

Vacancy Advertisement No. 07/25

“Maintenance Technician”

**with the Federal Republic of Germany Office of Defense Administration, U.S.A. and Canada,
Reston, VA duty station**

File No.	Your contact	Phone	Email	Date
RP 2 - 07/25	Ms. Tahmas-Sattar	+1 703 390 3126	BWVStUSACAPersonal@bundeswehr.org	07/22/2025

The Federal Republic of Germany Office of Defense Administration, U.S.A. and Canada in Reston, VA is seeking to fill, at the earliest possible date, the position of a **“Maintenance Technician”**. This is a 40 hours per week position.

Responsibilities:

- Any and all maintenance work at our Reston office building and, as a temporary stand-in, at our Dulles airport location
- Obtain vendor offers in English
- Serve as point of contact for all technical questions
- Identify demand for and order required housekeeping consumables
- Perform minor installation, renovation and alteration work on our Reston office building (electric, painting, metalwork and plumbing)
- Monitor proper functioning of and operate the IT-based control technology of the building heating, ventilation, air conditioning and air humidification (HVAC) systems and adjust parameters/settings, if required
- Service and maintain various security systems and transportation equipment
- Perform winter snow/ice removal

Qualification requirements:

Required:

- Several years of relevant practical work experience in one of the specified occupations or a similar occupation (electrician, metalworker, plumber or other skilled trade)
- Business fluent in English, both spoken and written
- Passing a background check
- Valid U.S. work and residence permit
- Valid class “D” driver license and positive driving record

Desirable:

- Electrician or plumber license to perform electric installation work
- Knowledge of German and Spanish
- Basic computer literacy (e.g. Microsoft Office, Lotus Notes).



**FEDERAL REPUBLIC OF
GERMANY
OFFICE OF DEFENSE
ADMINISTRATION,
U.S.A. AND CANADA**

RP 2 HUMAN RESOURCES

11150 Sunrise Valley Drive
Reston, VA 20191
U.S.A.

Phone +1 (703) 390-3126
MilTelNw 90-3401-3126

WWW.BUNDESWEHR.DE

Information:

- The terms of employment, employer-provided benefits as well as duties of the employee will be in accordance with the Employment Agreement and the Policies and Procedures Manual for locally hired employees at Bundeswehr offices and agencies in the United States.
- The starting salary in this position is \$ 5,610.12 gross per month (German *Entgeltgruppe 9a* based on 40 hours/week).
- Employer-provided benefits include, among other things, group health insurance, paid holidays, sick leave and paid vacation. Interested personnel already employed with the Bundeswehr in the United States may inquire about the salary at Human Resources RP 2.

Remarks:

- The hiring process will entail a background check and a level 2 security vetting, since the workplace is located in an aviation security area pursuant to the German Aviation Security Act. By submitting the application, applicants give their consent to undergo the background check and the security vetting.
- Please include in your application a detailed résumé (including all previous employments), a copy of your references as well as certificates of your completed vocational training and/or professional experience. Applicants who do not have U.S. citizenship or a permanent resident card must also provide proof of their valid work permit. The Bundeswehr is unable to provide sponsorship. For organizational reasons, please provide a valid e-mail address and a daytime telephone number in your application.
- Please note that the FRG ODA USA/CA will only consider complete applications received before the deadline. Only those applicants selected to be invited for an interview will be contacted. Interviews are expected to be scheduled for **mid August**.

Kindly submit your application by USPS or email to the following address no later than **August 5, 2025**:

Federal Republic of Germany Office of Defense Administration, U.S.A. and Canada
RP 2 – Human Resources
11150 Sunrise Valley Drive
Reston, VA 20191
BWVStUSACAPersonal@bundeswehr.org
+1 703-390-3125/-3126 (Ms. Subramanian/Ms. Tahmas-Sattar)

FOR THE DIRECTOR

Tahmas-Sattar