

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-027-15](#)

OPENING DATE: 01 Oct 15

CLOSING DATE: 30 Sep 16

**POSITION TITLE AND GRADE:** Bartender, Junior, KWB-7405-03 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Bartender Junior, KWB-03, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 11902 – 16907 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Mixes and serves alcoholic beverages on order from individuals or waiter/waitress. Operates cash register, collects money, makes change and sells items incidental to bar operation. Maintains and accounts for own cash fund. Maintains adequate stock levels for sales. Washes glasses and clean bar and equipment. Prepares daily cash report, as required.

**MINIMUM QUALIFICATION REQUIREMENTS:** One (1) year of general experience includes actual work experience as a trainee, helper, or other work related to the trade or craft for which being considered. A score of 34 or above is required to qualify for referral on the American Language Course Placement Test (ALCPT) and successfully pass the English Comprehension Interview (ECI).

**SUBSTITUTION:** The following may be substituted for the 1 year of general experience required.

- (a) Graduation from high school in a field related to the job for which being considered.
- (b) Successfully completion of a formal training course in a recognized trade school, or at least 90 days duration, in the trade or craft of the job for which being considered.
- (c) Possession of valid license or certificate of competency issued by the ROKG attesting to proficiency in the trade or craft of the job for which being considered.

**KNOWLEDGE, SKILLS, AND ABILITIES (KSAs):** To be rated best qualified, applicants must have demonstrated possession of the following KSAs essential to the performance of the duties of the position.

- 1. Skill in mixing alcoholic drinks by selection proper premixes and garnish.
- 2. Ability to work effectively with others.
- 3. Ability to read, writes, speak, and understand English.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

- 1. All current employees assigned with USAF, Korea. (Priority Group 5)
- 2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
- 3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
- 4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to knstaffing@us.af.mil or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-028-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Cashier-Checker, KGS-2091-03 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Cashier-Checker, KGS-03, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 11356–16107 Won per hour

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Serves as cashier in a food or retail sales store where a large variety of commodities and/or food are sold and where the cashier is responsible for a small department or one commodity. Check items purchased by customer and determines the total bill, either mentally or by using a cash register. Checks identification of customers, as required, verifying signatures. Receives and examines cash from customers, place it in a register and makes changes as necessary. Receives change fund from store or food activity manager, counts and places in cash register. Maintains sales registers and any other accounts or lists necessary. Prepares clerk's reports at closing time, showing the type of cash and total amount received and turns cash and necessary reports over to the manager. Replenishes stocks and displays merchandise in accordance with predetermined display methods. May participate in conducting inventories. Serve as counter clerk as required.

**MINIMUM QUALIFICATION REQUIREMENTS:** Six (6) months of general experience or one (1) year education above the high school is required.

**ENGLISH LANGUAGE COMPETENCY:** 1. The American Language Course Placement Test (ALCPT) score of 50 and successfully passing the English Comprehension Interview (ECI) is required. 2. The Test of English as a Foreign Language (TOEFL) score 350 or higher the Test of English for International Communication (TOEIC) score of 250 or higher may be substituted for ALCPT requirement. Applicant must submit the TOEFL/TOEIC official copies of test score. TOEFL and TOEIC scores are valid for two years from the exam date.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITY (KSA's):** To be rated best qualified applicants must have demonstrated possession of the following KSA's essential to the performance of the duties of the position.

1. Ability to communicate orally and in writing.
2. Ability to operate cash register.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

1. All current employees assigned with USAF, Korea. (Priority Group 5)
2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment.

Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

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RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

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ANNOUNCEMENT NUMBER [OAB-NAF-029-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Custodial Worker, KWB-3566-02 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under the vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Custodial Worker, KWB-02, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 10866 – 15378 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

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**MAJOR DUTIES:** Working alone or as a member of a crew, performs the full range of janitorial duties of which the following are typical: Maintains a specified area orderly and clean following general instructions regarding the tasks to be performed. Sets up own scheduled and sequence of tasks within the framework of a general schedule, which states the required frequency of each task. Vacuum clean rugs and drapes. Sweeps, mops, strips, scrubs, waxes and polishes floor using heavy industrial powered equipment. Washes walls, adjusts, changes and oils, buffers, brushes, rollers and other attachments on these machines. Washes and replaces Venetian blinds, ceiling fixtures and room partitions using ladders and scaffolds.

**MINIMUM QUALIFICATION REQUIREMENTS:** No prior experience or education is required. Applicants must have a good physical condition.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

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Chief, KN Staffing Section  
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오산미공군기지 민간인인사처

한인직원 공석공고

공석공고 번호: 오산기지-비세출-029-15

발행 일자: 2015년 10월 01일

직책 및 급수: 사환, 기능직 2급 (시간제직/수시임용직/임시직)

마감 일자: 2016년 09월 30일

알 림: 이 공석공고 응시자는 차기에 경쟁없이 시간제직/풀타임직으로 전환될 수 있습니다. 주한미공군 오산기지에 예상되는 공석 사환, 2급직에 충분한 응시자를 확보하기 위하여 구직신청서를 접수하고 있습니다.

급 여: 시간당 10866에서 15378원까지 (분기별 상여금 포함한 시간당 총급여액)

근무 장소: 주한미공군, 오산기지.

고려대상지역: 주한미군 현직직원. (제 5순위). 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 미국 민간인의 부양가족 (제 7순위).

알 림: 우선순위 7은 1-6 그룹에서 응모자가 없을시 고려될 것입니다.

주한미군규정 690-1, 2-6e항에 의해, 신규 채용된 비충당 직원은 1년동안 다른직위로 이동은 관리자의 허가시에만 가능합니다.

주요 업무: 혼자 혹은 요원의 일원으로 작업을 하며, 다음과 같은 특색의 광범위한 청소업무를 수행한다. 순서대로 명시된 지역을 유지하고, 작업수행시 다음과 같은 일반적인 지침에 따라 청소를 한다. 각 작업의 빈도에 따른 명세서대로 일반 계획된 범주 안에서 작업을 순서대로 하며 자체 계획을 세운다. 양탄자를 진공 청소기로 청소하며 커튼을 깨끗이 한다. 쓸고 걸레질하며 닦고 문지르며 중동력 청소장비를 사용하며 마루바닥을 왁스칠하고 광택을 낸다. 벽을 닦고 완충기, 브러시, 롤러와 이 장비의 부품을 조정하며, 조작하고, 주유를 한다. 사다리와 지계를 사용하여 널찍발, 천장 부착물 방의 칸막이를 닦고 교체한다.

자격요건: 신체건강한 자. 경력 및 학력사항 필요없음.

면접 우선순위: 면접 우선권의 우선순위는 다음과 같습니다.

1. 주한미공군 한국인 현직직원. (제 5순위)
2. 주한미군 현직직원. (제 5순위)
3. 지역 재임용 우선권자 명부에 등록된 분. (제 6순위)
4. 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족의 요건에 맞는자. (제 7순위)

기회균등주의 성명서: 오산미공군기지는 기회균등주의 고용주 입니다. 모든 응모자는 인종,종교, 혈색, 정당, 정치적 또는 다른 결연관계, 혹은 결혼유무, 성별, 연령, 국적 또는 신체불구에 관계없이 고려를 받게될 것입니다.

