

# KN vacancy announcements

## Kunsan Civilian Personnel Flight

As of 14 Aug 2024

**HOW TO APPLY:** All current USAF employees serviced by Osan Civilian Personnel Office desiring consideration must complete an USFK 130 EK Application Form at <https://www.51fss.civilian-personnel-flight/> or <https://www.kunsanfss.com/civilian-personnel/> and forward it through e-mail to [yong\\_mi.kim.2.kr@us.af.mil](mailto:yong_mi.kim.2.kr@us.af.mil) or Kunsan Civilian Personnel Office, 8 FSS/FSCA, APO AP 96294-2105.

신청서를 전자 메일 주소, [yong\\_mi.kim.2.kr@us.af.mil](mailto:yong_mi.kim.2.kr@us.af.mil) 로 전송할 때는 전자메일의 제목란에 공고번호와 공고직책 및 급수를 기재하여 보내져야 합니다. 외부 이메일로 현직자 이동 신청서를 제출할 경우 주한 미공군 네트워크에서 사용이 불가능하여 고려 될수 없는 경우가 발생할수 있으므로 인사처로 신청서 접수 유무를 확인하시기 바랍니다.

### APPROPRIATED FUND POSITIONS

ANN NO.	POSITION & GRADE	LOCATION	WHO MAY APPLY	OPEN	CLOSE
<a href="#">KAB-AF-18-2024</a>	Utility System Repairer-Operator KWB-4742-04/06 (1-Full Time), 2nd Issue	Water Plant Operations, Infrastructure, Operations Flight, 8th Civil Engineer Squadron, Kunsan AB.	All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).	7 Aug 24	16 Aug 24

## NON-APPROPRIATED FUND POSITIONS

ANN NO.	POSITION	LOCATION	WHO MAY APPLY	OPEN	CLOSE
<a href="#">KAB-NAF-32-2023</a>	Cook Junior, KWB-7404-03 (2-Part Time)	Wolf Pack Café, Loring Club, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).	14 Aug 24	<b>30 Sep 24</b>
<a href="#">KAB-NAF-38-2023</a>	Cook Junior, KWB-7404-03 (2-Part Time)	Loring Club, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).	14 Aug 24	<b>30 Sep 24</b>
<a href="#">KAB-NAF-21-2024</a>	Food Service Worker, KWB-7408-02 (1-Part Time)	Loring Club, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).	31 Jul 24	<b>30 Sep 24</b>
<a href="#">KAB-NAF-23-2024</a>	Recreation Assistant, KGS-0189-04 (1-Full Time)	Outdoor Rec/Art & Craft Development, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with United States Air Force, Korea (USAFK). (Priority Group 5).	7 Aug 24	16 Aug 24

**NOTE:** \* This announcement should not be construed to imply that vacancies currently exist. Application will be accepted from eligible candidates and rated and registered in the active file for a period of one year or until placed. Application of qualified candidates will be referred when vacancies become available

\*\*\*\* For more information, call 782-4526 \*\*\*\*

구직신청서가 필요한 분은 오산미공군 인사처 웹사이트에서 다운받으시길  
바랍니다.

(<https://www.51fss.com/civilian-personnel-flight/>)에서 **KN Application for Employment (구직신청서 130EK)**를 다운 받으실수 있습니다.  
다른 문의사항은 군산인사처 (063) 470-4526 로 문의 바랍니다.

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

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

ANNOUNCEMENT NUMBER: [KAB-NAF-32-2023](#)

OPENING DATE: 14 Aug 2024

CLOSING DATE: **30 Sep 2024**

**POSITION TITLE & GRADE:** Cook Junior, KWB-7404-03 (2-Part Time)

**NOTE:** This is an Open Continuous Announcement that will be used for filling Cook Junior, KWB-03, part-time for located within Kunsan AB until Sept 30, 2024.

**SALARY:** Between 15,286 – 21,755 won per hour (Total hourly compensation when bonuses are included.)

**TOUR OF DUTY:** Maximum workweek will not exceed 32 hours.

**DUTY LOCATION:** Wolf Pack Café, Loring Club, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

**AREA OF CONSIDERATION:** All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).

**NOTE:** 1. Priority Group 8 & 9 may be considered for positions when there are no eligible applicants from priority group 1-7.  
2. Applicants applying under this vacancy announcement may be converted to full-time without further competition.  
3. Newly hired non-appropriated fund (NAF) employees of the USFK on or after 1 July 2004 will be required to serve no less than one (1) year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by management. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

**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 beverage. Operates various mixers, grinders, steam kettles, electrical urns and other powered and mechanical kitchen equipment used in the preparation and service of food. Must be able to read, understand, and execute/make from recipe cards and other sources. Performs other duties as assigned.

