

KN vacancy announcements

Kunsan Civilian Personnel Flight

As of 22 Apr 2026

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 or Kunsan Civilian Personnel Office, 8 FSS/FSCA, APO AP 96294-2030.

신청서를 전자 메일 주소, yong_mi.kim.2.kr@us.af.mil로 전송할때는 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
KAB-AF-10-2026	Heating & Air-conditioning Equipment Mechanic, KWB-5301-05/07 (1-Full Time), 3rd Issue	Heating, Ventilation and Air Conditioning (HVAC) Shop, Infrastructure Support, 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).	8 Apr 26	27 Apr 26
KAB-AF-11-2026	Engineering Technician, KGS-0802-05/06/07/08/09 (1-Full Time), 2nd Issue	Operations, Requirements & Optimization, 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).	15 Apr 26	6 May 26

KAB-AF-12-2026	Electrician, KWB-2805-06 (1-Full Time), 2nd Issue	Electrical Systems, 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). All KN outside (off-base) applicants. (Priority Group 8 and 9).	15 Apr 26	6 May 26
KAB-AF-13-2026	Electrical Engineer, KGS-0850-07/09/11 (1-Full Time)	Requirements & Optimization, Operations Support 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).	22 Apr 26	13 May 26

NON-APPROPRIATED FUND POSITIONS

ANN NO.	POSITION	LOCATION	WHO MAY APPLY	OPEN	CLOSE
KAB-NAF-39-2025	Bus Driver, KWB-5703-06 (1-Part Time)	Community Center, 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).	22 Oct 25	30 Sep 26
KAB-NAF-08-2026	Custodial Worker, KWB-3566-02 (1-Part Time)	Bowling Center, Community Services Flight, 8th Force	All current employees assigned with USFK, Korea. (Priority Group 5). All registrants on the area reemployment priority list (ARPL).	8 Apr 26	30 Sep 26

		Support Squadron, Kunsan AB.	(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).		
KAB-NAF-09-2026	Cook, KWB-7404-05 (1-Full Time)	Bowling Center, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with Bowling Center, 8th Force Support Squadron, Kunsan Air Base, Korea (USAFK). (Priority Group 5).	22 Apr 26	30 Apr 26
KAB-NAF-10-2026	Sales Clerk, KGS-2091-03 (1-Part Time)	Bowling Center, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with United States Air Force (USAFK). (Priority Group 5).	22 Apr 26	30 Apr 26
KAB-NAF-11-2026	Sales Clerk, KGS-2091-03 (1-Part Time)	Golf Course, Community Services Flight, 8th Force Support Squadron, Kunsan AB.	All current employees assigned with United States Air Force (USAFK). (Priority Group 5).	22 Apr 26	30 Apr 26

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.civilian-personnel-flight/> or <https://www.kunsanfss.com/civilian-personnel/>)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-39-2025](#)

OPENING DATE: 22 Oct 2025

CLOSING DATE: **30 Sep 2026**

POSITION TITLE & GRADE: Bus Driver, KWB-5703-06 (1-Part Time)

NOTE: This is an Open Continuous Announcement that will be used for filling Bus Driver, KWB-06, part-time for located within Kunsan AB until **Sept 30, 2026**.

SALARY: Between 19,158 – 27,453 won per hour (Total hourly compensation when bonuses are included.)

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

DUTY LOCATION: Community Center, 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).

NOTES: 1. Priority Group 8 & 9 may be considered for positions when there are no eligible applicants from priority group 5-7.
2. Applicants applying under this vacancy announcement may be converted to full-time without further competition.
3. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Drives passenger bus, with rated capacity of 12 passengers and above on scheduled or special trips on or off the military reservation to transport personnel from one place to another. Follow prescribed schedules and routes with responsibility for maneuvering bus around narrow corners, narrow roadways, and within speed limits to avoid accident and injury to passengers for whose safety he/she is responsible. Oversees the loading and unloading of passengers and see's that only authorized personnel ride bus. Furnishes assistance to patrons upon entrance or leaving bus; occasionally assists in the handling of litter cases. Performs driver's maintenance in accordance with established rules and regulations. Completes trip tickets and preventive maintenance service records; fills out driver's accident report in case of an accident. May occasionally drive other type and size vehicles for which qualified and licensed when required by workload. Performs other duties as assigned.