고용 방침: 주한미군의 채용방침은 자격과 공적에 근거를 둡니다. 어떤직원도 주한 미군기관에서 고용 혹은 승진을 교환조건으로 사례금을 요구 혹은 제공받을수 없으며, 구직을 신청한 구직자의 권리행사를 방해할 수 없습니다. 그러한 사실을 범한 직원은 주한미군 기관에서 해고 대상이 됩니다. 이 방침에 위배되는 행위를 알고있는 사람은 즉시 오산기지 인사처장에게 전화번호 784-6706번이나 평택지역전화 (031) 661-6862번으로 연락해 주시기 바랍니다.

신청 방법: 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 배치 신청서를 구입 작성한 후 전자메일주소: knstaffing@us.af.mil이나 오산기지 제 51 병력지원중대 민간인 인사처 채용과 건물 936, 군우 96278-2065로 제출바랍니다. 구직신청서 양식은 오산홈페이지 <http://51fss.com/cpo.html> 에서 볼수 있습니다.

타 인사처 관할 주한미군 현직직원은 구직신청서 (주한미군 양식 130EK)를 경기도 평택시 송탄우체국 사서함 18호, 우편번호 17757주한미공군 오산기지 한인 채용과 앞으로 마감날짜까지 우편접수 하시기 바랍니다.

현재 한국에서 주둔하고 있는 미군장병의 배우자나 부양가족 또는 미국 정부 기관에서 근무하고 있는 미국 민간인의 배우자나 부양가족 응시자로서 채용우선권의 요건에 맞는 응시자는 구직신청서 (주한미군 양식 130호) 1부와 부양가족 진술서 양식및 결혼증명서, 보호자의 근무발령장을 오산기지 제 51병력지원대대, 민간인 인사처 채용과, 건물 936호, 112호 군우 96278-2065로 제출하시기 바랍니다.

구직자는 구직신청서에 기재한 학력, 자격증 그리고 경력 (소득세 원천증명서)을 인정할 수 있는 증명서를 제출하시기 바랍니다. 구직신청서 작성은 한글과 영어로 각 항목마다 정확하고 완전하게 작성해야 하며, 또한 일자와 서명은 본인이 직접 하여야 합니다. 위와같은 요구사항을 구비하지 못한 구직신청서는 고려하지 않고 폐기 처리 됩니다. 구직신청서가 사본일 경우에는 반드시 본인이 서명한후 제출바랍니다.

구직신청서 양식130EK는 오산기지 홈페이지<http://51fss.com/cpo.html> 에서 볼수 있습니다.

마감일자 이후에 본 인사처로 접수된 모든 지원서들은 접수되지 않으며 또한 인사처에 제출한 모든 서류는 일체 반송하지 않습니다. 제대로 작성되지 않은 구직 신청서및 우편접수 이외의 방법으로 제출된 지원서류들은 자동 폐기 됩니다.

추가정보: 더 자세한 문의사항은 전화번호 784-6862 나 평택지역 전화 (031) 661-6862로 연락바랍니다.

이 영 자  
한인 채용과장  
주한 미공군 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오



**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT**  
**KOREAN NATIONAL POSITION**  
**CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-030-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Food Deliverer, KWB-7401-03 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Food Deliverer, KWB-03, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 11902 – 16907 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Operates a variety of motor vehicles (approximate weight up to 10,000 pounds) to transport and deliver pizza, sandwiches, soft drinks, beer and a limited variety of hot/cold food items to customers located on and off the installation. Ensures products are delivered to customers according to quality standards established by management (i.e., freshly prepared foods delivered hot or cold, as appropriate, and in timely manner). Accepts patron orders over the telephone or via fax machine. Describes menu items to customer explaining various product combinations and options. Assists food service employees in the preparation of simple food items for delivery/carryout/restaurant. Cleans, cuts, chops and dices vegetables, salad or other food items. Rings up sales on cash register; maintains a separate cash drawer; accepts payment and makes change; prepares cash reports at end of shift.

**MINIMUM QUALIFICATION REQUIREMENTS:** No prior experience or education is required. A score of 34 or above is required to qualify for referral on the American Language Course Placement Test (ALCPT) and successfully pass the English Comprehension Interview (ECI). Driver license is required.

**REQUIRED KNOWLEDGE, ABILITY, AND SKILLS (KSA's):** To be rated best qualified applicants must have demonstrated possession of the following KSA's essential to the performance of the duties of the positions:

1. Ability to read and understand written and oral instructions.
2. Knowledge of general sanitation principles to safeguard food against spoilage and waste.
3. Skill in reading and understanding a road map to determine the shortest and safest route to take.
4. Incumbent needs to be minimally proficient in speaking and reading English.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

1. All current employees assigned with USAF, Korea. (Priority Group 5)
2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment.

Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-031-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Food Service Worker, KWB-7408-01 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Food Service Worker, KWB-01, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 9794 – 13798 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority Groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Prepare vegetables and fruits, Set up and arrange dining room service. Wash dishes, silverware, glassware, pots, pans and kitchen utensils by hand. Cleans kitchen and kitchen equipment, dining room floors and tables.

**MINIMUM QUALIFICATION REQUIREMENTS:** Applicants must have a good physical condition. No prior experience or education is required.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

1. All current employees assigned with USAF, Korea. (Priority Group 5)
2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**

**오산미공군기지 민간인인사처**  
**한인직원 공석공고**

공고번호: 오산기지-비세출-031-15

발행일자: 2015 년 10 월 01 일

마감일자: 2016 년 09 월 30 일

직책 및 급수: 취사원, 기능직 1 급 (시간제직/수시임용직/임시직)

알림: 이 공석공고 응시자는 차기에 경쟁없이 시간제직/폴타임직으로 전환될 수 있습니다. 주한미공군 오산기지에 예상되는 공석 취사원, 1 급직에 충분한 응시자를 확보하기 위하여 구직신청서를 접수하고 있습니다.

급여: 시간당 9794 원에서 13798 원까지 (분기별 상여금 포함한 시간당 총급여액)

근무장소: 오산미공군, 오산기지

고려대상지역: 주한미군 현직직원 (제 5 순위). 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 미국 민간인의 부양가족 (제 7 순위)

알림: 우선순위 7은 1-6 그룹에서 응모자가 없을시 고려될 것입니다.

주한미군규정 690-1, 2-6e항에 의해, 신규 채용된 비충당 직원은 1년동안 다른직위로 이동은 관리자의 허가시에만 가능합니다.

주요 업무: 야채와 과일을 준비한다. 음식을 공급 할수있게 식당을 맞추고 정리한다. 접시, 은그릇, 유리그릇, 주전자, 냄비등 주방용품을 씻고 주방청소 및 식탁, 식당내부를 청소한다.

자격 요건: 신체건강한 자. 경력 및 학력사항 필요없음.

면접 우선순위: 면접 우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원. (제 5순위)
2. 주한미군 현직직원. (제 5순위)
3. 지역 재임용 우선권자 명부에 등록된 분. (제 6순위)
4. 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족의 요건에 맞는자. (제 7순위)

기회균등주의 성명서: 오산미공군기지는 기회균등주의 고용주 입니다. 모든 응모자는 인종, 종교, 혈색, 정당, 정치적 또는 다른 결연관계, 혹은 결혼유무, 성별, 연령, 국적 또는 신체불구에 관계없이 고려를 받게될 것입니다.

고용 방침: 주한미군의 채용방침은 자격과 공적에 근거를 둡니다. 어떤직원도 주한미군 기관에서 고용 혹은 승진을 교환조건으로 사례금을 요구 혹은 제공받을수 없으며, 구직을 신청한 구직자의 권리행사를 방해할 수 없습니다. 그러한 사실을 범한 직원은 주한미군 기관에서 해고 대상이 됩니다. 이 방침에 위배되는 행위를 알고있는 사람은 즉시 오산기지 인사처장에게 전화번호 784-6706번이나 평택지역전화 (031) 661-6862번으로 연락해 주시기 바랍니다.

