

横須賀基地空席広報

VACANCY ANNOUNCEMENT

-Reissue-

Changed No. of Recruitment from Two (2) to One (1).

広報番号：

Announcement No.

SRFJPMC-169-15(R4)

募集締切日：

Closing Date

5 Apr 16

1st Cut-off: 23 Feb 16

2nd Cut-off: 15 Mar 16

発行日：

Date of Issue

3 Feb 16

1. 職種名 Job title (等級 Grade 6 / 語学等級 LD 3)

Production Control Specialist, #162

(生産管理専門職)

Acceptable trainee level (採用可能見習い等級): 1-4

事務系 技能系 保安系 医療系
Administrative Blue Collar Trade Security Medical

募集人数
No. of
Recruitment

1 名

4. 募集範囲 Area of Consideration

- I. 現 MLC/IHA 従業員 (部隊内)
Current MLC/IHA Employee within Activity
II. 現 MLC/IHA 従業員(通勤圏内)
Current MLC/IHA Employee in commuting distance
III. 現 MLC/IHA 従業員(全在日米軍)
Current MLC/IHA Employee Japan Wide
IV. 外部 Off Base Applicant

*Those who previously applied for VA# SRFJPMC-169-15~(R3) need not to reapply.

5. 雇用の種類 Type of Employment

- MLC IHA HPT
 常用 Permanent
 限定 Limited Term (___ヵ月 Months)

2. 部隊 Activity

U. S. Naval Ship Repair Facility & Japan Regional Maintenance Center,
Yokosuka, Japan, Engineering & Planning Department (C200),
Planning & Estimating Division (C225), Job Planning Branch (C230),
Electrical/Electronics/Combat Systems Job Planning Section (C233)

勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka

3. 勤務時間 Work Schedule (週 40 時間制 hrww)

勤務日 Work Days: 月曜日 - 金曜日 Monday thru Friday

勤務時間・休憩 Work Hours/Recess Period: 08:00 - 16:45/12:00 - 12:45

夜勤 Night Shift 残業 Overtime 出張 Business Travel

6. 職務内容 Duties

Performs, as Planner and Estimator, a variety of complex work assignments (e.g., planning, estimating and preparing Technical Work Document (TWD) and specifications with regard to the electric, electronic, combat systems and associated systems and equipment) of the ship for repair, overhaul, alteration and/or conversion.

Performs complex work involved in the assignments to planner and estimator, such as: Prepares detailed work specifications; reviews contractor's Condition Reports; prepares TWD revisions with estimates. Determines the scope of additional work requirements, identifies materials, estimates labor hours, labor and material costs. Performs less complex and/or repetitive type of work assignments (planning, estimating and drafting TWD and specifications with regard to the electric, electronic, combat systems, and associated systems and equipment) of the ship for repair, overhaul, alteration and/or conversion.

7. 資格要件/身体条件 Qualification/Physical Requirements

- 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 may qualify him/her at 1-6 level.
b. Knowledge of ship repair work related to electric systems, associated systems and equipment of naval ships.
c. Skill in operating personal computer such as Word, Excel, PowerPoint, and Outlook, etc.
d. Ability to estimate labor hours, labor and material costs, to prepare detailed work specifications and work orders, and to identify/order materials for assigned ship repair work.
e. Ability to speak, read, and write English at fluent proficiency level (LD-3).

* An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below.

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 may qualify him/her at 1-5 level.

1-4: a. One year of clerical, technical, or administrative work experience in any field, **OR** completion of 4-years college/university in any field may qualify him/her at 1-4 level.

*Handicapped applicants may be accepted, depending on the degree and kind of disability.

英語力 English Language Proficiency : 必要なし None 初級 Basic 中級 Intermediate 上級 Advanced 特段の能力
Exceptional

学歴 Educational Background : N/A

免許証/修了証 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。