WORKING CONDITIONS: The major portion of the work is performed outside in all weather in an enclosed bus. Driver is subject to dust and fumes. While driving, there is a constant exposure to traffic hazards.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

MINIMUM QUALIFICATION REQUIREMENTS: Applies to applicants for bus driver who meet the six (6) months specialized experience requirements as a bus driver.

1. Applicants must possess 1st Class Large Type ROKG Driver's license.
2. Applicants must pass a USFK performance test for driving bus.
3. Applicants must have at least 6 months of experience as a bus driver.
4. USFK performance test will be performed before selection and the applicants must successfully pass for driving a bus.

SPECIALIZED EXPERIENCE is progressively responsible experience operating and/or supervising the operation of the specific type of equipment of the position to be filled.

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 operating buses capable of carrying 12 or more passengers.
2. Knowledge of traffic and safety regulations, practices, and procedures pertaining to motor vehicle operation (buses); and passenger safety rules including those regarding the use of seatbelts.
3. Ability to judge road/traffic conditions and read maps to determine the shortest and safest route.
4. Ability to interpret instructions, specifications, etc., related to motor vehicle operation (buses), preventive maintenance, and passenger safety.
5. Ability to arrive at stops within prescribed time frames and to meet pickup and delivery deadlines.
6. Ability to be courteous and responsive to the needs of the passengers.
7. 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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 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 96264-2030.

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.

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

ANNOUNCEMENT NUMBER: [KAB-AF-10-2026](#)

OPENING DATE: 8 Apr 2026

CLOSING DATE: 27 Apr 2026

POSITION TITLE & GRADE: Heating & Air-conditioning Equipment Mechanic, KWB-5301-05/07 (1-Full Time), 3rd Issue

SALARY: KWB-05: Between 18,149 – 25,962 won per hour or,
KWB-07: Between 20,167 – 28,945 won per hour
(Total hourly compensation when bonuses are included.)

TOUR OF DUTY: 40 hours per week.

DUTY LOCATION: Heating, Ventilation and Air Conditioning (HVAC) Shop, Infrastructure Support, 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). 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).

NOTES:

1. Target grade of this position is KWB-07. 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.
2. Priority Group 8 & 9 may be considered for positions when there are no eligible applicants from priority group 5-7.
3. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Strong knowledge of HVAC systems including installation, maintenance, troubleshooting and repair techniques. Proficient in reading and interpreting blueprints, technical manuals, and wiring diagrams. Familiarity with HVAC tools, equipment, and diagnostic instruments. Excellent problem-solving and analytical skills to identify and resolve system issues efficiently. Good physical stamina and the ability to work in various weather conditions and small spaces. Strong attention to detail, organizational skills, and the ability to prioritize tasks effectively. Excellent communication and interpersonal skills for interacting with customers and team members. Installs, inspects and tests HVAC systems, including heating units, air conditioning systems, ventilation systems and ductwork. Follows blueprints, design specifications, and manufacturer instructions to ensure accurate installation and proper functioning of HVAC equipment. Performs routine maintenance to ensure efficient operation of HVAC systems, such as cleaning, lubricating, and replacing components as necessary. Diagnoses and troubleshoots system malfunctions, identifying and repairing or replacing faulty parts. Responds to service calls and performs repairs on malfunctioning or damaged HVAC systems. Evaluates system performance, identifies issues and recommends appropriate repair or upgrades to improve efficiency and reliability. Keeps up-to-date with industry advancements and new technologies to provide recommendations for system upgrades and energy savings solutions. Conducts various tests, such as airflow, refrigerant levels, electrical circuits and system performance using specialized tools and equipment. Documents all work performed, including repairs, replacement tasks, accurately recording details and maintaining records. Provides detailed reports to customers, explaining findings, recommendations, and cost/time estimates for repairs or replacements. Ensure compliance with local and base codes, regulation, safety standards, and environmental concerns during repair, installation, and maintenance activities. Safely handles and properly disposes of refrigerant following EPA regulations and guidelines. Promotes a safe working environment by adhering to safety protocols, using personal protective equipment (PPE), and identifying potential hazards. Trains other personnel through on-the-job training, instructions, and assistance. Performs other related duties as assigned.