신청 방법: 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 배치 신청서를 구입 작성한 후 전자메일주소: knstaffing@us.af.mil이나 오산기지 제 51 병력지원중대 민간인 인사처 채용과 건물 936, 군우 96278-2065로 제출바랍니다. 구직신청서 양식은 오산홈페이지 <http://51fss.com/cpo.html> 에서 볼수 있습니다.

타 인사처 관할 주한미군 현직직원은 구직신청서 (주한미군 양식 130EK)를 경기도 평택시 송탄우체국 사서함 18호, 우편번호 17757주한미공군 오산기지 한인 채용과 앞으로 마감날짜까지 우편접수 하시기 바랍니다.

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구직자는 구직신청서에 기재한 학력, 자격증 그리고 경력 (소득세 원천증명서)을 인정할 수 있는 증명서를 제출하시기 바랍니다. 구직신청서 작성은 한글과 영어로 각 항목마다 정확하고 완전하게 작성해야 하며, 또한 일자와 서명은 본인이 직접 하여야 합니다. 위와같은 요구사항을 구비하지 못한 구직신청서는 고려하지 않고 폐기 처리 됩니다. 구직신청서가 사본일 경우에는 반드시 본인이 서명한후 제출바랍니다.

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마감일자 이후에 본 인사처로 접수된 모든 지원서들은 접수되지 않으며 또한 인사처에 제출한 모든 서류는 일체 반송하지 않습니다. 제대로 작성되지 않은 구직 신청서및 우편접수 이외의 방법으로 제출된 지원서류들은 자동 폐기 됩니다.

**추가정보:** 더 자세한 문의사항은 전화번호 784-6862 나 평택지역 전화 (031) 661-6862로 연락바랍니다.

이 영 자  
한인 채용과장  
주한 미공군 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-032-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Waiter/Waitress, KWB-7420-02 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Waiter/Waitress, KWB-02, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 10866 – 15378 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Spreads clean linen and sets tables with silverware, glasses, sugar bowls, salt and pepper shakers, napkins and ash trays. Takes orders for food from guests and transmits orders for hot foods to a cook or to a steam table attendant. Obtains bread, butter, fruits, juices, cereals, salads, desserts, beverages or other such food items from appropriate stations in the food service department. Carries food and beverages to tables. Serves food in individual dishes to each diner or places certain items of the food in food in large containers on tables for “family style” service. Removes empty dishes to dishwasher and sets the tables for the next diner. Wipes glasses and silverware; sweeps dining room floor, dusts room furniture and furnishings and removes, sorts, records and packs soiled pieces of table linen for laundry. Prepares tables for serving meals and beverages. Accepts cash payment or signature of member or guest. Writes the order down on order book or pad. Subject to work irregular tour of duty. Performs other duties as assigned.

**MINIMUM QUALIFICATION REQUIREMENTS:** No prior experience or education is required. A score of 34 or above is required to qualify for referral on the American Language Course Placement Test (ALCPT) and successfully pass the English Comprehension Interview (ECI).

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

1. All current employees assigned with USAF, Korea. (Priority Group 5)
2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**



**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-033-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE, GRADE:** Cook Junior, KWB-7404-03 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted from to part-Time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Cook Junior, KWB-03, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 11902 – 16907 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Assists cooks as required in the preparation and serving of food. Prepares fruits and vegetables by cleaning, peeling and/or cutting. Roasts, broils, bakes, fries, boils, steams, braises or otherwise cooks meats, fish, poultry and fruits and vegetables and other foods. Prepares coffee, tea and other beverages. Operates various mixers, grinders, steam kettles, electrical urns and other powered and mechanical kitchen equipment used in the preparation and service of food. Performs other duties as assigned.

**MINIMUM QUALIFICATION REQUIREMENTS:** One (1) year of general experience includes actual work experience as a trainee, helper, or other work related to the trade or craft for which being considered. A score of 34 or above is required to qualify for referral on the American Language Course Placement Test (ALCPT) and successfully pass the English Comprehension Interview (ECI).

**SUBSTITUTION:** The following may be substituted for the 1 year of general experience required.

- (a) Graduation from high school in a field related to the job for which being considered.
- (b) Successfully completion of a formal training course in a recognized trade school, or at least 90 days duration, in the trade or craft of the job for which being considered.
- (c) Possession of valid license or certificate of competency issued by the ROKG attesting to proficiency in the trade or craft of the job for which being considered.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITY:**

- 1. Knowledge of assist cooks as required in the preparation and serving food.
- 2. Knowledge of English language.
- 3. Knowledge of cooking ingredients.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

- 1. All current employees assigned with USAF, Korea. (Priority Group 5)
- 2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
- 3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
- 4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

**RECEIPT OF APPLICATIONS:** Applications submitted within Korea must be received by closing date of announcement to be considered. **INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.**

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

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**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-034-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Laborer, Semiskilled/Laborer, Heavy, KWB-3502-03  
(Intermittent/Part-Time/Full-Time/Temporary)

**NOTE:** Applicants applying under the vacancy announcement may be converted from intermittent/part-time to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Laborer, Semiskilled/Laborer, Heavy, KWB-3502-03, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 11902–16907 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station located in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Sweeps, mops, and scrubs floors, halls, office space, latrine, outside of building, and other designated area. Cleans furniture, windows, walls, and ceilings, using ladders as required to reach. Cleans customer's golf clubs stored in the storage bins daily. Loads, unloads, and moves supplies, furniture, or heavy and bulky items by actual lifting or by use of hand trucks. Assists skilled tradesman in making requires and installing and readjusting various equipment and furniture. Helps with painting and carpentry work. Assists and helps with repairing golf clubs and golf equipment when time permits. Mows lawns and clips hedge clipper, makes simple adjustments to cutter mechanisms, and periodically oils and cleans tools and equipment he/she used. Performs other duties as assigned. Must be able to perform heavy lifting of 25 kilo bags of fertilizer, grass, seed, as well as tree limbs, aeration plugs, and other items required in the accomplishment of assigned duties.

**TURUMI LODGE:** Maintains a specified facility in a clean and orderly manner. Cleans and vacuums hallways and stairs; cleans sidewalks, entrance ways, patios, catwalks of dirt and debris; cleans curbing and adjacent parking areas; empties trash bins. Changes out old furniture with new. Moves and arranges furniture as directed, changes light bulbs, hangs drapes and shampoos rugs using heavy powered cleaning equipment. Washes window seals and windows. Washes exterior walls. May carry boxes of cleaning supply bottles or other needed supply items to and/or from the storage area. Maintains laundry room by cleaning washers, dryers, mopping floors, shelves and other items. Collects soiled linen and makes accurate count of linen sent to the laundry, and loads bundles on truck. Unloads bundles of clean linen off the truck when returned, makes accurate count of returned linen and delivers linen to central points at numerous locations. Keeps latrines in clean, orderly and sanitary condition. Sweeps, scrubs and waxes floors. Cleans, disinfects, and deodorizes lavatories, urinals, and toilet bowls. Cleans mirrors, sinks, and water fountains. Dusts ledges and woodwork. Replaces deodorizers, toilet tissues, and towels, and soap. Notes condition of facilities and makes necessary repair to furniture, television, drapes, water leaks, clogged drains, and other conditions requiring minor maintenance. If the maintenance problems require professional attention, reports to supervisor. **WORKING CONDITIONS:** Some degree of manual skill and prior work experience is required to work safely with heavy hand tools or to operate, control, and clean heavy power equipment. Continual care and attention must be exercised to prevent accidents because of the nature of the duties and the kind of equipment used. Heavy physical effort is required in frequently lifting and moving object weighing over 50 pounds and using heavy furniture loaded carts, etc. Works inside and/or outside, occasionally in bad weather exposed to extreme cold temperatures. Continuous standing, walking, stooping, and/or lifting are required.

