

<h1>横須賀基地空席広報</h1> <h2>VACANCY ANNOUNCEMENT</h2> <p>-Reissue-</p>		<b>広報番号：</b> Announcement No.	<b>FEC-AM4-001-15(R4)</b>	
		<b>募集締切日：</b> Closing Date	<b>5 Oct 15</b>	
		<b>発行日：</b> Date of Issue	<b>15 Sep 15</b>	
<b>1.職種名 Job title ( 等級 Grade <u>7</u> / 語学等級 LD <u>4</u> )</b>  <div style="text-align: center;"> <h3>Engineer (General), #525</h3> <p>Acceptable trainee level (採用可能見習い等級): 1-5</p> </div> <div style="display: flex; justify-content: space-around;"> <span><input checked="" type="checkbox"/> 事務系 Administrative</span> <span><input type="checkbox"/> 技能系 Blue Collar Trade</span> <span><input type="checkbox"/> 保安系 Security</span> <span><input type="checkbox"/> 医療系 Medical</span> </div>		<b>募集人数</b> No. of Recruitment  <div style="text-align: center; font-size: 2em;"> <b>1</b> 名       </div>	<b>4.募集範囲</b> Area of Consideration I. <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(部隊内) Current MLC/IHA Employee within Activity II. <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance III. <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide IV. <input checked="" type="checkbox"/> 外部 Off Base Applicant	
<b>2.部隊</b> Activity  Naval Facilities Engineering Command, Far East Operations Officer (OP), Asset Management BL TL (AM), Asset Utilization (AM4)  <b>勤務場所</b> Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka		<b>Those who applied FEC-AM4-001-15/(R)~(R3) need not to reapply.</b>  <b>5.雇用の種類</b> Type of Employment <input checked="" type="checkbox"/> MLC <input type="checkbox"/> IHA <span style="float: right;"><input type="checkbox"/> HPT</span> <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term ( ___ ヵ月 Months)		
<b>3.勤務時間</b> Work Schedule ( 週 <u>40</u> 時間制 hrww) <b>勤務日</b> Work Days: Monday-Friday <b>勤務時間・休憩</b> Work Hours/Recess Period: 08:00-16:45, Recess: 12:00-12:45 <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input checked="" type="checkbox"/> 出張 Business Travel				
<b>6.職務内容</b> Duties  <h2 style="margin: 0;">See attached</h2>				
<b>7.資格要件／身体条件</b> Qualification/Physical Requirements a. One year of specialized technical or administrative work experience at 1-6 level in the related work, OR possession of doctorate degree in accredited graduate school in a related field. b. Must be a college or university graduate with specialized education in architecture, mechanical, electrical, civil or structural engineering fields OR possess an official engineering license in the related fields. c. ( 建築、機械、電気、土木、構造工学科のいずれかの学士号、または関連分野の公的な免許状を有する方。 ) d. Must be able to operate Computer Aided Design (CAD) to draw facilities related design. e. ( CAD を使って施設設計に関する製図が出来る方。 ) f. Knowledge of Geographical Information Systems (GIS). g. Knowledge of computer logic to design database structures, and to design and produce engineering support systems application software. h. Skill in operating personal computer applications (Microsoft Office Suite Applications). i. Ability to discuss projects and technical information with project engineers, advise/recommend improvements and changes in workflow process and applications. j. Ability to speak, read and write English at exceptional proficiency level. (LD-4)  *An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below: <b>Note: Qualification stated in b and c for 1-7 level is also required at 1-6 and 1-5 levels.</b> 1-6: a. One year of specialized technical or administrative work experience equivalent at 1-5 level in the related work, OR possession of master's degree in a related field. 1-5: a. One year of clerical, technical, or administrative work experience equivalent at 1-4 level in the related work, OR completion of 4-years college/university in a related field.  * Handicapped applicants may be accepted, depending on the degree and kind of disability.				
<b>英語力</b> English Language Proficiency: <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input checked="" type="checkbox"/> 特段の能力 Exceptional				
<b>学歴</b> Educational Background : See block 7		<b>免許証／修了証</b> License/Certificate Required : 7/8 欄参照 See blocks 7 & 8		



## PRIVACY ACT STATEMENT 個人情報保護について

AUTHORITY: Executive Order 10450, 9397; and Japan Law Concerning Protection of Personal Information (Law No. 57 of 2003).