WORKING CONDITIONS: Work is performed occasionally inside and outside, frequently in cramped and awkward spaces; shop area is usually adequately heated and ventilated but often floors are of concrete; work is frequently dirty and greasy; variable temperatures occur when working in cold-storage or mechanical rooms; subject to possible injury such as cuts, bruises burns and electrical shock; possible respiratory disorders due inhalation of refrigerant or flue gases. Required to wear protective eye and hand coverings when working on Freon based units since charging gasses are considered a substantial hazard and may cause blindness or hands freezing if no protection is used. Safety toe work boots and long pants are required to be worn while on the job site to provide

personal protection. Works in rooms on concrete floors subject to relatively high; occasionally dusty, dirty, with cramped quarters and unpleasant fumes. Subject to burns, hands or feet injuries from falls, dropping moderately heavy items and use of powered hand tools.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

MINIMUM QUALIFICATION REQUIREMENTS:

KWB-05: One (1) year of general experience.

KWB-07: 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 the trade or craft for which being considered.

Specialized Experience includes experience at the “Junior” or higher level in the work related to the 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 position must have one (1) year specialized experience comparable to the next lower level position in the trade or craft 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. Knowledge of the standard methods of combustion, heat transfer principles, and fuel characteristics to install, repair, and maintain heating boilers and domestic heating units and systems; the principles and theories of the refrigeration cycle, temperature measurement, and properties of several refrigerants; and electricity, and basic electronics to locate faults in temperature controls and control devices, such as damper motors, mixing valves, etc.
2. Knowledge of safety regulations, practices, and procedures; and regulations, policies related to records maintenance and documentation.
3. Skill in performing routine maintenance on small electric motors, feed pumps, and valves, etc.
4. Skill in the use of hand tools, power tools, precision measuring devices, and a variety of test equipment.

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

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

미 공군군산기지 민간인 인사처
한인직원 공석공고

공고 번호: 군산 기지-세출-10-2026호

공고일자: 2026년 4월 8일
마감일자: 2026년 4월 27일

직책, 직급 분류번호, 급수 및 봉급: 난방 및 공기조절장비 정비공, 기능직-5301-05/07급 (정식 한자리), 3차공고

급여: 기능직 05급 (보조원): 시간당 18,149원에서 25,962원까지
기능직 07급 (숙련공): 시간당 20,167원에서 28,945원까지
(상여금 포함한 시간당 총 급여액)

근무일정: 일주일에 40시간 근무함.

근무 장소: 군산 미공군 기지 제 8 시설대대 운용부 시설물 관리부 냉난방 장비 정비반

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. 이 직위의 목표 등급은 KWB-07 입니다. 이 직위가 목표 등급보다 낮은 등급으로 충원될 경우, 직무 요건의 충족, 감독관의 추천, 학년별 및 자격 요건 충족에 따라 비경쟁적으로 현직자가 목표 등급으로 승진할 수 있습니다.
2. 외부구직자는 5-7순위에서 응모자가 없을시 고려될 것입니다.
3. 2004년 7월1일 이후 신규 채용된 비충당직원은 자발적으로 다른 직책을 수락하기 전에 최초로 고용된 직책에서 최소 1년이상 근무해야 합니다. 단, 주한미공군 소속의 다른 비충당 직책으로의 이동은 언제든지 가능합니다. 이자리는 이사비용이 승인되지 않습니다.