**GENERAL LABORER:** Loads and unloads trucks, box cars and other conveyances; moves supplies and materials to proper location by wheelbarrows or hand trucks; stacks materials for storage or binning; collects refuse and salvageable material. Digs fills and tamps earth excavations; levels ground using pick, shovel, tamper and rake; shovels concrete and snow; cleans culverts and ditches; cuts trees and brush; operates power lawn mowers. Moves and arranges heavy pieces of office and household furniture, equipment and appliances; moves heavy pieces of automotive, medical, engineering and other types of machinery and equipment.

**MINIMUM QUALIFICATION REQUIREMENTS:** No prior experience or education is required. Applicants must have a good physical condition.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

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USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

**RECEIPT OF APPLICATIONS:** Applications submitted within Korea must be received by closing date of announcement to be considered. **INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.**

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

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**오산미공군기지 민간인 인사처**  
**한인 직원 공석 공고**

공석공고 번호: 오산기지 - 비세출 -034-15

발행 일자: 2015년 10월 01일

직책 및 급수: 노무원, 기능직 3급

마감 일자: 2016년 09월 30일

(수시임용제직/시간제직/풀타임직/임시직)

**알림:** 이 공석공고 응시자는 차기에 경쟁없이 수시임용제직/시간제직/임시직에서 시간제직/풀타임직으로 전환될 수 있습니다. 주한미공군 오산기지에 예상되는 공석 노무원, 3급직에 충분한 응시자를 확보하기 위하여 구직신청서를 접수하고 있습니다.

**급여:** 시간당 11902원에서 16907원까지(분기별 상여금 포함한 시간당 총급여액)

**근무 장소:** 주한미공군 오산기지

**신청가능자:** 주한미군 현직직원에 한함 (우선순위 제 5 순위). 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 미국 민간인의 배우자 및 가족 (한국인, 미국시민 또는 제 3 국인) (우선순위 제 7 순위).

**알림:** 우선순위 7 은 1-6 그룹에서 응모자가 없을시 고려될 것입니다.

주한미군규정 690-1, 2-6e 항에 의해, 신규 채용된 비충당 직원은 1년동안 다른 직위로 이동은 관리자의 허가시에만 가능합니다.

**주요 업무:** 빌딩 밖이나 다른 지정된 장소, 마루, 홀, 사무실, 화장실을 닦고, 쓸고 먼지를 던다. 사다리를 이용하여 닿을수 있는대로 가구, 창문, 벽, 천장을 닦는다. 매일 골프채 보관소에 있는 손님들의 골프채를 손질한다. 손으로 들수 있거나 손지계를 사용할수 있는 무겁고 큰물건, 보급품이나 가구를 싣거나 내리거나 이동시킨다. 건물 및 가구를 수리 설치하고 관리하는 숙련공을 도와준다. 페인트공 하는일과 목공일을 도와준다. 시간나는대로 골프채와 장비 수리하는 것을 도와준다. 잔디와 울타리 다듬기, 깎는 기계의 간단한 손질, 사용하는 장비의 정기적인 청소를 한다. 주어진 다른 임무를 수행하여야 하며, 25키로미터가 넘는 비료, 잔디, 씨앗뿐만 아니라 큰 나뭇가지나 그 외에 업무수행에 필요한 다른 무거운 장비들도 충분히 운반할 수 있어야 한다.

**두루미숙소:** 지정된 구역을 청소하고 정리정돈한다. 복도나 계단을 청소하고 공기청소기를 사용하여 통로, 입구, 난간, 좁은 통로의 먼지나 쓰레기를 제거한다. 건물에 속해있는 보도나 주차장을 청소하고, 주변의 쓰레기통을 비운다. 낡은 가구를 새가구로 교체한다. 가구를 지시하는데로 이동하고 정돈한다. 전구를 갈아 끼우고 커튼을 걸고, 무거운 진공 청소기를 이용하여 카펫을 삼푸한다. 창가와 창문을 청소한다. 건물외벽을 닦는다. 창고에서 청소에 쓰이는 도구나 물건을 나른다. 세탁실 안에 있는 세탁기, 드라이기, 바닥걸레, 선반 그밖에 물건들을 관리한다. 트럭에서 많은양의 세탁물을 내리고, 제대로 돌아왔는지 확인하고, 세탁물을 여러곳의 지정된 장소에 운반한다. 화장실을 깨끗하게 하며 위생조건에 맞게한다. 바닥을 쓸고, 문지르고, 왁스한다. 거울과 세면대, 식수대를 청소한다. 선반과 나무로 된 물건의 먼지를 제거한다. 탈취제, 화장실휴지, 손닦는휴지, 비누를 교체한다. 건물이나 기구의 고장, 텔레비전, 커튼의 이상이 있는지 물이새는지, 배수구가 막혔는지, 다른 고쳐야 할 일이 무엇인지 노트에 적는다. 만약 고쳐야 할 일이 특별한 기술을 필요하면 감독자에게 보고한다. 근무조건: 무거운 도구를 안전하게 운영 또는 조정하기 위해 손수 일해야 하는 경험 필요하고 그리고 이러한 기구를 청소한다. 하는일이 도구를 다뤄야 하므로 사고를 미연에 방지하기 위하여 계속적인 주위와 관심을 가져야 한다. 50파운드 이상되는 짐을 옮겨야 하므로 신체적으로 힘든일을 해야 할 경우가 생기고 그리고 무거운 기구를 올리고 옮기고 카트에 옮긴다. 실내 또는 실외에서 일하고 때로는 아주 춥거나 험한날씨에도 일해야 할 경우도 있음.

**일반적인 노무원:** 트럭, 박스카 및 다른 나들것의 짐을 싣고 내리며, 외바퀴 손수레 및 손수레로 적합한 장소에 보급품 및 자재들을 운반하고, 창고 혹은 큰상자에 자재들을 쌓으며 폐물과 폐품자재들을 모은다. 땅을 파고 메우며, 단단하게 다지는 굴착과 곡괭이, 삽 메우는 막대와 갈퀴를 사용하여 땅을 수평으로 고르고, 콘크리트 및 눈을 치우며, 하수도 및 도랑을 깨끗이 하고 나무와 숲 강목을 자르며, 잔디 깎는 기계를 사용한다. 사무실 및 가정용 가구, 장비와 기계등의 무거운 부품을 옮기며 배열하고 자동차, 의료, 공사용기와 다른 형태의 기계류와 장비등의 무거운 것을 옮긴다.

**자격요건:** 경력 및 학력사항 필요없음. 신체건강한 자.

**면접 우선순위:** 면접 우선권은 우선순위는 다음과 같습니다.

1. 주한미공군 한국인 현직직원 (제 5 순위)
2. 주한미군 한국인 현직직원 (제 5 순위)
3. 지역 재임용 우선권자 명부에 등록한 분 (제 6 순위)
4. 현재 한국에서 근무하는 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족의 요건에 맞는 자 (제 7 순위)

**기회균등주의 성명서:** 오산미공군기지는 기회균등주의 고용주입니다. 모든 응모자는 인종, 종교, 혈색, 정당, 정치적 또는 다른 결연관계, 혹은 결혼유무, 성별, 연령, 국적 또는 신체불구에 관계없이 고려를 받게될 것입니다.

