

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

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

Announcement No. **34-15**

Date: 25 Jun 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 4 9 5、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 #: 058	Position title: IT Specialist (General), #85, BWT-1, Grade-6		
IHA F/T Permanent	Number of position(s): 1	Location: Camp Foster	
Organization: MCCA Div, Information Management Branch, Network Engineering Section			
Area of consideration 募集範囲: Okinawa Wide (MLC/IHAs employed in Okinawa) 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) 02 Jul 15	
Summary of duties: Analysis -Analyze network systems and processes for enterprise data to meet current and future organizational requirements. Examines trends that indicate problems with high availability, fault tolerance, security, and data life cycle. Detect system problems/weaknesses and provides corrective actions. Research and development - Prepare detailed flow charts and diagrams outlining systems capabilities and processes. Engineers and tests system modifications and new applications, software, and hardware according to life cycle and change control policies. Deploy Systems -Provides system deployment plan to management, and carries our deployment. Dependent on scope of system, this may be a limited deployment, phased in deployment, or all at once. Plans and executes using the Change Control Process of MIS. Post Deployment - Ensure proper transfer of projects to support and maintenance units, once project has been implemented. Trains, supports, and provides documentation to MIS co-workers on troubleshooting, tools, software, hardware, and integration. Monitoring operation - Oversees operation and optional function of critical enterprise systems including: e-mail and messaging, data archiving, storage area networks, clustered file sharing, director services, DNS, DHCP, WINS, Certificate Authorities, virtualization servers, centralized system error logging, and file integrity security servers.			
Qualification Requirements 資格条件 1. Must have two years of demonstrable knowledge of microcomputer hardware and software. To include but not limited to current hardware configurations, Windows 7. Knowledge in SharePoint design and creating and permission management. Windows 2008 server and latest Windows server. Java and HTML coding. Active directory and Exchange are preferable but not required. Must be able to follow detailed instruction for complicated hardware and software installations in English. 2. Have knowledge and be skilled in the use of Local Area Networks and understand physical layer network architecture. 3. Be able to easily and fluently communicate both in writing and orally in English and Japanese (LAD-3 or above) 4. Must be able to lift up to 50 pounds.			
Required documents 1. MCIPAC/CHRO/MLC-IHA 12300/2(Rev 4/14) & Questionnaire 2. Copies of certificates/licenses		必要書類: 1. MCIPAC/CHRO/MLC-IHA 12300/2 (Rev 4/14) & 質問表 2. 免許証・終了証のコピー	

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お願いいたします。