주요 임무: 설치, 유지, 문제 해결 및 수리 기술을 포함한 HVAC 시스템에 대한 고도의 지식이 요구됨. 청사진, 기술 설명서 및 배선 다이어그램을 읽고 해석하는 데 능통해야함. HVAC 도구, 장비 및 진단 도구에 대한 친숙함. 시스템 문제를 효율적으로 식별 및 해결하는 우수한 문제 해결 및 분석 기술. 다양한 기상 조건 및 좁은 공간에서 작업할 수 있는 우수한 체력 및 능력. 세부 사항에 대한 강한 주의, 조직 기술 및 효과적으로 작업을 우선시하는 능력. 고객 및 팀원과 상호 작용할 수 있는 우수한 의사소통 및 대인 관계 기술이 필요함. 난방 장치, 공조 시스템, 환기 시스템 및 덕트를 포함한 HVAC 시스템을 설치, 검사 및 테스트합니다. 설계도, 설계 사양 및 제조업체 지침에 따라 HVAC 장비가 정확하게 설치되고 적절하게 작동하는지 확인합니다. 필요에 따라 구성 요소 청소, 윤활, 교체 등 HVAC 시스템의 효율적인 작동을 보장하기 위한 일상적인 유지 보수를 수행합니다. 시스템 오작동 진단 및 문제 해결, 결함 있는 부품 확인 및 수리 또는 교체. 서비스 호출에 응답하고 오작동 또는 손상된 HVAC 시스템에 대한 수리를 수행합니다. 시스템 성능을 평가하고 문제를 식별하며 효율성과 신뢰성을 향상시키기 위해 적절한 수리 또는 업그레이드를 권장합니다. 업계 발전 및 신기술을 최신으로 유지하여 시스템 업그레이드 및 에너지 절감 솔루션에 대한 권장 사항을 제공합니다. 전문 도구 및 장비를 사용하여 공기 흐름, 냉매 레벨, 전기 회로 및 시스템 성능과 같은 다양한 테스트를 수행합니다. 수리, 교체 작업을 포함한 모든 작업을 문서화하고 세부 사항을 정확하게 기록하며 기록을 유지합니다. 고객에게 자세한 보고서를 제공하며 결과, 권장 사항 및 수리 또는 교체에 대한 비용/시간 추정치를 설명합니다. 수리, 설치, 유지관리 활동 중 지역 및 기본 코드, 규정, 안전 기준 및 환경 문제를 준수하는지 확인하고 EPA 규정 및 지침에 따라 냉매를 안전하게 처리 및 적절하게 처리하며 안전 규약을 준수하고 개인 보호 장비(PPE)를 사용하여 잠재적인 위험 요소를 식별하여 안전한 작업 환경을 조성합니다. 현장교육, 지시 및 지원을 통해 기타 인력을 양성하며 배정된 업무에 따라 기타 관련 업무를 수행합니다.

작업 조건: 작업은 때때로 실내 및 외부에서 수행되며, 종종 비좁고 불편한 공간에서 수행됩니다. 작업 구역은 일반적으로 열과 환풍기가 있는 곳에서 작업 할 수 있으며 콘크리트바닥, 기름지거나 더러운 곳에서 작업할 수 있음. 냉동 보관실 또는

기계실에서 작업할 때 가변 온도가 발생합니다. 절단, 타박상 및 감전과 같은 부상 가능성이 있으며 냉매 또는 배가스 흡입으로 인한 호흡 장애가 발생할 수 있습니다. 충전 가스는 상당한 위험 요소로 간주되며 보호 장치를 사용하지 않을 경우 실명 또는 손이 결빙될 수 있으므로 프레온 기반 장치에서 작업할 때 눈 및 손 덮개를 착용해야 합니다. 개인 보호를 제공하기 위해 작업 현장에서 안전 투우 작업화 및 긴 바지를 착용해야 합니다. 콘크리트 바닥의 방에서 작업하는 경우 때로는 먼지가 많고 지저분하며 비좁고 불쾌한 연기가 발생합니다. 화상 또는 낙상이나 무거운 물건이 떨어짐으로 인한 손 또는 발 부상이 있을 수 있으며 전동 수공구를 사용할 수 있음.

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

자격요건:

기능직 05급 (보조원): 1년간의 일반경력이 있어야 함.