**고용 방침:** 주한미군의 채용방침은 자격과 공적에 근거를 둡니다. 어떤직원도 주한 미군기관에서 고용 혹은 승진을 교환조건으로 사례금을 요구 혹은 제공받을수 없으며, 구직을 신청한 구직자의 권리행사를 방해할 수 없습니다. 그러한 사실을 범한 직원은 주한미군 기관에서 해고 대상이 됩니다. 이 방침에 위배되는 행위를 알고있는 사람은 즉시 오산기지 인사처장에게 전화번호 784-6706번이나 평택지역전화 (031) 661-6862번으로 연락해 주시기 바랍니다.

**신청 방법:** 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 배치 신청서를 구입 작성한 후 전자메일주소: knstaffing@us.af.mil이나 오산기지 제 51 병력지원중대 민간인 인사처 채용과 건물 936, 군우 96278-2065로 제출바랍니다. 구직신청서 양식은 오산홈페이지 <http://51fss.com/cpo.html> 에서 볼수 있습니다.

타 인사처 관할 주한미군 현직직원은 구직신청서 (주한미군 양식 130EK)를 경기도 평택시 송탄우체국 사서함 18호, 우편번호 17757주한미공군 오산기지 한인 채용과 앞으로 마감날짜까지 우편접수 하시기 바랍니다.

현재 한국에서 주둔하고 있는 미군장병의 배우자나 부양가족 또는 미국 정부 기관에서 근무하고 있는 미국 민간인의 배우자나 부양가족 응시자로서 채용우선권의 요건에 맞는 응시자는 구직신청서 (주한미군 양식 130호) 1부와 부양가족 진술서 양식및 결혼증명서, 보호자의 근무발령장을 오산기지 제 51병력지원대대, 민간인 인사처 채용과, 건물 936호, 112호 군우 96278-2065로 제출하시기 바랍니다.

구직자는 구직신청서에 기재한 학력, 자격증 그리고 경력 (소득세 원천증명서)을 인정할 수 있는 증명서를 제출하시기 바랍니다. 구직신청서 작성은 한글과 영어로 각 항목마다 정확하고 완전하게 작성해야 하며, 또한 일자와 서명은 본인이 직접 하여야 합니다. 위와같은 요구사항을 구비하지 못한 구직신청서는 고려하지 않고 폐기 처리 됩니다. 구직신청서가 사본일 경우에는 반드시 본인이 서명한후 제출바랍니다.

구직신청서 양식130EK는 오산기지 홈페이지<http://51fss.com/cpo.html> 에서 볼수 있습니다.

마감일자 이후에 본 인사처로 접수된 모든 지원서들은 접수되지 않으며 또한 인사처에 제출한 모든 서류는 일체 반송하지 않습니다. 제대로 작성되지 않은 구직 신청서및 우편접수 이외의 방법으로 제출된 지원서류들은 자동 폐기 됩니다.

**추가정보:** 더 자세한 문의사항은 전화번호 784-6862 나 평택지역 전화 (031) 661-6862로 연락바랍니다.

이 영 자  
한인 채용과장  
주한 미공군 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-035-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Food Service Worker, KWB-7408-02 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Food Service Worker, KWB-02, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 10866 – 15378 Won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority Groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Sets up food service counters, steam tables, dining room tables, and side service standards with hot and cold foods including meats, salads, desserts, and beverages. Serves prepared food snack-bar/cafeteria style directly to customers from the serving line or counters. Prepare vegetables and fruits for general cooking, salads, and desserts using machines or manual methods. Makes coffee in the large urns according to number of servings desired, with responsibility for timing and brewing. May be required to make various juices or other drinks by mixing appropriate amounts of water, sugar, and beverage base powder in large contains and pouring it into a dispenser. Makes iced tea. Fills condiment dispensers and napkin holders on dining area tables. Removes soiled cooking equipment from cooking areas and transports them to dish washing area. Separates food waste and trash into separate garbage and trash cans. Cleans heavy cooking utensils or kitchen equipment such as deep fryers, mixers, meat slicers, cutting boards, etc. Disassembles, cleans, and reassembles kitchen equipment used. Washes and cleans all dining and kitchen area equipment and utensils that are used. The work requires heavy physical effort to scour and scrub off scorched grease and food materials from kitchen cooking equipment. Unloads supply trucks and pallets, lifting and moving of incoming items such as: all food, beverages, and expendable supply items. Moves supplies to designated storage areas, segregates and positions items in their proper locations in a first-in, first out rotation. Locates and picks up supplies from storeroom and refrigerators based on oral and written request and delivers them to designated areas. Performs a full range of janitorial duties in maintain the facility in an orderly clean condition at all times. After meals; sweeps and mops kitchen and dining area floors. Cleans walls and light fixtures, windows inside and out using a step ladder. Cleans storage areas and refrigeration units. Removes all garbage and trash from kitchen when receptacles become full, moves to dumpster condition. Performs other duties as assigned.

**MINIMUM QUALIFICATION REQUIREMENTS:** Applicants must have a good physical condition. No prior experience or education is required.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

1. All current employees assigned with USAF, Korea. (Priority Group 5)
2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.



**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

**RECEIPT OF APPLICATIONS:** Applications submitted within Korea must be received by closing date of announcement to be considered. **INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.**

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**



## 오산미공군기지 민간인인사처 한인직원 공석공고

공고번호: 오산기지-비세출-035-15

발행일자: 2015 년 10 월 01 일

마감일자: 2016 년 09 월 30 일

**직책 및 급수:** 취사원, 기능직 2 급 (시간제직/수시임용직/임시직)

**알림:** 이 공석공고 응시자는 차기에 경쟁없이 시간제직/풀타임직으로 전환될 수 있습니다. 주한미공군 오산기지에 예상되는 공석 취사원, 2 급직에 충분한 응시자를 확보하기 위하여 구직신청서를 접수하고 있습니다.

**급여:** 시간당 10866 원에서 15378 원까지 (분기별 상여금 포함한 시간당 총급여액)

**근무장소:** 오산미공군, 오산기지

**고려대상지역:** 주한미군 현직직원 (제 5 순위). 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 미국 민간인의 부양가족 (제 7 순위)

**알림:** 우선순위 7은 1-6 그룹에서 응모자가 없을시 고려될 것입니다.

주한미군규정 690-1, 2-6e항에 의해, 신규 채용된 비충당 직원은 1년동안 다른직위로 이동은 관리자의 허가시에만 가능합니다.

