

Korean National Job Opportunities

ANNOUNCEMENTNUMBER: KN001-15

TITLE-SERIES-GRADE: ENGINEERING TECHNICIAN, KGS-0802-11 (1 VACANCY)

SALARY RANGE: KGS-11: 11,423 -17,951 Won per Hour

OPENING PERIOD: 22 JUNE 2015 – 29 JUNE 2015

DUTY LOCATION: Marine Forces Korea, G-4, Yongsan, Korea

TOUR OF DUTY: Full-Time, 40 hours per week

AREA OF CONSIDERATION:

All current USFK employees and all KN outside applicants

RPA NUMBER (HRO USE ONLY):

NOTE: Full performance level KGS-11.

MAJOR DUTIES:

Provide supervision of a variety of engineer projects and initiatives. Carries out all the industrial engineering operations of MARFORK and provides technical oversight of all Marine Facilities in Korea. Performs engineering technician work of broad scope and complexity that requires application of demonstrated ability to interpret, select, adapt, and apply many guidelines, precedents, and engineering principles and practices which relate to the area of specialization; and some knowledge of related scientific and engineering fields. Provides plans and accomplish complete projects or studies of conventional nature requiring the independent adaptation of a general fund of background data and information and interpretation and use of precedents. Projects and designs involve a variety of complex problems in which considerable judgment is needed to make sound engineering compromises and decisions. There is a continuing requirement for contact work.

Initiative, resourcefulness, and sound judgment are needed in planning and coordinating phases of assignments and in selecting which of several sound alternatives to be used in arriving at acceptable engineering compromises. Ingenuity and creative thinking are required in devising new ways of accomplishing objectives, and in adapting existing equipment or current techniques to new uses. Coordinates and manages all MARFORK construction and facilities operations. Coordinate with various ROK programs to support MARFORK requirements to include the ROK LCS Program and ROK HNFC Program. . Responsible for preparation of resource management plans including requirements for total budget, manpower, service contracts, equipment acquisition, supplies, mobile equipment rental and requirements that were not financed including contract cost for the entire fiscal year. Plan the work of the facilities engineer in the performance of work including electrical, carpentry, plumbing, painting, refrigeration and air conditioning, sheet metal, grounds, roads and pavements, utilities distribution systems, and operation of water and sewage plants, and similar type facilities. Work in close coordination with MARFORK leadership and section supervisors. Establishes work requirements, employing detailed cost estimates which indicate requirements for labor, materials and equipment. Ensures availability of essential equipment; ensures that work is accomplished according to established priorities; implements procedures to accelerate workflow; recommends or

initiates steps to accommodate unusual and special cases; resolves difficulties arising between the project managers and the various sections to prevent situations causing unnecessary backlogs/suspended workload. Reviews and screens all incoming job order requests or project submissions from Marines all over Korea; determines whether requested work is a facilities engineer responsibility or construction project. Ensures that required sketches of the proposed work are provided, the scope and nature of the work is definitive, and that the justification as stated on the job order or project submission is adequate. Determines whether requested work is on annual work plan; determines the possibility of combining or conversion for job order requests, and recommends approval or disapproval. Supervise the preparation of the master schedule for major maintenance and new work projects. Continuously maintains necessary charts, graphs and boards to establish a visual process of job order and construction project workload. Recognizes priorities affecting individual jobs, institutes revisions to work plans as required; ensures well-coordinated action through accurate knowledge of workload, man-hours, and material requirements as related to resources available so as to overcome emergency or special conditions, thus ensuring timely, efficient, and economical accomplishment of workload.

QUALIFICATION REQUIREMENTS:

a. EXPERIENCE

One (1) year of specialized experience

SPECIALIZED EXPERIENCE this includes progressively responsible work which indicates ability to acquire the KSAs needed to perform the duties of the position to be filled

b. ENGLISH LANGUAGE COMPETENCY: 1. The American Language Course Placement Test (ALCPT) score of 60% is required. 2. The passing score of former English Language proficiency Test ("B" series) may be substituted for ALCPT requirement. 3. The TOEFL score of 450 (or 133 on the computer based test, 45 on IBT TOEFL) or TOEIC score of 550 may be substituted for ALCPT requirement. Applicants indicate the TOEFL/TOEIC score on the application (item #17) and must submit official copies of the test score. TOEFL and TOEIC scores are valid for two years from the exam date. Within 3 workdays of notification of tentative selection the selected individual must provide one of the above documentation. Failure to provide this information will result in the applicant being considered not qualified.

KNOWLEDGE, SKILLS AND ABILITIES (KSA) HIGHLY QUALIFYING CRITERIA:

1. Knowledge, skills, and ability to interpret, select, adapt, and apply many guidelines, precedents, and engineering principles and practices which relate to the area of specialization; and some knowledge of related scientific and engineering fields.
2. Skills in basic computer skills
3. Abilities to read and write, understand English.

This position reports to the MARFORK Deputy Assistant Chief of Staff Engineer.

EMPLOYMENT CONSIDERATION PREFERENCE:

Placement preference will be applied IAW USFK 690-1 using priority groups in descending order (Priority 1 – Highest to Priority 9– Lowest).

1. All current USFK KN employees.(Korea-area)
2. All KN outside applicants

WHO MAY APPLY: Refer to the Area of Consideration for each vacancy announcement.

HOW TO APPLY: Read and comply with all instruction. Failure to do so could result in disqualification and not getting referred for consideration. Applicants must submit an application for employment (USFK Form 130EK) along with copies of supporting documentations (Certificates for experience and education, required licenses, Letter of Employment if current USFK KN employees, etc.) and a self-addressed and stamped envelope. It is imperative that each item of the application be accurately and completely filled in and the application. **Must be signed (Signature) and dated.**

Applications should be submitted via email to:

Applications that are not completed correctly, received after the closing date, or submitted without legible supporting documents will not be processed. All documentation written in Hangul must be translated into the English language and translation submitted along with an application. Applications not received at the above address by close of business on the closing date of the announcement will not receive consideration. Do not submit job descriptions, letters of recommendation or material not required. Extra material cannot and will not be used in the evaluation or selection process. Such material may be destroyed and will not be returned to the applicant. If you have letters of recommendation, etc., you may present them at the time of an interview, if such an interview is conducted.

EMPLOYMENT POLICY: It is the policy of USFK to employ based on qualifications and merit. No employee may request, offer or accept gratuity in exchange for employment or promotion within USFK, Nor may any employee interfere with applicants exercising their right to apply for consideration. Any employee guilty of such practice is subject to removal from USFK employment. Anyone aware of acts contrary to this policy is urged to contact immediately CHRO MCIPC at DSN 645-1030/5428.

ADDITIONAL INFORMATION: For more information on Korean National employment program, please contact the MCIPAC Human Resources Office at DSN: 645-1030 or COM: 011 81 098 970 1030.