

# MLC/IHA Position Vacancy Announcement



Civilian Human Resources Office  
Marine Corps Installations Pacific-MCB Camp Butler  
U.S. Marine Corps

## MLC/IHA 求人募集

海兵隊 民間人人事部

Vacancy Announcement/求人広告

### ATTENTION

**Application form has been updated as of 1 Oct 25.**

**2025 年 10 月 1 日より履歴書が新しくなりました。**

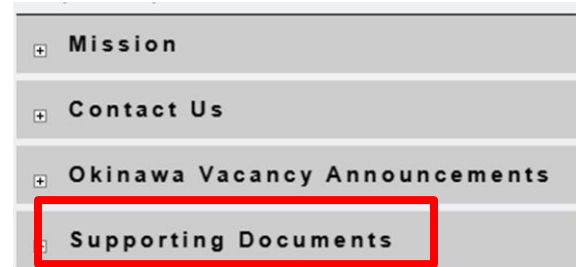
### Application forms 履歴書用紙 :

MCIPAC/CHRO/MLC-IHA 12300/2(Rev 9/25) & Questionnaire

**NEW URL** : <https://www.mcipac.marines.mil/Staff-and-Sections/Principal-Staff/Civilian-Human-Resources-Office/#In-staffing>

Forms may be found at the link or QR code above. If you are unable to open the file, please save it to your desktop.

上記リンクまたは QR コードからダウンロードできます  
ファイルを直接開けない場合は、デスクトップに保存してから開いて下さい..



↑ Application Form 履歴書はこちら

### How to apply 提出方法

#### ① Hard copy submission (履歴書投函)

Hard copy application package(s) are accepted at drop box located at Camp Foster, Bldg#495.

直接履歴書を投函される方は、キャンプフォスター-Building 495 に設置されている履歴書投函箱で受付しております。

#### ② Email submissions (メール提出)

Submit to [mcipac\\_chro\\_jn\\_empl@usmc.mil](mailto:mcipac_chro_jn_empl@usmc.mil)

上記メールアドレスに提出

- 1) Email subject must contain job title and PWO#  
メールの (Subject) 件名 には応募する職種名と PWO# を記載して下さい。
- 2) Submission is limited to 3 PDF files including resume and attachments.  
添付書類は PDF (3 個以内) で提出をお願いします。

## **Due to network instability, we recommend to submit hard copy.**

**ネットワークが不安定な為、ハードコピーでの提出をお勧めしております。**

### **Note（注意事項）**

- Application with required documents must be submitted to LN Employment Unit, CHRO no later-than 16:30 of the announcement closing date for either hard copy or email. Incomplete applications and application packages missing required document will not be processed.  
応募を希望する従業員は締切日の 16：30 までに人事部 MLC/IHA 雇用係に（メールによる応募も同様）提出して下さい。不備のある書類は受け付けられません
- Applications are subject to screening prior to referrals and only individuals selected for interview will be contacted. Your application package will not be returned once submitted.  
書類選考の上、被面接者のみにご連絡致します。提出された応募書類の返却はいたしません。
- For more information: LN Employment Unit, phone: 645-3370/098-970-3370 or email to: [mcipac\\_chro\\_jn\\_empl@usmc.mil](mailto:mcipac_chro_jn_empl@usmc.mil)  
お問合せは MLC/IHA 雇用係（645-3370/098-970-3370）又はメール [mcipac\\_chro\\_jn\\_empl@usmc.mil](mailto:mcipac_chro_jn_empl@usmc.mil) までご連絡下さい。

## **LANGUAGE PROFICIENCY LEVEL (LPL)**

### **語学能力級**

**職務で必用とされる LPL レベルは下記をご覧ください。**

Please see the below for the English Language Proficiency Level (LPL) required of the position:

<b>LPL</b>	<b>TOEIC</b>	<b>ALCPT</b>	<b>TOEFL (PBT) Paper Based Test</b>	<b>TOEFL (CBT) Computer Based Test</b>	<b>TOEFL (iBT) Internet Based Test</b>	<b>CASEC</b>	<b>EIKEN 英検</b>
4 – Exceptional 特段の能力を要する	860 ~ 990	NA	600 ~	250 ~	100 ~	NA	1st
3 – Fluent 流ちょうな能力を要する	730 ~ 859	90 ~100	550 ~ 599	210 ~ 249	80 ~ 99	870 ~	Pre-1st
2 – Average 平均的能力を要する	550 ~ 729	75 ~ 89	460 ~ 549	140 ~ 209	50 ~ 79	560 ~ 869	2nd
1 – Elementary 初歩的な能力を要する	400 ~ 549	65 ~ 74	430 ~ 459	120 ~ 139	40 ~ 49	475 ~ 559	Pre-2nd
Pre-1 – Minimal 最小限の能力を要する	350 ~ 399	40 ~ 64	NA	NA	NA	NA	3rd
0 – No language proficiency 語学能力を要さない							

