MWR Positions

Come join the MWR team! *Are you a customer service and team oriented individual who possesses the qualifications for any of the positions listed here? Then come visit us in the MWR Building, room 225, or call 243-1246.*

Club Operations Division

Caterer – NF-03, $11.02/hr. Club Alliance (1 RFT).
Food Service Supervisor – NF-03, $11.02-$/hr. Food Court (1 RFT).
Food Service Worker – NA-03, $9.48/hr. Club Alliance (1 Flex).
Waiter/Waitress – NA-03, $9.48/hr. Club Alliance (1 Flex), O' Club (3 Flex).
Club Operations Assistant – NF-02, $8.71-$11/hr. CPO Club (1 Flex).
Club Operations Assistant – NF-02, $8.71-$10.91/hr. Club Takemiya (1 Flex).
Club Operations Assistant – NF-02, $8.71-$10.71/hr. Negishi Club (1 Flex).
Club Operations Assistant – NF-02, $8.71-$10.39/hr. O' Club (1 Flex).
Cashier – NF-01, $7.50/hr. Club Takemiya (1 Flex), CPO Club (1 RFT/ 1 Flex).
Cashier – NF-01, $7.50-$9.50/hr. Club Alliance (1 Flex), O' Club (2 Flex).
ID Checker/Security – NF-01, $7.25/hr. Club Alliance (1 Flex).
Recreation Aide – NF-01, $7.25/hr. Bowling Center (3 Flex).

Support Activities

Automotive Mechanic – NA-10, $14.47/hr. Maintenance (1 RFT).
Electrician – NA-08, $13.06/hr. Maintenance (1 RFT).

Child and Youth Program

Program Assistant – CY-01/02, $9.59-$11.75/hr. Negishi CDC (2 RFT/ 1 Flex), Yokosuka Main CDC (4 Flex), Annex CDC (5 RFT/6 Flex), Ikego CDC (1 RFT/4 Flex), Yokosuka SAC (7 Flex), Negishi SAC (1 Flex), Negishi Youth Sports (1 Flex).
Food Service Worker – NA-02, $8.77/hr. Ikego CDC (1 Flex).
Operations Clerk – NF-02, $8.71/hr. Ikego CDC (1 RFT).
Operations Clerk/Driver – NF-02, $8.71/hr. Ikego CDC (1 RFT).

Recreation Division

Projectionist – NA-07, $12.35/hr. Theater (1 Flex).
Food Service Worker – NA-03, $9.48/hr. Theater (1 Flex).
Recreation Assistant (Duty Manager) – NF-02, $8.71/hr. Theater (2 Flex).
Administrative Assistant – NF-02, $8.71/hr. Recreation Division (1 RFT).
Recreation Assistant – NF-02, $8.71/hr. ITT (1 RFT), Community Center (1 RFT).

Athletics Division

Field Maintenance Worker – NA-05, $10.94/hr. Athletics (1 RFT).
Recreation Assistant (Duty Manager) – NF-02, $8.71/hr. Athletics (1 Flex).
Clerk Typist – NF-01, $7.52/hr. Athletics (1 Flex).
Recreation Assistant (Gear Issue) – NF-01, $7.25/hr. Athletics (1 RFT).

*Due to publishing timelines, some jobs listed may not be available. For the most up-to-date listing check out:

http://www.mwryokosuka.wordpress.com

Director – NMCRS Yokosuka

Navy-Marine Corps Relief Society (NMCRS) seeks a part-time (30 hrs./ week) experienced director to manage operations at our office on Yokosuka Naval Base, Japan. Applicants must have all the following attributes to be considered: (1) Be a command-sponsored spouse of an active duty service member or be the spouse of a member of the U.S. civilian personnel component; and (2) Be a U.S. citizen. Candidates must also possess the following: A minimum of an AA/AS degree from a college or university recognized by the U.S. Department of Education; Experience in recruiting, retaining, motivating and working with volunteer staff in an organization similar to NMCRS; Experience in public speaking or as a training facilitator; Two or more years supervisory experience; Basic knowledge of Microsoft Office software; and superior leadership, interpersonal and communication skills. In-depth knowledge of military command structure, pay and allowance systems, and experience providing financial management/counseling to others are highly desirable. Prior association with NMCRS, as an employee or a volunteer, will be a significant factor in evaluating a candidate's qualifications for this position.
Starting pay is $19.50/hr. plus benefits (negotiable based on experience and other factors). Interested parties may obtain an application from hr@ nmcrs.org. You may also visit our office located at Yokosuka Naval Base, building 3365, Suite 312 or call at DSN 315-243-7905 or Commercial 011-81-46-816-7905. Please mail or fax completed and signed applications, cover letter, résumé, and proof of SOFA status (i.e. Area Clearance/Orders) by close ob business Friday, Jan. 27, 2012 to:

