



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: 27 Nov 2024

CAMP FUJI – MLC/IHA POSITION VACANCY ANNOUNCEMENT

<https://www.mcipac.marines.mil/Staff-and-Sections/Special-Staff/Civilian-Human-Resources-Office/LN-Programs-CATC-Camp-Fuji/Camp-Fuji-Vacancy-Announcements/>

Announcement No. : 021-24		
PWO #: FUJI-24-PWO-024	Position title: Fire Chief, Assistant (Land), #3101, BWT3-5, LPL2 消防副隊長（陸上）、#3101、基本給表3、等級5、語学力2	
Type: Permanent	No. of position 募集人数: 1	Location 就業場所 : Camp Fuji キャンプ富士(静岡県)
Organization 組織名: Fire Dept, CATC Camp Fuji, MCIPAC (キャンプ富士、消防)		
Open to 求人公開募集範囲: 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: Open until filled. 採用者が決定するまで
Summary of Duties 仕事の内容: Incumbent acts as an assistant to the Fire Chief and supervises the daily operations of both the Engine Companies and Ambulance Companies, in addition to supervising Engine Company, oversight administrative matters for all members of the fire department. Incumbent assumes the duties and responsibilities of the Installation Fire Chief and/or Assistant Fire Chief in his absence. Exercises control over two (2) Fire Crew Chiefs, two (2) Driver/Operators, nine (9) fire fighters, three (3) ambulance operators, and coordinate with active-duty members of EMS. Serves as a Battalion Chief (Shift Supervisor) in the Camp Fuji Fire District, supervising fire department and emergency services operations assigned under this district. Is responsible for firefighting, fire prevention inspection, Fire, technical rescue, and medical related training, enforcement of fire regulations, maintenance of fire station, apparatus, and equipment. Works closely with the Installation Fire Chief and Assistant Fire Chief in establishing goals for the improvements of emergency services. Make recommendation for the improvement of fire department, equipment, training, and support (50%). Responsible for the direct management of emergency medical services within the fire department, including coordination and communications with the U.S. Naval Hospital and Headquarters Battalion, Camp Fuji. Manages time sheet, scheduling of personnel, personal folders, supply issues, facility work orders, and maintenance of ambulances assigned to the fire department (20%). Directs placement of personnel, equipment, and apparatus during emergency operations, including ambulance and medical services. and range fire operations. Works closely with the installation Fire Chief and Assistant Fire Chief on establishing and maintaining operational control of all emergency services during emergencies (10%). Trains all personnel in the Camp Fuji Fire District in firefighting, fire prevention, rescue, medical services, emergency vehicle operation, and other related emergency services duties (10%). Acts as the installation technical advisor on fire code interpretation. Consults on fire related issues. Maintains a current library of all NFPA Fire Codes and related standards, as well as other fire prevention, protection and educational materials used in the administration of the installation Fire Prevention and Protection Program. Perform all other duties as assigned (10%).		

Qualification / Licensing Requirements 必要な免許資格等 :

- 1) DOD fire fighter and fire officer certificated preferred.
- 2) Prefer to have a Large Truck License.
- 3) Prefer applicants who can speak, read and write both English and Japanese. LPL-2 or higher is preferred.
- 4) Paramedic, Emergency Medical Technician (EMT), First Aid, and CPR license would be preferred.

Other requirements:

- 5) Must be able to carry and lift 80 pounds of Fire Department's goods.
- 6) Must have no fear of heights and confined space.
- 7) Must work under all type of weather condition, hazardous environment and stressful work conditions.
- 8) Must work 24 or 48hrs shift schedule and can be assigned to various tasks.
- 9) Must be in good physical health to perform the duties as a fire officer.
- 10) Must be able to command fire, medical, rescue, and other emergency responses.
- 11) Must be able to supervise emergency responders

Work Schedule 勤務スケジュール:

48-hour Intermittent Shift, 40 hours per week.

Required documents :

1. MCIPAC/CHRO/MLC-IHA 12300/2(Rev 4/14) & Questionnaire 12300/1
2. Copies of certifications.

1. 軍指定履歴書MCIPAC/CHRO/MLC-IHA 12300/2(Rev 4/14) & Questionnaire 12300/1
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/CHRO/MLC-IHA 12300/2(Rev 4/14) & Questionnaire 12300/1 is available at link below or QR code. 応募用紙は以下のリンク またはQRコードからダウンロード可。

<https://www.mcipac.marines.mil/Portals/28/JN%20App%20Form%20and%20Questionnaire.pdf>

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) で提出をお願いします。

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 Okinawa CHRO at 645-3370 / 098-970-3370, or email: FUJI_JN_STAFFING@usmc.mil
お問い合わせは沖縄海兵隊人事部-CLAO人事（軍電645-3370 電話098-970-3370）または、上記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.