**OTHER SIGNIFICANT FACTS:** Work requires some exposure to soiling of hands by cooking oils or grease. Subject to splashing of water, noise of equipment, colds of refrigerators/freezers and heat of stoves and ovens. Must have and maintain current food handlers card. Is subject to danger of serious burns and to cuts or other injuries in using powered equipment/sharp tools such as knives. Required to work on days, swings or midnight shifts and any day of the week.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2105, APO AP 96264-2105.

**MINIMUM QUALIFICATION REQUIREMENTS:** One (1) year of general experience is required.

**General Experience** includes actual work experience as a trainee, helper, or other work related to the trade or craft for which being considered.

**SUBSTITUTION:**

1. The following may be substituted for the one (1) year of general experience required.
  - a. Graduation from high school in a field related to the job for which being considered.
  - b. Successful completion of a formal training course in a recognized trade school, of 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 as Craftsman (기능사) the trade or craft of the job for which being considered.

**ENGLISH LANGUAGE COMPETENCY:** The American Language Course Placement Test (ALCPT) score of 34 or above and successfully passing the English Comprehension Interview (ECI) is required.

**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. Ability to prepare and cook various foods.
2. Ability to use kitchen utensil and equipment.
3. Knowledge of cooking ingredients.
4. Ability to work effectively with others.
5. Ability to read, write, speak and understand English.

**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 qualified applicants

**EQUAL OPPORTUNITY STATEMENT:** Kunsan 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 Kunsan Air Base Civilian Personnel Office, commercial telephone: 063-470-4526 or military telephone 782-4526 or the Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6862 or military telephone 784-6862.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an USFK 130 EK Application Form at <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> and forward it through e-mail to [yong\\_mi.kim.2.kr@us.af.mil](mailto:yong_mi.kim.2.kr@us.af.mil) or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2105 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 employee must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Kunsan Civilian Personnel Flight, Bldg#755, Room 213, 8 FSS/FSCA, and APO AP 96264-2105.

Non-Air Force employees and outside applicants should submit to hand delivered to CPO or copy of USFK Form 130EK, Application for Employment and supporting documents to the PO Box 73, Kunsan Post Office, Kunsan City, Postal Code: 54025.

USFK Form 130EK is available at the Osan AB or Kunsan AB home page on the web site: <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> under Staffing/Employment.

**Applicants will be required to submit certificates of education, experience with tax deductions and license listed on the application. Applicants must give contact telephone number and announcement number on the front page of the application form. 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.**

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

참조: 타 인사처 관할 주한미군 현직직원과 외부구직자는 구직신청서 (주한미군양식 130EK)와 구직신청서에 기재한 학력, 자격증, 경력 (재직증명서/경력증명서/소득세원천증명서)을 인정할 수 있는 제반 증명서와 함께 <군산시 군산우체국 사서합 73 호 주한미공군 군산기지 한인채용과> 앞으로 마감날짜까지 인사처 또는 우편접수로 하시기 바랍니다.

**ADDITIONAL INFORMATION:** For more information on Korean National employment program, please contact Civilian Personnel Office, at 782-4526 or (063) 470-4526.

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

ANNOUNCEMENT NUMBER: [KAB-NAF-38-2023](#)

OPENING DATE: 14 Aug 2024

CLOSING DATE: **30 Sep 2024**

**POSITION TITLE & GRADE:** Cook Junior, KWB-7404-03 (2-Part Time)

**NOTE:** This is an Open Continuous Announcement that will be used for filling Cook Junior, KWB-03, part-time for located within Kunsan AB until **Sept 30, 2024**.

**SALARY:** Between 15,286 – 21,755 won per hour (Total hourly compensation when bonuses are included.)

**TOUR OF DUTY:** Maximum workweek will not exceed 32 hours.

**DUTY LOCATION:** Loring Club, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

**AREA OF CONSIDERATION:** All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).

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  - b. Successful completion of a formal training course in a recognized trade school, of at least 90 days duration, in the trade or craft of the job for which being considered.
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**EQUAL OPPORTUNITY STATEMENT:** Kunsan 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.