**주요 업무:** 배식대, 스팀 테이블, 식탁등에 고기, 샐러드, 후식, 음료수 등을 포함한 찬음식과 더운 음식등을 준비함. 배식대에 서있는 손님들에게 배식 서비스를 한다. 일반요리용, 샐러드 또는 후식용으로 채소나 과일등을 기계 또는 손으로 준비함. 접대할 인원 숫자에 따라 서 끓이는 시간등의 책임을 지고 큰통에 커피를 끓임. 각종 주스나 기타 음료수를 적당량의 물, 설탕 및 음료수용 기본 분말을 큰통에 넣고 만들고 분배기에 담는다. 홍차를 만듦. 식탁에 있는 조미료병이나 내프킨통을 채움. 우유통에 우유분배기에 우유를 채움. 빈 접시 및 그릇 등을 치워서 세척대로 운반함. 음식물 찌꺼기 및 쓰레기를 분리수거하여 쓰레기통에 버림. 후라이팬, 믹서기, 절육기, 식육 연화기, 도너츠 후라이팬등의 주방기구들을 닦고 손질함. 그릇 세척기, 믹서기등 주방기구를 분해 청소하여 재결합함. 식탁, 의자, 커피세트, 세척기, 우유 및 음료수 분배기, 접시 분쇄기, 스팀통, 압력솥, 전라레인지, 오븐, 그릴, 절육기, 전기 후라이팬 등을 씻고 닦음. 트럭에서 각종 음식 보급품을 내려서 저장창고로 운반하고, 오래된 보급품이 우선 사용되도록 적당한 위치에서 정렬해 놓음. 구두 및 지시에 의거 저장창고나 냉창고에서 식품들을 꺼내어 지정된 장소에 옮김. 식당이 항상 청결하게 유지되도록 청소를 한다. 모든 식사가 끝난뒤 식당바닥을 전기 청소기로 깨끗이 닦고, 걸레질하고, 때를 벗기고 왁스칠을 하여 광택을 낸다. 사다리를 사용하여 식당벽, 조명기구, 창문을 닦음. 저장창고, 냉창고, 사무실, 복도, 화장실을 청소함. 쓰레기통을 비워 쓰레기장에 버리고 깨끗이 씻고 쓰레기장을 위생적으로 관리유지함. 기타 부여된 업무를 수행함.

**자격 요건:** 신체건강한 자. 경력 및 학력사항 필요없음.

**면접 우선순위:** 면접 우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원. (제 5순위)
2. 주한미군 현직직원. (제 5순위)
3. 지역 재임용 우선권자 명부에 등록된 분. (제 6순위)
4. 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족의 요건에 맞는자. (제 7순위)

**기회균등주의 성명서:** 오산미공군기지는 기회균등주의 고용주입니다. 모든 응모자는 인종, 종교, 혈액, 정당, 정치적 또는 다른 결연관계, 혹은 결혼유무, 성별, 연령, 국적 또는 신체불구에 관계없이 고려를 받게될 것입니다.

**고용 방침:** 주한미군의 채용방침은 자격과 공적에 근거를 둡니다. 어떤직원도 주한미군 기관에서 고용 혹은 승진을 교환조건으로 사례금을 요구 혹은 제공받을수 없으며, 구직을 신청한 구직자의 권리행사를 방해할 수 없습니다. 그러한 사실을 범한 직원은 주한미군 기관에서 해고 대상이 됩니다. 이 방침에 위배되는 행위를 알고있는 사람은 즉시 오산기지 인사처장에게 전화번호 784-6706번이나 평택지역전화 (031) 661-6862번으로 연락해 주시기 바랍니다.

**신청 방법:** 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 배치 신청서를 구입 작성한 후 전자메일주소: knstaffing@us.af.mil이나 오산기지 제 51 병력지원중대 민간인 인사처 채용과 건물 936, 군우 96278-2065로 제출바랍니다. 구직신청서 양식은 오산홈페이지 <http://51fss.com/cpo.html>에서 볼수 있습니다.

타 인사처 관할 주한미군 현직직원은 구직신청서 (주한미군 양식 130EK)를 경기도 평택시 송탄우체국 사서함 18호, 우편번호 17757주한미공군 오산기지 한인 채용과 앞으로 마감날짜까지 우편접수 하시기 바랍니다.

현재 한국에서 주둔하고 있는 미군장병의 배우자나 부양가족 또는 미국 정부 기관에서 근무하고 있는 미국 민간인의 배우자나 부양가족 응시자로서 채용우선권의 요건에 맞는 응시자는 구직신청서 (주한미군 양식 130호) 1부와 부양가족 진술서 양식및 결혼증명서, 보호자의 근무발령장을 오산기지 제 51병력지원대대, 민간인 인사처 채용과, 건물 936호, 112호 군우 96278-2065로 제출하시기 바랍니다.

구직자는 구직신청서에 기재한 학력, 자격증 그리고 경력 (소득세 원천증명서)을 인정할 수 있는 증명서를 제출하시기 바랍니다. 구직신청서 작성은 한글과 영어로 각 항목마다 정확하고 완전하게 작성해야 하며, 또한 일자와 서명은 본인이 직접 하여야 합니다. 위와같은 요구사항을 구비하지 못한 구직신청서는 고려하지 않고 폐기 처리 됩니다. 구직신청서가 사본일 경우에는 반드시 본인이 서명한후 제출바랍니다.

구직신청서 양식130EK는 오산기지 홈페이지<http://51fss.com/cpo.html> 에서 볼수 있습니다.

마감일자 이후에 본 인사처로 접수된 모든 지원서들은 접수되지 않으며 또한 인사처에 제출한 모든 서류는 일체 반송하지 않습니다. 제대로 작성되지 않은 구직 신청서및 우편접수 이외의 방법으로 제출된 지원서류들은 자동 폐기 됩니다.

**추가정보:** 더 자세한 문의사항은 전화번호 784-6862 나 평택지역 전화 (031) 661-6862로 연락바랍니다.

이 영 자  
한인 채용과장  
주한 미공군 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-036-15](#)

OPENING DATE: 01 Oct 2015

CLOSING DATE: 30 Sep 2016

**POSITION TITLE AND GRADE:** Baker Junior, KWB-7402-03 (Intermittent/Part-Time/Temporary)

**NOTE:** Applicants applying under this vacancy announcement may be converted from to part-Time/full-time without further competition. Applicants are being accepted to establish an applicant supply pool of sufficient eligible candidates for Baker Junior, KWB-03, anticipated vacancies at Osan Air Base Korea.

**SALARY:** Between 11902 –16907 won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). Family members of US military and US civilian employees of the United States of Air Force whose duty station is in Korea (Priority Group 7).

**NOTE:** Priority Group 7 may be considered for the position when there are no eligible applicants from priority groups 1-6. IAW USFKR 690-1, para 2-6e, Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management.

**MAJOR DUTIES:** Assists bakers as required in the preparation and serving of bakery products. Selects, weighs, measures and mixes the ingredients then bakes such products as bread, pies, pastries, biscuits, cakes, cookies and rolls. Uses rollers, sifters, mixers and other bakery equipment. Performs other duties as assigned. **Working Conditions:** Works in areas continuously exposed to heat from stoves and ovens. There is always danger of burns from hot food, grease, steam sterilizer and oven.

**MINIMUM QUALIFICATION REQUIREMENTS:** One (1) year of general experience includes actual work experience as a trainee, helper, or other work related to the trade or craft for which being considered. A score of 34 or above is required to qualify for referral on the American Language Course Placement Test (ALCPT) and successfully pass the English Comprehension Interview (ECI).

**SUBSTITUTION:** The following may be substituted for the 1 year of general experience required.

- (a) Graduation from high school in a field related to the job for which being considered.
- (b) Successfully completion of a formal training course in a recognized trade school, or at least 90 days duration, in the trade or craft of the job for which being considered.
- (c) Possession of valid license or certificate of competency issued by the ROKG attesting to proficiency in the trade or craft of the job for which being considered.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITY:**

- 1. Ability to use kitchen utensils and equipment.
- 2. Knowledge of baking ingredients.
- 3. Ability to communicate effectively in English, both orally and in writing.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

- 1. All current employees assigned with USAF, Korea. (Priority Group 5)
- 2. All current USFK KN employees serviced by other Civilian personnel Offices. (Korea-wide) (Priority Group 5)
- 3. All registrants on the area reemployment priority list (ARPL). (Priority Group 6)
- 4. Military spouses and family members (Korean Citizen, U.S. Citizen, and third-country Citizen) of active duty members of U.S. Armed Forces and of U.S. Citizen Civilian employees of U.S. Government agencies assigned in Korea. (Priority Group 7)

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**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 they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices is subject to removal from USFK employment.

