

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

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

Announcement No. **80-15**

Date: 30 Nov 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 ACCEPTED *****

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（キャンプ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 #: 121	Position title: Supervisory Engineering Technician, #93, BWT-1, Grade-7	
IHA F/T Permanent	Number of position(s): 1	Location: Foster
Organization: MCB, Camp S. D. Butler, MCCS Div, Logistics Br., Facilities Maintenance Sec.		
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) 9 Dec 15	
Summary of duties: The position supervises a team of Construction Project Managers, Planner-Estimators and the Facilities Planner. Provides guidance and oversight for new construction and additions or renovations to new and existing buildings located in MCCS Okinawa to include Cp. Fuji. Performs administrative and technical project management through the direction and guidance of project managers, support engineers (civil/structural, architectural, mechanical, electrical, etc.), assistant project managers and draftsmen for compliance with the program requirements, cross coordination, accuracy and completeness of design documents. The work requires knowledge and abilities dealing with a wide range of duties in specialty construction and design areas. Supervises and provides input in the preparation of project development packages to provide criteria for the cost benefits analysis, programming and design for all the construction projects to include FMB Capital Improvement Program Projects. Evaluates design objectives, identifies most economical and efficient procedures for building design and performance considering all functional and aesthetic requirements.		
Qualification Requirements 資格条件		
<ol style="list-style-type: none">1. Bachelor's degree in Engineering or Architecture highly desired, but not mandatory, and two years minimum experience; or six years experience in planning, design, and execution of US military construction projects.2. Minimum two years experience in supervising and leading a diverse workforce comprising of construction project managers, planner-estimators and facility planners.3. Minimum four years design experience with ability to use and assist others in the operation of Auto CAD to develop architectural, mechanical, or electrical drawings. Must be knowledgeable of computer software such as Excel, Power Point, Microsoft Project, and Word processing.4. Minimum four years experience in developing and reviewing scope of works, specifications, and cost estimates for facilities construction and renovation projects.5. Minimum four years experience in long range planning for new construction, facilities renovations and repair and maintenance.6. Ability to develop and validate facility requirements for new construction and renovation projects. Past experience with restaurant equipment installation projects highly desired.7. Minimum six years experience in reading and interpreting construction drawings and specifications.8. Ability to read, write and speak English and Japanese, and translate technical documents such as drawings and specifications. Minimum LAD 3 or higher is required.		
Required documents	必要書類:	
<ol style="list-style-type: none">1. MCIPAC/CHRO/MLC-IHA 12300/2(Rev 4/14) & Questionnaire2. Copies of certificates/licenses	<ol style="list-style-type: none">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ご協力お願いします。