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USFK Form 130EK is available at the Osan AB or Kunsan AB home page on the web site: <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> under Staffing/Employment.

**Applicants will be required to submit certificates of education, experience with tax deductions and license listed on the application. Applicants must give contact telephone number and announcement number on the front page of the application form. 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.**

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

ANNOUNCEMENT NUMBER: [KAB-NAF-21-2024](#)

OPENING DATE: 31 Jul 2024

CLOSING DATE: **30 Sep 2024**

**POSITION TITLE & GRADE:** Food Service Worker, KWB-7408-02 (1-Part Time)

**NOTE:** 1. This is an Open Continuous Announcement that will be used for filling Food Service Worker, KWB-02, part-time for located within Kunsan AB until **Sept 30, 2024**. Qualified applicants will be considered and referred as vacancies become available.  
2. Applicants applying under this vacancy announcement may be converted to full-time without further competition.

**SALARY:** Between 13,957 – 19,789 won per hour (Total hourly compensation when bonuses are included.)

**TOUR OF DUTY:** Maximum workweek will not exceed 32 hours.

**DUTY LOCATION:** Loring Club, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

**AREA OF CONSIDERATION:** All current employees assigned with USAFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).

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3. Newly hired non-appropriated fund (NAF) employees of the USFK on or after 1 July 2004 will be required to serve no less than one (1) year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by management. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

**MAJOR DUTIES:** Performs a variety of the following duties either regularly or on a rotating basis. Sets up food service counters, steam tables, and side service stands with hot and cold foods including meats, vegetables, salads, desserts, bread, butter, ice creams, and beverages. Serves prepared food snack bar/cafeteria-style directly to customers in serving line or counters, as required, may collect money, ring sales on cash register, and make change. Prepares vegetables and fruits for general cooking, salads and desserts using machines or manual methods. Fills milk box in milk dispensers. Cleans heavy utensils or kitchen equipment such as deep fryers, mixers, meat slicers, tenderizers, doughnut fryers, etc. Disassembles, cleans and reassembles dishwashing machines, mixers and similar kitchen equipment. Responsible for dishwashing machines, milk and beverage dispensers, dish dispensers, steam kettles, steam pressure cookers, electric ranges with oven grills, meat slicers, deep fat electric fryers, etc. The work requires heavy physical effort to scour and scrub off scorched grease and food materials. Unloads supply trucks, lighting and moving such incoming supplies as meat, flour, fruits, vegetables, potatoes, rice, chickens, block ice, milk, and expendable supplies. Moves supplies to storeroom, segregates and stacks them in proper location and in position to use old supplies first. Locates and picks up supplies from storeroom or refrigerators based on oral or written request and delivers them to designated area. Performs the full range of janitorial duties in maintaining the dining facility in orderly and clean condition at all times. After each meal, sweeps, mops, strips, scrubs, waxes, and polishes dining room floors using heavy powered equipment. Cleans walls and light fixtures of the kitchen using step ladders. Cleans storeroom, refrigerators, walk-in refrigerators, office, hallways and latrines. Remove trash and garbage cans from kitchen when they become full, moves to garbage collection area near the Club, and washes and sanitizes the empty cans for reuse. Maintains garbage collection area in clean sanitary condition. Performs other duties as assigned.

**WORKING CONDITIONS:** Work requires continuous standing, walking and stooping, and requires heavy physical efforts (e.g., lifting and carrying supply boxes, trash cans, beverages weighing average 40-50 pounds). Working areas are uncomfortably hot and noisy. Is exposed to extreme temperature of the walk-in refrigerator, injuries from extreme heat and hot water, skin irritations from strong cleaning solutions and constantly using hot water of 180 degree F, and injuries from dropping heavy materials. There is danger of slipping on floors which are wet from frequent mopping or where food or beverage has been dropped.

Work requires some exposure to soiling of hands by cooking oils or grease. Subject to splashing of water, noise of equipment, cold of refrigerator and heat of stoves and ovens. Is subject to danger of serious burns and to cuts or other injuries in using powered equipment.

**OTHER SIGNIFICANT FACTS:** Required to work on days, swings, midnight shift and any day of the week.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2105, APO AP 96264-2105.