2016 年 2 月 8 日以前より継続雇用されている MLC/IHA 従業員で、2016 年 2 月 8 日以前に発行された EPT (English Proficiency Tests) 試験結果をお持ちの方は、その試験結果の語学級レベルが現 LPL レベルとして考慮されます。

For current MLC/IHA employees who have been continuously employed since before 8 February 2016 and possess EPT test (English Proficiency Tests) result dated prior to 8 February 2016, the attained level will be “grandfathered” and honored as the employee’s current LPL.

Date: 18 Dec 25

Announcement No. <b>162-25</b>		
PWO #: 238	Position title: <b>Boiler Plant Operator, #2049</b> <b>BWT-2, Grade-6, LPL-0</b>	
<b>MLC F/T Permanent</b>	Number of position(s): 1	Location: Camp Foster
Organization: G-F Div, FMB, M&R, Mech Trades Unit		
Area of consideration 募集範囲: <b>Okinawa Wide (MLC/IHAs employed in Japan)</b> 日本国内にて雇用されている全 <b>MLC/IHA</b> 従業員		Closing date: (提出期限) <b>26 Dec 25</b>
<p><b>Summary of duties:</b> Operates oil fired boilers to generate steam/hot water designed for operation at pressures not exceeding fifteen pounds per square inch (15 psi) for steam, or at pressures not exceeding one hundred fifty pounds per square inch (150 psi) and temperatures not exceeding two hundred fifty degrees Fahrenheit (250 degree F) for water at various facilities throughout Camp Foster, MCAS Futenma, and Camp Lester. Performs operations and operational maintenance of steam/hot water boilers. They light off, operate, secure, and maintain the boiler and associated auxiliary and pollution control equipment, such as dampers, induced and forced draft fans, heat exchangers, pumps, fuel pressure control valves, fuel strainers, relief valves, water softeners, and other similar equipment. Responsible for regulating fuel feed and water levels to maintain required steam/water pressure and temperatures. Blows down water columns to verify that there are no false water level indications. Responsible for checking flame for correct color and shape and makes adjustments as necessary for proper combustion. Change burner tips, nozzles as required due to different firing rates. Responsible for checking feed water regulators, flue gas temperatures, various gauges, stack emissions, fuel feed, water level indicators, relief and fuel pressure control valves, and safety equipment to determine if boilers are operating within prescribed limits. They make adjustments as necessary to bring boilers back into prescribed limits. Responsible for performing a variety of standard chemical tests on boiler and feed water. Makes adjustments to chemical feed rates as necessary to maintain proper chemical residuals in the boilers. They replenish chemical feed tanks and monitor feed water conditioning equipment to control or remove impurities. Responsible for making periodic checks of all equipment and visually and physically check meters, shafts, bearings, motors, belts, pumps, etc. to ensure proper operations. Responsible for using hand tools for performing routine preventive maintenance and minor operational repairs such as greasing and oiling moving parts of machinery, adjusting packing glands, repacking valves, and cleaning burner tips, nozzles, air filters, grates, and oil strainers, and replacing gauge glasses and other similar types of equipment. Responsible for cleanliness and good housekeeping of the equipment and the boiler rooms. Maintains Boiler operational logs and records. Shall perform any related and incidental duties as assigned.</p>		

**Qualification Requirements 資格条件**

- 1) Over 3 years work experiences.
- 2) Must have Boiler expert's 2<sup>nd</sup> (二級ボイラー技士免許) or above.
- 3) Must have 2<sup>nd</sup> Class Electrical Worker License.
- 4) Must have a valid driver's license. (Manual & AT)
- 5) Ability to communicate in English is preferred.
- 6) Good health condition.

**Work Schedule** : SHIFT: MON-SUN, 0730-1630(1200-1300)/1500-2345(1900-1945)/2300-0745(0400-0445) OFF: 2 DAYS

**Required documents/提出書類 :**

1. MCIPAC-MCBB/CHRO/MLC-IHA 12300/2(Rev 9/25) & Questionnaire: 履歴書&質問票
2. Copy of the required certificates/licenses. 必要とされる資格等のコピー