



Civilian Labor Affairs Office
Combined Arms Training Center, Camp Fuji
United States Marine Corps
Gotemba-City, Shizuoka-Pref., Japan



Vacancy Announcement/求人広告

Date: 2 OCT 2025

CAMP FUJI – MLC/IHA POSITION VACANCY ANNOUNCEMENT

<https://www.mcipac.marines.mil/Staff-and-Sections/Principal-Staff/Civilian-Human-Resources-Office/LN-Programs-CATC-Camp-Fuji/Camp-Fuji-Vacancy-Announcements/#ln-programs-camp-fuji>

Announcement No. : **017-25** ****Amendment: Website link and application form have been updated****

PWO #:

FUJI-25-PWO-018

Position title:

Engineering Technician (Environmental)

#384, BWT1-6, LPL-3, #310, BWT1-5, LPL-2

エンジニアリング専門職 (適応専門業務)

#384、基本給表1、等級6、語学力3

#310、基本給表1、等級5、語学力2

Type: Permanent 常用

MLC 基本労務契約

No. of position 募集人数: 1

Location 就業場所:

CATC Camp Fuji キャンプ富士
(静岡県)

Organization 部隊: Environmental, CATC Camp Fuji, MCIPAC キャンプ富士、環境課

Open to 求人募集範囲:

Current MLC / IHA employees within commuting area of Camp Fuji,
or to those willing to relocate at their own expenses.

現MLC/IHA従業員でキャンプ富士通勤圏内に在住する方、もしくは自費
にて通勤圏内へ移住できる方。

Closing date 締切日:

Open until filled.

採用が決定するまで

Summary of Duties 仕事内容:

The incumbent works for and reports to the Environmental Manager. The Environmental Engineering Technician, (EET) assists the Environmental Manager in establishing, implementing and maintaining a comprehensive environmental program that complies with the U.S. Forces Japan Environmental Governing Standards (JEGS). The EET receives daily administrative and technical direction from the Environmental Manager covering all matters relative to environmental to include the following programs: Air, Water, Solid Waste, Hazardous Waste, Natural and Cultural resources, Pesticide Management, Environmental Management Systems, and Comprehensive Environmental Training and Education Plan (CETEP). The purpose of this position is to provide environmental assistance to the Environmental Manager and section.

DUTIES:

1. Work includes implementing and maintaining the above-mentioned plans. Ensure that MCIPAC and MCI COM requirements are met and implemented into the environmental plans and orders. Continually review, update, implement, manage and enforce the CATC Camp Fuji Environmental Orders that are assigned by the Environmental Manager. Must have a thorough understanding and a firm grasp on the use of computer software to include Microsoft Office, Adobe Pro, and other

software applications. Possess the ability to distinguish and analysis the types of materials used for engineering, construction, and maintenance projects when conducting environmental reviews and projects. Performs coordination, surveillance, inspections and reporting of environmental projects assigned. Assists project engineers/scientists and Marine Corps units in environmental project development and contract management activities, by developing and or reviewing plans, specifications and cost estimates for a variety of projects within assigned environmental programs.

2. Conducts surveys on waste collection systems such as oil water separators, waste oil collection tanks, and inspects hazardous waste generator areas to ensure compliance with local host nation and deferral regulations. Prepares inspection reports reflecting data collected on all non-compliance deficiencies noted and provides recommendations for remediation and abatement action. Performs analyses on waste generating procedures for compliance, economy and safety of operations.
3. Acts as environmental point of contact chemical incidents and hazardous materials releases. Assist the Installation-On-Scene-Commander in the absences of the Environmental Manager. Investigates environmental incidents involving chemical spills and hazardous materials releases, submits reports and findings to the Environmental Manager. Provides briefing to personnel on the hazard's chemical spills and hazardous material releases. Provides training and guidance on the proper methods and procedures for the cleanup operations.
4. Collects environmental samples, uses and maintains environmental sampling equipment and instruments. Ensures sampling equipment is accurately calibrated and functioning properly, maintains information and material required for laboratory analysis. Interprets laboratory reports to determine the presence of hazardous constituents, environmental conditions and the degree of noncompliance with regulatory requirements.
5. Coordinates with Japanese prefecture government officials on environmental issues and acts as an interpreter for supervisors and visiting Japanese officials during field inspections and meetings. Translates environmental materials and information involving technical and specialized terminology routinely used in the environmental engineering field from English into Japanese and vice versa.
6. Develops, prepares and submits annual budget requirements. Manages procurement and tracking of environmental supplies and equipment. Maintains an up-to-date database and tracking system of the environmental budget.
7. Performs other related environmental or incidental duties as assigned.