**MINIMUM QUALIFICATION REQUIREMENTS:** No prior experience or education is required.

**ENGLISH LANGUAGE COMPETENCY:** N/A

**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 qualified applicants

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**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 Kunsan Air Base Civilian Personnel Office, commercial telephone: 063-470-4526 or military telephone 782-4526 or the Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6862 or military telephone 784-6862.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an USFK 130 EK Application Form at <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> and forward it through e-mail to [yong\\_mi.kim.2.kr@us.af.mil](mailto:yong_mi.kim.2.kr@us.af.mil) or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2105 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 employee must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Kunsan Civilian Personnel Flight, Bldg#755, Room 213, 8 FSS/FSCA, and APO AP 96264-2105.

Non-Air Force employees and outside applicants should submit to hand delivered to CPO or copy of USFK Form 130EK, Application for Employment and supporting documents to the PO Box 73, Kunsan Post Office, Kunsan City, Postal Code: 54025.

USFK Form 130EK is available at the Osan AB or Kunsan AB home page on the web site: <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> under Staffing/Employment.

**Applicants will be required to submit certificates of education, experience with tax deductions and license listed on the application. Applicants must give contact telephone number and announcement number on the front page of the application form. 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.**

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

참조: 타 인사처 관할 주한미군 현직직원과 외부구직자는 구직신청서 (주한미군양식 130EK)와 구직신청서에 기재한 학력, 자격증, 경력 (재직증명서/경력증명서/소득세원천증명서)을 인정할 수 있는 제반 증명서와 함께 <군산시 군산우체국 사서함 73 호 주한미공군 군산기지 한인채용과> 앞으로 마감날짜까지 인사처 또는 우편접수로 하시기 바랍니다.

**ADDITIONAL INFORMATION:** For more information on Korean National employment program, please contact Civilian Personnel Office, at 782-4526 or (063) 470-4526.

# 군산미공군기지 민간인인사처 한인직원 공석공고

공고번호: 군산기지-비세출-21-2024

발행일자: 2024년 7월 31일

마감일자: 2024년 9월 30일

**직책 및 급수:** 취사원, 기능직 2급 (시간제직), 한자리

**알림:** 1. 본 공석은 2024년 9월 30일까지 주한미공군 군산기지 취사원 2급, 파트타임에 지원자 서류를 받기위한 공고입니다. 자격요건을 갖춘 지원자는 공석이 있을시 면접서류에 보내질것입니다. 2. 본 공석공고 지원자는 차기에 경쟁없이 풀타임직으로 전환될 수 있습니다.

**급여:** 시간당 13,957 원에서 19,789 원까지 (상여금 포함한 시간당 총급여액)

**근무일정:** 일주일에 근무시간은 32 시간을 초과할 수 없음

**근무장소:** 군산미공군기지 제 8 병력지원대대 공동체지원부 로딩클럽

**신청 가능자 및 신청 방법:** 고용상의 우선적인 고려는 다음과 같은 순서로 주어집니다.

1. 군산 미공군 기지 민간인 인사처와 오산 미공군 기지 중앙 민간인 인사처에서 관할하는 모든 주한미군 현직 한국인 직원들. (우선 순위 제 5순위)
2. 다른 지역 민간인 인사처에서 관할하는 모든 주한미군 현직 직원들. (우선 순위 제 5순위)
3. 지역 재임용 우선권자 명부에 등록된 분들. (우선 순위 제 6순위)
4. 한국에 배치된 현역 미군들과 미국 민간인 직원들의 배우자 및 가족 (한국인, 미국시민 또는 제 3국인) (우선 순위 제 7순위)
5. 외부 일반 한국인 구직 신청자들. (우선 순위 제 8순위 및 9순위)

**알림:** 1. 외부구직자는 1-7 순위에서 응모자가 없을시 고려될 것입니다.  
2. 이 공석공고 응시자는 차기에 경쟁없이 풀타임직으로 전환될 수 있습니다.  
3. 2004년 7월 1일 혹은 그 이후에 신규로 채용된 주한미군의 비세출 자금 직원들은 다른자리로 자진해서 옮겨 가려면 책임자가 이직을 승인하지 않는한 원래 채용된 자리에서 최소한 1년간 근무해야됩니다. 이자리는 이사비용이 승인되지 않습니다.

