

## **FAQ**

### **What is the difference between a flexible and regular employee?**

A flexible employee is guaranteed no hours they can work anywhere from 0 – 40 hours in a work week. A regular employee can be guaranteed anywhere from 20 – 40 hours in a work week accruing sick and annual leave. A flex employee does not accrue any sick or annual leave.

### **Who can apply for a position with NAF?**

Anyone can apply for work with NAF as long as they fit the following criteria and requirements that are needed for the position that they are applying for. You must be legally able to work in the US (work permit must be provided). The minimum age requirement is 16. To work with any of the Youth Services activities you must be 18 and a high school graduate. A position that deals with the selling of alcohol you must meet the minimum age requirement for the state of FL.

### **What are the different priority levels in employment preferences with NAF?**

Eligible and qualified military spouses have first priority (a copy of spouses PCS orders must be provided in order for the preference to be considered ... this can only be used once within the commuting area ... once you have accepted or declined a position that has been officially offered to you, your spousal preference is lost.) THP – Transitory Hiring Preference comes next then Veterans Preference (not all veterans receive this, it will all depend on when the time was served if a conflict or campaign was going on ... a copy of your DD214 Member 4 will be needed to determine this.)

### **What are CC positions?**

These are our Child Care positions which are located at our School Age Program and the Child Development Center.

### **Is there a limit as to how many positions a person can apply for?**

You can apply for as many positions that you are qualified for. You must complete a separate application packet for each position. The packet should include the OF 612, OF 306 and the Supplement to the 612.

### **I'm interested in a position at the Youth Center what forms will I need to fill out and have with me in order to apply?**

You will need to fill out an OF 612, OF 306, Supplement Form to the 612, Acknowledgements of Rights, NAF Application Continuation and NAF Application

Continuation – Motor Vehicle Operation. Also a copy of your current driving record is required (you may be able to obtain one from the County Clerk Office or online at [www.dmv.org](http://www.dmv.org))

**I am interested in applying for a position at the Child Development Center ... what forms will I need to fill out?**

You will need to fill out an OF 612, OF 306, Supplement Form to the 612 and an Acknowledgement of Rights Form.

**Does NAF Eglin HRO accept photocopied applications or faxed copies?**

We do accept photocopies as long as the signatures are ORIGINALS we cannot accept faxed applications due to the signatures not being originals.

**Can I attach a resume to the application?**

You may attach a resume to the application but it would be wise to fill out as much information as possible on the application forms because if they are incomplete they will be sent back.

**How can I find out the positions descriptions that are on the continuous list?**

Unfortunately these positions are not available online you will need to come in to the NAF HRO office to take a look at them, they are located in binders in the Customer Service area.