



MARINE CORPS COMMUNITY SERVICES
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NAF EMPLOYMENT PROCEDURES

MCAS Iwakuni, NAF Human Resources Office is currently accepting applications for the positions listed on the job listing and for the Open Register.

Those applicants currently in the Iwakuni area without SOFA status may only be considered for regular full time positions and only after it is determined that there are no qualified SOFA status applicants. Part time and flexible positions may be filled only by family members and off-duty military enlisted personnel, per the Status of Forces Agreement.

Open register entry-level Flexible positions – applications are accepted at any time for these positions, and will be referred for openings as they arise. However, applicants not selected for a position within a six (6) calendar month period must re-apply for positions. The fact that you apply for a position does not guarantee an interview.

Qualification Requirements – General information is listed with each vacancy announcement. Your Application must clearly show that you meet the minimum qualifications. You must describe your duties in your previous positions and/or special skills with enough detail so that a qualification determination can be made. This determination is based on qualification requirements listed for the specific job you are applying for.

Applications must clearly list the ANNOUNCEMENT NUMBER and the JOB TITLE - (i.e., 109-99 Senior Sales Associate) if applying for a position on the job listing.

To ensure you receive maximum consideration for employment, please fill out the application completely, your ORIGINAL signature and date of application is required.

Iwakuni commuting area applicants must submit applications in person to the NAF Human Resources Office, Bldg. 410 Rm. 210. Family members of active duty US Military/Civilian employees must show passport with SOFA verification, valid military ID card, and sponsor's orders. All applications must be received no later than 1630 on the closing date of the vacancy announcement. Applicants must meet all legal, regulatory, eligibility and minimum qualification requirements on the date of placement.

The NAF Human Resources Office, MCAS Iwakuni is an Equal Opportunity Employer. For additional information, please contact the Human Resources Office at 253-3030.