法令: 米国行政命令 10450, 9397 ; 及び 日本法・個人情報の保護に関する法律 (平成 15 年法律第五十七号)

PRINCIPAL PURPOSES: To record Personal Information for the purposes of executing the business operations of the U.S. Forces, Japan and protection of human life, safety and property, NOTE: Records will be securely maintained in either an electronic or paper form.

主目的: 人間の生命、安全、財産の保護と在日米軍の業務の遂行を目的として、個人情報を記録する為。

注記: 記録は電子書式、もしくは書面にて厳重に保管されます。

ROUTINE USES: To maintain Personal Data accurately with the most up-to-date content to the extent necessary to achieve the stated Principal Purposes.

利用目的: 主目的の達成に必要な、最新で正確な個人情報を維持する為。

DISCLOSURE: Disclosure of this information is voluntary; however, failure to provide the requested information may impede, delay or prevent further processing of administrative actions.

情報開示: 個人情報の開示は任意ですが、要求された情報を提供しなかった場合、その後の手続きの妨げ、遅れ、あるいは中断となる事があります。

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### Engineer (General)

#### 1. GIS Engineering Duties (35%)

- a. Serves as a professional architect or engineer skilled in the application of engineering support systems technology including computer-aided design and drafting (CADD), and geographic information systems (GIS). Functions as a technical expert/consultant on multi-discipline design teams that require complex analysis techniques and/or application of engineering-related computer equipment and automated procedures.
- b. Applies knowledge of professional engineering, geospatial science, mapping, and related mathematics fields, along with advanced understanding of state-of-the-art computer architecture and integration in providing technical consultation and assistance in performing analysis and producing technical documents and reports. Advises and assists design engineers and architects in the application of new GIS technology in the various fields of engineering.

#### 2. GIS Support Duties (40%)

- a. Uses specialized professional knowledge of facilities management, particularly engineering and utilities, to execute GIS initiatives for the Command and its customers.
- b. Conducts quarterly reviews, validation and updates of GIS data for Financial Improvement and Audit Readiness (FIAR).
- c. Based on guidance from the supervisor, executes GIS solutions to meet the needs of engineers and facility managers. Provides training and guidance to users. Participates in the development of GIS policy, standards, procedures, and guidelines as necessary to augment general DOD, FIAR and NAVFAC policy and procedures.
- d. Provides technical input for contracted GIS technical services. Reviews submitted work products for technical adequacy.

#### C. Computer Systems Support (15%)

- a. Designs geospatial and tabular database structures based on data relationships, data ownership, methods and frequency of access, storage media, data volatility, analysis requirements, etc. Distinguishes common and unique data requirements in order to assign data ownership, avoid data redundancy and properly assign data maintenance responsibility. Monitors the integrity of regional and enterprise GIS databases to ensure data quality and initiate action to correct deficiencies.
- b. Designs and produces engineering support system application software as necessary. Implements off-the-shelf, contractor supplied or organically developed software, updating system documentation, distributing the documentation and providing end-user training.

#### 4. Contacts and Supervision (10%)

- a. Maintains professional communication with CADD/GIS staff of other Commands within NAVFAC Far East AOR and with other DOD service components in Japan in order to develop mutual policy and guidance and produce greater consistency between implementations. Coordinates initiatives where practical in order to minimize duplication of effort and expense. Maintains professional contacts with CADD/GIS users throughout government and industry to broaden and improve the implementation at NAVFAC Far East.
- b. Reports directly to the AM4 Division Head, who issues general guidance as to scope and priorities of projects.

Performs other related duties as assigned.