NMCRS Headquarters
ATTN: Human Resources
875 N. Randolph St, Ste 225
Arlington, VA 22203
Fax (703) 696-0144

Although we acknowledge receipt of all applications, only those selected for interviews will receive further notification. Visit NMCRS on the web at www.nmcrs.org. E.O.E.

HRO USCS Positions

Applications and forms for local/Japan-wide vacancies must be received at the HRO, Yokosuka customer service desk, or through the mail at HRO, PSC 473 Box 22, FPO AP 96349-0022 by 4 p.m. on the closing/cut-off date of the announcement. Applications may also be submitted through the drop box located at the front entrance of the HRO, Yokosuka building. These applications must be in the drop box by close of business (4 p.m.) of the closing/cut-off date of the announcement.

Postmark dated, faxed or e-mailed applications will not be accepted. Call 243-5725/8168 for more information.

New

Computer Assistant – GS-335-5/6/7, NH-03-12. Open: 01-09-12, Close: 01-20-12.
Office Services Assistant – GS-303-05, NH-04-12. Open: 01-12-12, Close: 01-26-12.

Continuing

Educational Aide/Technician (Child Youth Programs) – GS-1702-2/3/4, CFAY-92-11. Open: 08-12-11, Close: 02-10-12. *Open register. *Location: Negishi.
Language Specialist – GS-1040-9/11/12, CNFJ-148-11. Open: 12-23-11, Close: 03-22-12 (Cutoffs be in every two week).
Public Information Assistant – GS-1001-07, CFAY-02-12. Open: 01-09-12, Close: 01-23-12. *Appointment not to exceed seven months.

NEX Positions

Join a winning team. *The NEX has RFT, RPT and Flex positions to fit your schedule. Applications are accepted Monday-Thursday, 9 a.m. to 3 p.m., at the NEX Human Resources Office, MWR building room 226, or visit our Web site at www.navy-nex.com. Come and work for us! Call us at 243-5150 or 243-4418 for more information.*

Retail Operations Clerk, NF-2 – Main Store. *$8.71-$10/hr. (1 RFT)
Supervisory Sales Clerk, NF-2 – Ikego. *$8.71-$10/hr. (1 RFT)
Computer Sales Technician, NF-2 – Main Store. *$8.71-$10/hr. (1 Flex)
Sales Clerk (Specialty), NF-1 – Main Store. *$7.25-$9/hr. (4 Flex)
Sales Clerk, NF-1 – Various locations. *$7.25-$8/hr. (2 RPT/6 Flex)
Customer Service Clerk, NF-1 – Main Store. *$7.25-$8/hr. (1 RFT/1 Flex).
Cashier, NF-1 – Cash Cage. *$7.25-$8/hr. (1 RFT)
Identification Checker, NF-1 – Loss Prevention. *$7.25-$9/hr. (1 Flex)
LP Safety Investigator Assistant, NF-1 – Loss Prevention. *$7.25-$9/ hr. (3 Flex)
Personalized Services Clerk, NF-1 – Personal Services. *$7.25-$8/hr. (1 Flex)
Vending Operations Clerk, NF-1 – Vending. *$7.25-$8/hr. (1 Flex)
Hair Stylist, NA-7 – Yokosuka/Ikego. *$12.45. Commission based. (2 Flex)
Warehouse Worker, NA-4 – Distribution Center. *$10.22-$10.65 hr. (2 Flex)
Store Worker, NA-2 – Negishi/Main Store. *$8.77-$9.13/hr. (2 Flex)
Food Service Worker, NA-2 – Negishi. *$8.77-$9.13/hr. (1 Flex)

The following positions may qualify for SOFA Sponsorship:

Food Sales Supervisor, NF-3 – Popeye's. $24,990-$28,379/yr. (1 RFT)
Food Service Worker Supervisor, NS-2 – $11.38-$11.85/hr. (1 RFT/2 Flex)

*Salary based on experience. Positions are open until filled.