**주요 임무:** 아래와 같은 각종 업무를 일상적으로 또는 교대로 수행함. 배식대, 스팀 테이블, 식탁 등에 고기, 채소, 샐러드, 후식, 빵, 버터, 아이스크림, 음료수 등을 포함한 찬음식과 더운 음식등을 준비함. 배식대에 서있는 손님들에게 배식 서비스를 함. 일반 요리용, 샐러드 또는 후식용으로 채소나 과일등을 기계 또는 손으로 준비함. 준비된 식품 스낵바/카페테리아 형식으로 서비스 가판대 또는 카운터에서 고객의 요구대로 제공함, 필요에 따라 돈을 모으고, 계산대에 연결하며 거스름돈을 챙겨야 함. 우유통과 우유 분배기에 우유를 채움. 후라이팬, 믹서기, 절육기, 식육 연화기, 도너츠 후라이팬 등의 주방기구들을 닦고 손질함. 그릇 세척기, 믹서기등 주방기구를 분해 청소하여 재결합함. 식탁, 의자, 커피세트, 세척기, 우유 및 음료수 분배기, 접시 분쇄기, 스팀통, 압력솥, 전자레인지, 오븐, 그릴, 절육기, 전기 후라이팬 등을 씻고 닦음. 이는 그을린 기름기와 음식재료를 세척하고 닦기위해 물리적인 힘이 필요함. 트럭에서 각종 음식 보급품을 내려서 저장창고로 운반하고, 오래된 보급품이 우선 사용되도록 적당한 위치에서 정렬해 놓음. 구두 및 지시에 의거 저장창고나 냉장고에서 식품들을 꺼내어 지정된 장소에 옮김. 식당이 항상 청결하게 유지되도록 청소를 함. 모든 식사가 끝난 뒤 식당바닥을 전기 청소기로 깨끗이 닦고, 걸레질하고, 때를 벗기고 왁스칠을 하여 광택을 냄. 사다리를 사용하여 식당벽, 조명기구, 창문을 닦음. 저장창고, 냉장고, 사무실, 복도, 화장실을 청소함. 쓰레기통을 비워 쓰레기장에 버리고 깨끗이 씻고 쓰레기장을 위생적으로 관리유지함. 기타 부여된 임무를 수행함.

**작업 조건:** 작업은 지속적인 기립, 보행 및 허리 굽히기를 요구하며 무거운 신체적 노력(예: 보급품 상자, 쓰레기통, 평균 무게가 40-50파운드인 음료수를 들어 올리고 운반하는 것)이 필요함. 작업장은 불편할 정도로 덥고 소음이 심함. 대형 냉장고의 극심한 온도, 극심한 열과 뜨거운 물로 인한 부상, 강력한 세척액과 지속적으로 화씨 180도의 뜨거운 물로 인한 피부 자극, 무거운 재료를 떨어뜨릴 때의 부상에 노출될 수 있음. 잦은 걸레질로 인해 젖은 바닥이나 음식이나 음료를 떨어뜨린 곳에서 미끄러질 위험이 있음. 작업은 식용유나 기름에 의한 손이 더러워 질 수 있음. 물이 튀거나, 장비 소음,

냉장고의 냉열, 난로와 오븐의 열에 노출될 수 있음. 동력 장비를 사용할 때 심각한 화상을 입을 위험이 있고, 상처나 기타 부상을 입을 위험이 있음.

기타 중요한 사실: 요일, 교환근무, 심야 근무 및 일주일 중 어느 날에도 근무 할 수 있음.

더욱 자세한 사항은 직무 기술서에 있습니다. 직무 기술서는 군산 미공군 기지 민간인 인사처, 건물 755호 213호실에 오셔서 검토할 수 있습니다.

자격 요건: 신체건강한 자. 경력 및 학력사항 필요없음.

영어언어능력시험: 해당사항없음.

면접우선순위: 면접우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원
2. 지역재임용 우선순위에 등록된 주한미군 전직직원
3. 현재 한국에서 근무하고 있는 미국장병 및 미국정부기관에서 근무하고 있는 민간인의 배우자 또는 부양가족의 요건에 맞는자
4. 한국인 외부 구직자

기회균등주의 성명서: 군산미공군기지는 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 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 군산 미공군기지 인사처 군전화 782-4526번이나 군산지역전화 (063) 470-4526 또는 오산기지 인사처장에게 전화번호 784-6862번이나 평택일발전화 0505-784-6862번으로 연락해 주시기 바랍니다.

신청 방법: 주한미공군에 근무하고 있는 현직직원은 (주한미공군 양식 130EK)를 민간인 인사처나 오산 혹은 홈페이지 <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> 에서 출력, 작성해서 군산 미공군기지 민간인 인사처에 제출하시기 바랍니다. 전자메일 주소는 [yong\\_mi.kim.2.kr@us.af.mil](mailto:yong_mi.kim.2.kr@us.af.mil)입니다.

