



## Naval Academy Business Services Division

**Job Announcement Number: 26-004a**

**Vacancy Open: January 21, 2026 – February 4, 2026**

**Area of Consideration: All Qualified Persons**

**Must be at least 18 years of age to obtain required security clearance**

**Security Level: Tier 1 – Non-Sensitive**

### POSITION DETAILS

Cashier (FSW), NA-7408-02 - Drydock

Flexible (0-40 hours weekly, Non-Benefited)

\$17.97/Hour

Positions Available: 3

Perks: (Possible Shift Pay, Sunday Premium Pay, Daily or Weekly OT, Holiday Pay, Pay Step Increases)

*Join the Crew at Drydock! Ready to be the face of first impressions at the Naval Academy, serving future officers and visitors with a smile in our fast-casual setting? Step aboard and anchor your career with us, where every transaction is an opportunity to deliver top-tier service and become an essential part of the Brigade's daily life!*

*6–8-hour shifts supporting day and evening needs, including holidays and weekends. Flexible scheduling available. Looking for applicants that have year-round availability.*

### JOB SUMMARY

The Cashier (FSW - Food Service Worker) position is located in the U. S. Naval Academy's Non-Appropriated Fund Instrumentality (NAFI), Naval Academy Business Services Division (NABSD) Drydock and 19<sup>th</sup> Hole Quick Service Restaurants, Annapolis, Maryland. NAFI is an entity that generates its own funds through its operations, and is not funded by Congress.

The Cashier provides both the flexibility and the knowledge to multitask in a quick service restaurant, and other satellite locations as needed.

### DUTIES & RESPONSIBILITIES

- Provides customer service, greeting guests and assisting with questions.
- Takes orders and processes payment using POS. May be required to fill out proper paperwork needed for register and accountability.
- Prepares the restaurant with opening and closing procedures to include Sweeping, Mopping and cleaning tables.
- Prepares and makes coffee and tea beverages, stocks merchandise, pastries, and grab and go items. May unload food from delivery trucks and place in correct location.
- Serves food to diners in a professional, sanitary, service oriented and friendly manner.
- May clean dishes, equipment, and surfaces located in food service areas, to include disposing of trash
- Position involves prolonged standing, walking, reaching, stooping, pushing, pulling and bending. Frequent light to moderate lifting of objects weighing up to 20 pounds occurs routinely, sometimes up to 50 pounds. Uses assistance from other coworkers for moving objects weighing more than 20 pounds.
- Other Duties may include: Making a variety of fruit and vegetable salads, serving food in standard portions, preparing and making sandwiches, and other items that are on the restaurant menu, packing box lunches, and assisting with preparation and execution of catering events.

## **KNOWLEDGE, SKILLS and ABILITIES (KSAs) for this position are as follows:**

**\*\* A detailed narrative for each KSA, demonstrating your qualifications and experience using specific examples, must be included in your application.**

1. Incumbent must possess a minimum 3 months of customer service experience. Experience working in a Quick Service, Fast Food or Dine-in Restaurant is preferred.
2. Experience using a POS (Point of Sale) system or Cash Register. Cashier experience in a Quick Service, Fast Food or Dine-in Restaurant is preferred.
3. Multitasking experience to maintain strong customer service in a high-volume setting.
4. Experience operating in a professional, sanitary, service oriented, friendly manner.

## **QUALIFICATIONS & CONDITIONS OF EMPLOYMENT**

Applicants who meet the qualification requirements will be further evaluated to determine the extent to which their education, related experience, training, awards, and supervisory appraisal demonstrate they possess the desired knowledge, skills, and abilities (KSAs).

- Must obtain and maintain a security clearance – requires 18 years of age
- Males born after December 31, 1959 must be registered for Selective Service
- Verification of employment eligibility in the United States is required
- Probationary period: Full Time & Part Time employees serve a one-year probationary period. Flexible employees are employed based on the needs of the business.
- Must be able to understand and communicate in English
- Must complete an Occupational Health screening for this position

## **APPLICATION INSTRUCTIONS**

A complete online application **must** be submitted no later than NOON on the closing date to be considered for a USNA NAF/NABSD position. Please visit the employment website <https://www.usnabsd.com/about/careers/> or email [nabsdjobs@usna.edu](mailto:nabsdjobs@usna.edu) if you need assistance.

Resumes must not exceed 2 pages.

Apply Here: <https://www.usnabsd.com/about/careers/application-for-federal-employment-of-612/>

## **EMPLOYMENT PREFERENCES**

Explanation of employment preferences is available on the NABSD Website. No preference is given unless requested and documented. Acceptance or declination of a regular position ends ability to claim preference for spouse or Involuntarily Separated (IVS) applicants. To claim a preference, you must attach the following documents with your employment application and request form:

- **ICTAP (Interagency Career Transition Assistance Plan):** Most recent SF50 (or equivalent) and RIF (Reduction in Force) notice.
- **Military Spouse:** most current military member's PCS orders, submit spousal request form – (**Per the CNIC 5300.206b, spouses' preferential consideration for NAF positions at the NF-3 and below**)
- **Veteran:** Page four (4) of the DD-214

*Note: Failure to provide the required information may result in loss of consideration for the position and elimination from the selection process. Please be advised that applications received after Noon on the closing date listed above will not be considered. Some positions have special requirements. In these cases, selection is tentative pending satisfactory completion of said requirements. Applicants may be required to provide proof of education, complete a pre-hire health screening, etc. All selections are contingent on obtaining satisfactory employment reference checks.*

*We are an E-Verify participant. Please be informed that applicants will be required to submit a federal government background check. As a condition of employment, the selectee will be required to participate in direct deposit as specified in the negotiated agreement.*

*Occupants of this position must maintain the privacy of official work information and data, and demonstrate the highest level of ethical conduct. DON is an EEO employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, or other non-merit factor.*

*Reasonable accommodations are provided to applicants with disabilities. If reasonable accommodation is needed for any part of the application and hiring process, please contact the office that is collecting the applications. The decision on granting reasonable accommodations will be on a case-by-case basis.*