REQUIREMENTS:

The position requires advanced level of English language ability including reading, writing and speaking, a technical vocabulary in English and Japanese, a working knowledge of chemistry, U.S. Environmental (EPA), Occupational Safety and Health (OSHA) and Department of Transportation (DoT) Laws and regulations, storage and handling of hazardous materials and Japanese regulations, computerized databases and other information sources, as they apply to personal safety and environmental management.

Qualification / Licensing Requirements 応募条件:

1. Must have native Japanese communication skills (verbal and read/write Japanese Kanji).
2. Must have English language at LPL-2 / 3 or equivalent test scores in TOEIC, TOEFL, Eiken only).
3. Must have experience/background with environmental skills, engineering, or related field or Bachelor of Science degree in related field.

Other qualification

4. Must be able to lift objects weighing up to 30kg (66lbs)

Developmental level as Engineer Tech (Environmental) BWT1-5, Target level as Engineer Tech (Environmental) BWT1-6.

Work Schedule 勤務スケジュール:

Mon-Fri: 07:45-16:30, 40 hours per week

Average overtime hours per month: 10 hours

Required documents 応募書類:

1. MCIPAC-MCBB/CHRO/MLC-IHA123000/2(Rev 9/25) & Questionnaire

2. Copies of certifications.

1. 軍指定履歴書 MCIPAC-MCBB/CHRO/MLC-IHA123000/2(Rev 9/25) & Questionnaire

2. 所有資格証明書のコピー

How to apply/応募方法:

Submit the completed package to/履歴書提出先メールアドレス: FUJI_JN_STAFFING@usmc.mil

Application form/応募用紙:



MCIPAC-MCBB/CHRO/MLC-IHA123000/2(Rev 9/25) & Questionnaire is available from the Supporting Documents via the following link below or QR code. If you are unable to open the file, please save it to your desktop. (The QR Code can only be viewed in HTML format) 応募用紙は以下のリンクまたはQRコードのSupporting Documentsからダウンロード可、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。(QRコードはHTML Formatでしか見れません)

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

We are encouraging applicants to submit the application packages through an email to the email address above.

MLC / IHA求人募集に応募される方は上記のメールアドレスへ eメールにて履歴書を添付送信提出していただくよう、ご協力をお願い致します。

- Important Notice about the e-mail submission. eメールにて履歴書を提出する際の大切なお知らせ

- e-mail subject must contain “**Job Title**” and “**Announcement #**”

Subject件名には、必ず**職種名**と**募集広告番号**を明記してください

- Submission is limited to 3 PDF files including resume and attachments.

添付書類はPDF（3個以内）で提出お願いします。

- The paper based printed application packages are accepted at Room 122, Bldg#140, Civilian Labor Affairs Office at Camp Fuji.

印刷した履歴書提出の場合は CLAO人事事務所（キャンプ富士、建物番号140、122号室）にて受け付けいたします

- Submit ONLY applicable documents listed in the announcement along with your application.

募集要項に記載の必要書類のみご提出ください

- Deadline: Application with required documents must be submitted to CLAO, no-later-than 16:30 of the announcement closing date. Incomplete applications will not be processed.

締切日：履歴書は締切日の16：30までにCLAOに提出して下さい。不備のある書類は受付できません

- Applications are subject to screening prior to referrals. Only individuals selected for an interview will be contacted.

Submitted application package will not be returned. It will be appropriately disposed, after the vacancy is filled.

書類先行の上、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。空席が埋まり次第書類は適切に処分いたします。

- For more information, call CLAO at 224-8383 / 0550-88-5844, or email: FUJI_JN_STAFFING@usmc.mil

お問い合わせはキャンプ富士人事部、上記電話番号または、Eメールアドレスまでご連絡ください。

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:

LPL	TOEIC	ALCPT	TOEFL (PBT) Paper Based Test	TOEFL (CBT) Computer Based Test	TOEFL (iBT) Internet Based Test	CASEC	EIKEN 英検
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 平均的な能力を要する	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.