any certifications or licenses listed in the announcement.

### **Do I need a resume or can I just fill out the online application?**

A resume is required and should be tailored to the position you are applying for.

### **How long does the hiring process take?**

It can take anywhere from 2–6 weeks, depending on the position, background checks, and other conditions of employment.

### **What happens after I submit my application?**

You may be contacted for an interview if selected. If not selected, you will be notified via email or system update.

### **Can I apply for more than one position at a time?**

Yes, you are encouraged to apply for all positions for which you are qualified.

### **What is the difference between flexible, part-time, and full-time NAF positions?**

Flexible employees work as needed, without guaranteed weekly hours. Part-time employees are guaranteed at least 20 hours a week and can work up to 40 and are eligible for benefits such as paid leave, 401k, retirement, and insurances. Full-time employees work 35-40 hours per week and are eligible for full benefits.

### **Can military spouses or family members apply?**

Yes, and they may be eligible for spouse or family member preferences in hiring, when applying please upload PCS orders.

### **What is the minimum age to be employed by NAF?**

You must be at least 16 to become a NAF employee. Certain positions such as Child & Youth Program Assistants and Bartenders require a minimum age of 18.

### **Can active duty military members hold a NAF position?**

Yes, we can employ off-duty military members, although some limitations do apply.

### **Are retirees eligible to apply for NAF jobs?**

Yes, retirees and their eligible family members can apply. Please submit your DD214 (member 2 or service 4) to be considered for veterans preference.

**What kind of background checks are required?**

Most positions require a Tier 1 background investigation. Childcare and sensitive positions require more extensive checks.

**How is pay determined for NAF positions?**

Pay is based on NAF wage schedules, determined by the position's duties and grade level.

**Do NAF employees receive benefits (health, retirement, etc.)?**

Full-time and part-time employees may be eligible for benefits such as health insurance, retirement plans, and life insurance.

**Do NAF employees earn annual or sick leave?**

Yes, depending on the appointment category. Full-time and regular part-time employees accrue both types of leave.

**What is the pay frequency (bi-weekly/monthly)?**

NAF employees are paid bi-weekly.

**Where is the job fair located, and do I need to pre-register?**

The job fair is held at the E-Club (bldg. 2140) on Ramstein. Pre-registration is not required, but it is encouraged to pre-apply for any positions you might be interested in on USAJobs.gov. Our current vacancies can be found here: [USAJOBS - Search](#)

**What should I bring to the job fair?**

Please bring copies of your resume.

**Will on-the-spot interviews be conducted?**

Yes, hiring managers will conduct interviews at the event.

**Will resume help or career counseling be offered at the event?**

Yes, Military & Family Readiness Center will have representatives available for resume reviews and mock interviews.

**Can I apply for a job directly at the fair?**

Yes, we will have application stations available for same-day submissions.

**Will childcare be provided at the job fair?**

No, childcare services will not be available, so please plan accordingly.