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 군산기지 제8병력지원대대, 민간인 인사처 채용과, 건물 755호, 213호 군우 96264-2105로 제출하시기 바랍니다.

외부구직자는 인사처 관할 주한미군 현직직원은 구직신청서 (주한미군 양식 130EK)를 작성하고 서명하여 인사처에 제출하거나 전북 군산시 군산우체국 사서함 73호, 우편번호 54025, 주한미공군 군산기지 한인 채용과 앞으로 마감날짜까지 우편접수 하시기 바랍니다.

구직신청서 양식130EK는 오산기지 혹은 군산기지 홈페이지 <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> 에서 볼수 있습니다.

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.

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

추가정보: 더 자세한 문의사항은 전화번호 782-4526, 군산지역 전화 (063) 470-4526으로 연락바랍니다.

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

ANNOUNCEMENT NUMBER: [KAB-AF-18-2024](#)

OPENING DATE: 7 Aug 2024

CLOSING DATE: 16 Aug 2024

**POSITION TITLE & GRADE:** Utility System Repairer-Operator, KWB-4742-04/06 (1-Full Time), 2nd Issue

**SALARY:** KWB-04: Between 16,552 – 23,628 won per hour or,  
KWB-06: Between 18,601 – 26,658 won per hour or  
(Total hourly compensation when bonuses are included.)

**TOUR OF DUTY:** 40 hours per week

**DUTY LOCATION:** Water Plant Operations, Infrastructure, Operations Flight, 8th Civil Engineer Squadron, Kunsan AB.

**AREA OF CONSIDERATION:** All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL). (Priority Group 6). All KN outside (off-base) applicants. (Priority Group 8 and 9).

**NOTE:**

1. Priority Group 8 & 9 may be considered for positions when there are no eligible applicants from priority group 1-6.
2. Target grade of this position is KWB-06. If this position is filled at the 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.
3. Newly hired non-appropriated fund (NAF) employees of the USFK on or after 1 July 2004 will be required to serve no less than one (1) year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by management. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

**CONTINGENCY-ESSENTIAL (C-E) POSITION:** This position has been designated as Contingency-Essential (C-E).

A C-E employee will participate in base exercises equipped with the chemical warfare defense equipment. Selected candidate is required to sign an agreement, Korean Employee Contingency-Essential Position Agreement (USFK Form 200EK) and must be completed physical requirements test before effective date of appointment.

**MAJOR DUTIES:** Performs operation & maintenance tasks for water treatment and supply systems. Operates, regulates, and maintains pumps, filters, chemical feeder and mixer units, chlorinators, mixing-agitating devices, clarifier, auxiliary equipment, and related motors, controls, gauges, flow meters, valves, control panels, and a combination of swimming pool pumping, filtration, and chemical treatment systems. Controls water flow rates by operation of pumps and valves; introduces chemical solutions, such as aluminum sulfate, soda ash, and lime through feeder units to maintain the required concentration. Conducts chemical control tests of chlorine residual; conducts the tests to determine coagulant requirements and adjusts proportioning devices accordingly; conducts pH measurement of raw, filtered and finished water; tests for turbidity, alkalinity, iron, and hardness. Adjusts chemical mixture per results. Performs regular plant cleaning, preventive and corrective maintenance per supervisor's direction, work task, relevant Air Force standards, and manufacturer's manual. Inspects and records per standard ops procedure. Reports malfunctions to senior leader and/or foreman at the soonest, repairs, maintains logs, taking necessary pictures and records of all activities and test results. Pumps water from reservoir through intake and operates throttles and valves in pipes to convey raw water to treatment plant. Controls SCADA of water and waste water systems and reads the necessary data to ensure the normal operation. Skims scums, disposes of skimming, and cleans sewage tank walls and sideboards. Disposes of dried sludge in accordance with established standards. Cleans screens and strainers, draws sewage samples as needed. Maintains lift stations; repairs pumps and maintains their records with taking pictures as needed. Inspects if any liquid fuel or/and foreign material not suitable for the system are flowed into. Cleans the screens and strainers of the lift stations. Shift worker is responsible for emergency measures such as controlling the lift station/sewage pumps, and regular recurring inspections and maintenance of lift stations to ensure the sewage collection and pumping system are operating in normal condition. Reports any malfunctions, unusual incidents, or excessive foreign objects to the work leader and/or foreman of WFSM section as soon as possible and provide responsive action as directed by supervisor. Performs a full range of plumbing tasks including estimating material requirements (i.e., pipe, fitting, and fixtures in the sizes, types of lengths needed); locating and marking water or sewage lines for AF Form 103 work clearance requests; placing and connecting sewage, water, or chemical feed piping; threading and cutting pipe; repair or replace fixtures such as hydrants, valves, water mains, water closets, lavatories, showers, sinks, water heaters; clearing difficult stoppages in drains and manholes; assembling of pipe sections and fittings hanging or laying of assemblies into position; testing joints for leaks; laying and joining concrete, PVC or iron pipe in ditches; installing and repairing valves; and disassembling and repairing damaged sections or fabricating replacements. Uses tools and equipment common to the trade. Performs other related duties as assigned.