Anyone aware of acts or omissions contrary to this policy is urged to contact immediately contact the servicing CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.html> , and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Non-Air Force employees should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER: [OAB-006-16](#)

OPENING DATE: 16 Mar 16

CLOSING DATE: 24 Mar 16

**POSITION TITLE & GRADE:** Air Freight Special Equipment Operator, KWB-5703-07 (2 Positions)

**SALARY:** Between 15243 – 21840 won per hour (Total hourly compensation when quarterly bonuses are included.)

**DUTY LOCATION:** 731<sup>st</sup> Air Mobility Squadron, TROKR, Osan AB

**AREA OF CONSIDERATION:** All current USAFK employees assigned within 731<sup>st</sup> Air Mobility Squadron, Osan AB.  
(Priority Group 5).

**MAJOR DUTIES:** Operates 60K tunner and 24K Halverson aircraft K-loaders; 4K, 6K, 10K, and 50K forklifts; 5 ton tractor/rollerized trailer; baggage conveyer trucks; passenger busses; staircase trucks and warehouse tugs for ground handling operations. Maneuvers vehicle to load, unload, move and place materials, 463L pallets, and equipment in warehouse bay locations, trucks, aircraft, etc. Maintains and inspects equipment (on a daily basis) to ensure proper operation and readiness. Documents discrepancies and turns in equipment/vehicles to 51<sup>st</sup> LRS vehicle maintenance as required. Performs routine cleaning and preventive maintenance on equipment/vehicles in accordance with technical orders and operating procedures. Performs equipment and vehicle spotter duties. Provides protection for classified shipments, fragile and high value materials. Performs Hazard Communication (HAZCOM) monitor duties. Responsible for ensuring assigned personnel receive training before handling and occupationally being exposed to hazardous materials. Obtains and maintains/posts Material Safety Data Sheets (MSDS); maintains chemicals inventories and updates master listing when chemicals are added or deleted. Ensures hazardous material containers in the work place are properly cited/located, labeled, and are maintained in a serviceable condition. Coordinates and disposes outdated/unused chemicals and/or materials. Maintains official records. Performs Fleet Service duties. Performs clean and dirty fleet functions. Duties include pick-up and delivery of dry ice, wet ice, potable water, etc. Drives and operates 250 gallon potable water trucks and latrine servicing trucks. Individual operates and services aircraft and equipment IA applicable Technical Orders (TO's) and Air Mobility Instructions. Monitors the serviceable condition of work related equipment and facilities and reports any unserviceable conditions. Coordinates the repair or replacement of unserviceable equipment with appropriate servicing activity and facilitates the return of normal operating equipment and/or facilities. Performs other related support functions as assigned. Ensure that established procedures and regulations for warehouse safety and security are followed. Responsible for complying with established procedures pertaining to the operations of powered equipment. Maintains an orderly and clean work area that is conducive to safe operations. Uses and assure proper fit of any safety equipment and/or clothing. Performs other duties and assigned. **WORKING CONDITIONS:** Work requires continuous standing and walking. Work is inside and outside under all weather conditions. Duty hours are flexible; workers will be available whenever there are flight operations to be supported IAW the established work schedule. Schedules will vary based on early/late and unscheduled aircraft arrivals or delayed departures. Personnel must wear provided squadron uniform and safety gear (i.e., face shields, gloves, hearing protection, steel toe boots, etc.) and are required to follow Air Force, Air Mobility Command, Pacific Air Force, Osan Air Base, and squadron safety requirements.

**MINIMUM QUALIFICATION REQUIREMENTS:** Six (6) months of specialized experience is required. Applicants must successfully pass a USFK performance test, possess the appropriate ROKG operator's license for the type of equipment to be operated.

**ENGLISH LANGUAGE COMPETENCY:** The American Language Course Placement Test (ALCPT) score of 40 or above and successfully passing the English Comprehension Interview (ECI) is required.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITY (KSA's):** To be rated best qualified applicants must have demonstrated possession of the following KSA's essential to the performance of the duties of the positions:

- a. Knowledge of procedures and regulations for warehouse safety and security.
- b. Skill in operating all Air Transportation vehicles and equipment.
- c. Ability to work outside under all weather conditions.

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**EMPLOYMENT POLICY:** It is the policy of USFK to employ based on qualification and merit. No employee may request, offer, or accept gratuity in exchange for employment or promotion within USFK, nor may they interfere with applicants exercising their rights to apply for consideration. Any employee found guilty of these practices will be subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to immediately contact the servicing CPF or Osan Air Base Civilian Personnel Officer, commercial telephone: 031-661-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current USAFK employees within 731<sup>st</sup> AMS desiring consideration must complete an In-Service Placement Application Form at <http://51fss.com/cpo.htm>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

**ADDITIONAL INFORMATION:** For more information on Korean National employment program, please contact Civilian Personnel Office, at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**

**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT**  
**KOREAN NATIONAL POSITION**  
**CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER: [OAB-007-16](#)

OPENING DATE: 16 Mar 16

CLOSING DATE: 24 Mar 16

**POSITION TITLE & GRADE:** Education Technician, KGS-1702-05/06/07

**SALARY:** KGS-05: Between 15229 – 21826 won per hour

KGS-06: Between 17107 – 24599 won per hour

KGS-07: Between 18966 – 27343 won per hour

(Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** 51<sup>st</sup> Force Support Squadron, Force Development Flight, Osan AB

**AREA OF CONSIDERATION:** All current employees assigned with United States Air Forces, Korea (USAFK)  
(Priority Group 5)

**NOTE:** Target grade of this position is KGS-07. If this position is filled at lower grade than target grade, the incumbent may be promoted to the target grade non-competitively upon satisfactory completion of the job requirements, recommendation by the supervisor, and subject to meeting time-in-grade and qualification requirements. Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by the management. Relocation allowances are not authorized for USFK employees selected from outside the commuting area.

**MAJOR DUTIES:** Provides information on educational programs and services, and advises eligible personnel in regards to their educational or vocational goals. Assists in providing information and academic advisement to military personnel of all ranks, their dependents and/or civilian personnel pursuing undergraduate, graduate academic, vocational and/or professional development opportunities at various levels. Advises clients on availability of basic skill, education assistance in establishing academic/vocational goals and course selection. Reviews individual's past experience, education and training to counsel and advise on educational and AF educational and training programs. Advises Air Force personnel on non-resident Professional Military Education programs, Community College of the Air Force (CCAF), Airmen commissioning programs, and AF Institute for Advanced Distributed Learning. Assists members in preparing appropriate paperwork for the above programs. Assists in accomplishing educational surveys to determine class needs and interests for the base population. Provides financial aid information for educational programs determine Air Force Military Tuition Assistance (MILTA) eligibility and advises personnel on MILTA policies and procedures. Performs final QC on all MILTA request for completeness, accuracy, monetary calculations, and personal data entries. Personally verifies all individuals are eligible and qualified for MILTA. Audits updates, inquires, and processes actions through standard automated systems and uses varied and advanced functions of office automation software to create, format, modify, edit and print a variety of letters, reports, memos, briefings, and other textual documents. Verifies degree completions and updates appropriate military personnel data systems to include MILPDS and AFAEMS. Assists the Base Training Manager complete a variety of training functions to include; prepare/publish training agendas and meeting minutes, review upgrade training classification actions for completeness and accuracy, and process upgrade actions in the military personnel data system as well as, compile statistical data for inclusion in the Wing Quarterly Status of Training briefing/presentation. Assists all Unit Training Manger gain access to various training systems to include, but not limited to; Training Business Area (TBA), Advanced Distributes Learning Air Force Training Record (AFTR), Education & Training Course Announcement (ETCA), and Career Development Student Account Record (CDSAR). Serves as alternate test examiner for military and voluntary education examinations. Assists the Test Control Office (TCO) by helping observe examinees during test administration. Distributes and collects test materials as directed by TCO. Assist Facility Manager with routine and emergency classroom/work-center maintenance work orders. Maintains administrative filling system IAW Air Force Records Information Management System (AFRIMS). Ensures security classrooms and government provided equipment during normal business hours. Schedules classrooms for both academic institutions and military organizational requirements. Serves as the education center's information technology point of contact. Identifies, troubleshoots, coordinates all information technology issues with appropriate offices, and ensures all testing computers are connected to the appropriate networks, and initiates update as required. Performs other related duties as assigned.

