

**U.S. MARINE CORPS  
CIVILIAN HUMAN RESOURCES OFFICE  
Camp Smedley D. Butler, Okinawa**

<http://www.mcbbutler.marines.mil/BaseInformation/CivilianHumanResourcesOffice/MLCIHAAnnouncements.aspx>

Announcement No. **15-15**

Date: 20 Feb 15

**POSITION VACANCY ANNOUNCEMENT**

**Eligible employees** who are interested in being considered for the following vacant position(s) should submit the required documents listed below to the Japanese National Employment Unit, Civilian Human Resources Office (CHRO), located at bldg. #495(2F), Camp Foster by the closing date, 16:30. Incomplete applications will not be processed. Applications are subject to screening prior to referrals and only individual selected for interview will be contacted. **Submitted applications will not be returned. For information call 645-3370.**

**\*\*\* PLEASE BE ADVISED SUBMISSION BY EMAIL OR FAX WILL NO LONGER BE ACCPETED \*\*\***  
For those who do not have access to Camp Foster may drop off their application at Air Force or Navy HRO.

下記の職に応募を希望する従業員は、**資格条件を確認の上**、下記に指定された必要書類を〆切日の16:30までに人事部日本人雇用係（キャンブフォスター建物番号495、2階）に提出して下さい。**不備のある書類は受け付けられません。書類選考の上、被面接者のみにご連絡致しますのでご了承下さい。**提出された応募書類の返却はいたしません。お問い合わせは日本人雇用係（645-3370）までご連絡下さい

**メール/FAXでの応募は受け付けておりません。Fosterのパスがない方は Air Force/Navy HRO に提出下さい。**

PWO #: 013	Position title: <b>Investigative Assistant, #419, BWT-1, Grade-4</b>		
<b>MLC F/T Permanent</b>	Number of position(s): <b>1</b>	Location: <b>Camp Foster</b>	
Organization: G-3/5, Provost Marshal's Office, Criminal Investigation Division			
Area of consideration 募集範囲: <b>Okinawa Wide (MLC/IHAs employed in Okinawa)</b> 沖縄県内にて雇用されている全 MLC/IHA 従業員		Closing date: (提出期限) <b>27 Feb 15</b>	
<b>Summary of duties:</b> Under the direct supervision of an accredit CID Criminal Technician/Investigator to assist in the completion of investigation of crimes such as burglary, larceny, sex offenses, indecent exposure, bribery, arson, and other similar violations of law and regulations. Establishes and coordinates with local law enforcement for any incident of crime or misconducts committed by a Marine Corps/Navy member and other SOFA member which occurred under the Japanese investigative jurisdiction. Interprets and translates the information contained in Incident Complaint Reports, police documents and local newspapers and other documents which pertain to criminal investigation. Act as an interpreter and conduct liaison with local law enforcement agencies. Assist in developing and participates in surveillance operations. Assist in developing and participates in protective service operations. OTHER; The incumbent is required to be fluent in the English/Japanese language. The incumbent must attend / pass the 16-week Apprentice CID Special Agent Course or the 8-week Military Police Investigation Course in order to become an accredited Criminal Investigator. The incumbent must be physically trained prior to attending the CID Special Agent Course. The incumbent will be willing to travel on funded Temporary Additional Duty to the United States.			
<b>Qualification Requirements 資格条件</b>			
<ol style="list-style-type: none"><li>1. Must be fluent in the English and Japanese language to include reading, writing, comprehending, and translating &amp; interpreting the English language at a college level.</li><li>2. Must possess good communication skills in order to participate and assist with interviews and interrogations of English speaking victims, witnesses and suspects. Incumbent will be required to testify in Courts Martial, Non-judicial proceedings or other proceedings resulting from a criminal investigation conducted by CID.</li><li>3. Must attend/pass the Apprentice CID Special Agent Course, Fort Leonard Wood, MO, for approximately 4 months (to include physical training).</li><li>4. Overall in good physical health and be required to lift heavy objects.</li><li>5. Must be able to work a flexible schedule as required.</li></ol>			
<b>NOTE: Target level Criminal Investigator, BWT-1-5 upon completion of required training and certification.</b>			
<b>Required documents</b>		<b>必要書類:</b>	
<ol style="list-style-type: none"><li>1. MCIPAC/CHRO/MLC-IHA 12300/2(Rev 4/14) &amp; Questionnaire</li><li>2. Copies of certificates/licenses</li></ol>		<ol style="list-style-type: none"><li>1. MCIPAC/CHRO/MLC-IHA 12300/2 (Rev 4/14) &amp; 質問表</li><li>2. 免許証・終了証のコピー</li></ol>	

応募者の皆さまへ、連絡先の携帯番号が非通知拒否設定されている場合、面接等の連絡が取れない場合があります。募集締め切り後、1~2週間程度は非通知拒否設定を解除していただくようご協力をお願いします。