**OTHER SIGNIFICANT FACTS:** Possession of a driver's license is desirable. It is also mandatory for proper use of safety gear. USFK or DOD water treatment and wastewater treatment plant operator certification is desirable and newly hired operators must complete the required operator training within the first year of service or within a period determined by internal standards. The shift work including evening, night, and early morning shifts, as well as fixed or rotating schedules is subject to be forced for this position.

**WORKING CONDITIONS:** Inside and outside work; exposure to continuous noise; and danger of poisonous chlorine in the event of a broken line, falls from tower or elevated walls and high voltage and moving machinery. Also exposed to mud and water, subject to infection from unsanitary worksites and injury from use of power, and hand tools as well as the occasional use of caustic soda and hot lead. The climbing of water towers and tanks may also be required for inspection and/or cleaning of tanks as needed or required.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2105, APO AP 96264-2105.

**MINIMUM QUALIFICATION REQUIREMENTS:**

**KWB-04:** One (1) year of general experience.

**KWB-06:** One (1) year of general experience and one (1) year of specialized experience are required.

**General Experience** includes actual work experience as a trainee, helper, or other work related to trade or craft for which being considered.

**Specialized Experience** includes experience at the "Junior", or higher level, in the work related to trade or craft for which being considered.

**Substitution:** a. The following may be substituted for the one (1) year of general experience required at any level: (1) Graduation from high school in a field related to the job for which being considered. (2) Successful completion of a formal training course in a recognized trade school, of at least 90 days duration, in the trade or craft of the job for which being considered. (3) Possession of a valid license or certificate of competency issued by the ROKG attesting to proficiency as **craftsman (기능사)** in the trade or craft of the job for which being considered.

b. The following may be substituted for the one (1) year of general and one (1) year of specialized experience required at any level: (1) Graduation from technical junior college in a field related to the job for which being considered. (2) Possession of a license or certificate of competency issued by the ROKG attesting to proficiency as an **industrial engineer (산업기사)** in the trade or craft of the job for which being considered.

**Quality of Experience:** Applicants for Journeyman (KWB-06) position must have one year specialized experience comparable to the next lower level position in the trade or craft for which being considered.

**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.

**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. Knowledge of water and waste water distribution systems, and industrial water treatment.
2. Ability to operate and regulate electric and/or gas driven water and chemical pumps, water filters, chemical feeder and chemical mixes units, gas chlorinators, rapid sand filters, mixing- agitating and clarifier devices, auxiliary equipment and related electric motors, controls, gages, flow meters, valves and control panels.
3. Ability to start, stop, and control pumps; ability to open and close valves to control rates of flow of water.

**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. All other qualified applicants

**EQUAL OPPORTUNITY STATEMENT:** Kunsan 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 Kunsan Air Base Civilian Personnel Office, commercial telephone: 063-470-4526 or military telephone 782-4526 or the Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6862 or military telephone 784-6862.

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an USFK 130 EK Application Form at <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> and forward it through e-mail to [yong\\_mi.kim.2.kr@us.af.mil](mailto:yong_mi.kim.2.kr@us.af.mil) or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2105 no later than the closing date.

Non-Air Force employees and outside applicants should submit to hand delivered to CPO or copy of USFK Form 130EK, Application for Employment and supporting documents to the Chonbuk-do, Kunsan Si, Kunsan Post Office PO Box 73, (KUNSAN-U-CHAE-KUK, SA SO HAM 73 HO), Kunsan City, Postal Code: 54025, Kunsan Civilian Personnel Office no later than closing date.