**MINIMUM QUALIFICATION REQUIREMENTS:**

**KGS-05:** One (1) year of specialized experience at grade level of KGS-04 or equivalent OR successfully completed education 4 years of study above high school level in a ROKG authorized or recognized college, university, business, technical or secretarial school.

**KGS-06:** One (1) year of specialized experience at grade level of KGS-05 or equivalent.

**KGS-07:** One (1) year of specialized experience at grade level of KGS-06 or equivalent.

**ENGLISH LANGUAGE COMPETENCY:** 1. The American Language Course Placement Test (ALCPT) score of 70 or above and successfully passing the English Comprehension Interview (ECI) is required.

2. The Test of English as a Foreign Language (TOEFL) score of 509 and higher the Test of English for International Communication (TOEIC) score of 650 and higher may be substituted for ALCPT requirement. Applicant must submit the TOEFL/TOEIC official copies of test score. TOEFL and TOEIC scores are valid for two years from the exam date.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITY (KSA's):** To be rated best qualified applicants must have demonstrated possession of the following KSA's essential to the performance of the duties of the positions:

- a. Knowledge of a variety of education program and opportunities
- b. Knowledge of various office automation software programs, tools, and techniques to support office operations, retrieve and input data, and maintain accurate files.
- c. Ability to communicate effectively, both orally and in writing
- d. Knowledge of the rules, concepts, techniques, procedures, and operations of training programs.

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital status, sex, age or national origin or handicap.

**EMPLOYMENT POLICY:** It is the policy of USFK to employ based on qualification and merit. No employee may request, offer, or accept gratuity in exchange for employment or promotion within USFK, nor may they interfere with applicants exercising their rights to apply for consideration. Any employee guilty of such practices will be subject to removal from USFK employment. Anyone aware of acts or omissions contrary to this policy is urged to contact immediately the Osan Air Base Civilian Personnel Officer, telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with United States Air Force desiring consideration must complete an In-Service Placement Application Form at <http://51fss.com/cpo.htm>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

**ADDITIONAL INFORMATION:** For more information on Korean National employment program, please contact Civilian Personnel Office, at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

**PLEASE POST ON BULLETIN BOARDS ACCESSIBLE TO KN EMPLOYEES**



**MERIT PROMOTION AND PLACEMENT ANNOUNCEMENT  
KOREAN NATIONAL POSITION  
CIVILIAN PERSONNEL OFFICE OSAN AIR BASE**

ANNOUNCEMENT NUMBER [OAB-NAF-002-16](#)

OPENING DATE: 09 Mar 16

CLOSING DATE: 22 Mar 16

**POSITION TITLE AND GRADE:** Laborer, Semiskilled, KWB-3502-03  
(Temporary -1 Year) (Part-Time-12 Positions)

**NOTE:** Applicants applying under this vacancy announcement may be converted to part-time/full-time without further competition.

**SALARY:** Between 11902 - 16907 won per hour (Total hourly compensation when quarterly bonuses are included)

**DUTY LOCATION:** 51 FSS/Community Services Flight, Golf Course, Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5). All registrants on the area reemployment priority list (ARPL) (Priority Group 6). Eligible family members of US military and civilian employees of an agency of the United States whose duty station located in Korea (Priority Group 7). Outside Korean National Applicant (Priority Group 8 & 9).

**NOTE:** Priority Group 8 & 9 may be considered for the position when there are no eligible applicants from priority groups 1-7. Newly hired NAF employees are required to serve no less than one year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by management.

**MAJOR DUTIES:** Propagates, cultivates, and tends to turf, trees, flowers and all other plants residing on the golf course grounds. Performs tasks such as weed eating, trimming trees and shrubs, pulling weeds, raking bunkers and changing cups. Works as manual laborer on projects such as landscaping or building tees and greens. These duties can include the use of hand equipment such as weedeaters, trimmers, shovels rakes, etc. Laborers can be trained to use some other golf equipment such as movers and bunker rakes but will remain under direct supervision of the trainer until proficient. Works with irrigation technician to fix or repair irrigation breaks. Performs other duties as assigned. **Working Conditions:** Most work is performed outside. In working outside the incumbent is subject to extreme weather such as cold, heat, rain and snow; exposure to wind and dust is also possible. Must be able to work while wearing protective clothing such as boots, gloves, glasses and long pants. There are possibilities of minor injuries like cuts scrapes and bruises. **Other Significant Facts:** Must be able to perform heavy lifting of 25 kilograms for extended periods. Must have the ability to obtain necessary license for equipment that require a designated operator's license. Work schedules subject to no notice change due to inclement weather.

**MINIMUM QUALIFICATION REQUIREMENTS:** No prior experience or education is required. Applicants must have a good physical condition.

**EMPLOYMENT CONSIDERATION PREFERENCE:** Preference for employment consideration will be given in the following order:

1. All current USFK employees
2. Former USFK KN employees on the Area Reemployment Priority List (ARPL)
3. Eligible family members of US military and civilian employees of an agency of the United States whose duty station located in Korea
4. All other Korean National applicants.

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital statues, sex, age or national origin or handicap.

**EMPLOYMENT POLICY:** It is the policy of USFK to employ based on qualifications and merit. No employee may request, offer, or accept a gratuity in exchange for employment or promotion within USFK, nor may they interfere with applicants exercising their rights to apply for consideration. Any employee guilty of practices is subject to removal from USFK employment. Anyone who knows of acts contrary to this policy is urged to contact immediately the Osan Air Base Civilian Personnel Officer, telephone 784-6706.

**HOW TO APPLY:**

All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/cpo.htm>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065 no later than the closing date.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSMCXKN, APO AP 96278-2065.

Non-Air Force employees and outside applicants should mail one copy of USFK Form 130EK, Application for Employment and supporting documents to the Kyongki-do, Pyongtaek-si, Songtan Post Office Box (SONGTAN-U-CHAE-KUK, SA SO HAM 18 HO) Postal Code 17757, Osan civilian Personnel Office no later than closing date.

All applicants will be required to submit certificates of education, work experiences with tax deductions and license listed on the application. Applications must be in English and Korean, each item of the application be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/cpo.html> under Civilian Personnel.

RECEIPT OF APPLICATIONS: Applications submitted within Korea must be received by closing date of announcement to be considered. INCOMPLETE APPLICATIONS or FAXED APPLICATIONS WILL BE DESTROYED WITHOUT CONSIDERATION. ALL APPLICATIONS WILL NOT BE RETURNED TO THE APPLICANT.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Office at 784-6862 or (031) 661-6862.

YI, YONG CHA  
Chief, KN Staffing Section  
Civilian Personnel Office

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