**Applicants will be required to submit certificates of education, experience with tax deductions and license listed on the application. Applicants must give contact telephone number and announcement number on the front page of the application form. 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 or Kunsan AB home page on the web site: <https://www.51fss.com/civilian-personnel-flight/> or <https://kunsanfss.com/civilian-personnel/> under Staffing/Employment.

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

참조: 타 인사처 관할 주한미군 현직직원과 외부구직자는 구직신청서 (주한미군양식 130EK)와 구직신청서에 기재한 학력, 자격증, 경력 (재직증명서/경력증명서/소득세원천증명서)을 인정할 수 있는 제반 증명서와 함께 <군산시 군산우체국 사서함 73 호 주한미공군 군산기지 한인채용과> 앞으로 마감날짜까지 인사처 또는 우편접수로 하시기 바랍니다.

**ADDITIONAL INFORMATION:** For more information on Korean National employment program, please contact Civilian Personnel Office, at 782-4526 or (063) 470-4526.

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

ANNOUNCEMENT NUMBER: [KAB-NAF-23-2024](#)

OPENING DATE: 7 Aug 2024

CLOSING DATE: 16 Aug 2024

**POSITION TITLE & GRADE:** Recreation Assistant, KGS-0189-04 (1-Full Time)

**SALARY:** Between 17,113 – 24,450 won per hour (Total hourly compensation when bonuses are included.)

**TOUR OF DUTY:** 40 hours per week.

**DUTY LOCATION:** Outdoor Rec/Art & Craft Development, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

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

**NOTE:** Newly hired non-appropriated fund (NAF) employees of the USFK on or after 1 July 2004 will be required to serve no less than one (1) year in the position to which they are initially hired before they can voluntarily accept any other position unless approved by management. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

**MAJOR DUTIES:** Receives individual assignments and continuous on-the-job training to develop capabilities for leading individual portions of an overall programs i.e. administration, publicity and promotion, model building, engraving, woodworking, framing and graphics. Assist in APF/NAF equipment accountability, resale inventory control. Responsible for providing customers with a quality product of engraved plaques, framed and matted pictures and various arts and craft items. Assist customers in selecting the proper frame and mat for pictures, provides an estimated cost for work to be performed. Performs a variety of tasks concerned with the nontechnical aspects of shop operation. This include record keeping, filing material, storing tools, equipment, supplies and outdoor recreation tours. Assist in the equipment rental section, paintball field, and base pool area. Other areas of responsibility assist with customer service when performing other duties or when alone in the facility. Responsible for ensuring cleanliness of area and reporting work orders to supervisor. Responsible for following and enforcing safety rules of the entire Outdoor Recreation Center. Performs other duties as assigned.

**WORKING CONDITION:** Work at the front desk position greeting customer, placing arts and crafts orders, signing patrons up for trips and classes, checking out and in Equipment Rental items. The primary duty is operating the POS system or cash register. Also completing the 1875 and 1976.

**MINIMUM QUALIFICATION REQUIREMENTS:** One (1) year of general experience or two (2) years education above the high school is required.

**General Experience** includes progressively responsible work which indicates ability to acquire the KSAs needed to perform the duties of the position to be filled.

**Substitution of Education for Experience:** Successfully completed education above the high school level in a ROKG authorized or recognized college, university, business, technical, or secretarial school may be substituted for the experience required at grades KGS-3 through KGS-05. One full year of full time academic study is 30 semester hours, or equivalent, of college or at least 20 hours of classroom instruction per week for approximately 36 weeks in a business, secretarial, or technical school.

**ENGLISH LANGUAGE COMPETENCY:**

1. The American Language Course Placement Test (ALCPT) score of 60 or above and successfully passing the English Comprehension Interview (ECI) is required.
2. The Test of English as a Foreign Language (TOEFL) score of 430 and higher or the Test of English for International Communication (TOEIC) score of 450 and higher may be substituted for ALCPT requirement. Applicant must submit the TOEFL/TOEIC official copies of test score. TOEFL/TOEIC scores are valid for two years from the exam date.

**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. Knowledge of wood working techniques and material strengths and applications.

2. Skill in the use and operation of a variety of hand and power tools including table saw, cut-off saw, planer, jointer, land saw, scroll saw, miter saw and choppers.
3. Ability to resolve problems promptly with minimal adverse impact of functional operation.
4. Ability to work effectively with others.
5. Ability to read, write, speak, and understand English.

**EQUAL OPPORTUNITY STATEMENT:** Kunsan 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.

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