기능직 07급 (숙련공): 1년간의 일반경력과 1년간의 특수 경력이 있어야 함.

일반경력에는 고려를 받고자 하는 직종 (난방및 공조 조절 장비 정비공)과 관련된 분야에서 견습공이나 조수 및 기타 관련 업무에 종사한 실제적인 작업경력이 포함됩니다.

특수경력에는 고려를 받고자 하는 특수직종 (차량 정비공)에서 "보조원"급이나 그 이상의 수준에서 근무한 실제적인 작업경력이 포함됩니다.

자격 대치 사항:

가. 아래사항들은 요구되는 1년간의 일반 경력과 대치할 수 있습니다: (1) 고려를 받고자 하는 직종과 관련이 있는 분야(학과)의 기술고등학교를 졸업한 경우. (2) 승인된 기술학교에서 고려를 받고자 하는 직종에 대한 최소한 90일간의 공식적인 교육훈련을 수료한 경우. (3) 고려를 받고자 하는 직종에 대한 기능을 인정하는 대한민국 정부에서 발행한 유효한 기능사와 같은 면허증이나 자격증을 소지한 경우.

나. 아래 사항들은 요구되는 1년간의 일반경력과 1년간의 특수경력을 대치할 수 있습니다: (1) 고려를 받고자 하는 직종과 관련이 있는 분야(학과)의 전문대학을 졸업한 경우. (2) 고려를 받고자 하는 직종에 대한 기능을 인정하는 대한민국 정부에서 발행한 산업기사와 같은 면허증이나 자격증을 소지한 경우. 소지한 경우.

경력의 질적 내용: 숙련공직 신청자는 고려를 받고자 하는 직종 바로 아래 자리와 상응하는 분야에서 근무한 1년간의 특수경력이 있어야 합니다.

지식, 기술 및 능력: 가장 자격이 맞는 평가를 받기 위해서는 구직 신청자들은 이 직책을 수행하는데 필수적인 다음과 같은 지식, 시술 및 능력을 가지고 있다는 것을 보여 주어야 합니다.

1. 난방용 보일러와 가정용 난방 기구 및 장비등을 설치, 수리 및 정비하는데 필요한 표준방식의 연소, 열전도 원칙 및 연료 특성등에 대한 지식; 냉장 순환주기, 온도 측정, 및 각종 냉각제의 특성등에 대한 원리와 이론; 온도 제어와 제동모터, 혼합 밸브등과 같은 제어기기의 결합을 찾아 내는데 필요한 전기 및 기초 전자 지식.
2. 안전 규정, 관행및 절차와 기록 정리 및 서류 작성에 관한 규정, 절차및 방침에 대한 지식.
3. 소규모 전기 모터, 급수 펌프, 발브등에 대한 통산적인 정비 업무, 벨트(피대), 팬 및 퓨즈등과 같은 부품의 교체; 기름 및 가스 버너와 기타 연소기등을 설치, 정돈, 조정 및 수리, 및 냉장고와 공기조절 기구 및 장치에 대한 수리 기술.
4. 다양한 수공구, 전동 공구, 정밀 측정기구 및 검사 장비 사용기술.

자격 요건: 신체건강한 자. 경력 및 학력사항 필요없음.

면접우선순위: 면접우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원
2. 지역채임용 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, 사생아, 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 군산미공군기지 인사처 군전화 782-4526번이나 군산지역전화 (063) 470-4526 또는 오산기지 인사처장에게 전화번호 784-6862번이나 평택일반전화 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.mil입니다.

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 96264-2030으로 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-NAF-08-2026](#)

OPENING DATE: 8 Apr 2026
CLOSING DATE: **30 Sep 2026**

POSITION TITLE & GRADE: Custodial Worker, KWB-3566-02 (1-Part Time)

NOTES: 1. This is an Open Continuous Announcement that will be used for filling Custodial Worker, KWB-02, part-time for located within Kunsan AB until **Sept 30, 2026**. 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 14,375 – 20,379 won per hour (Total hourly compensation when bonuses are included.)

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

DUTY LOCATION: Bowling Center, 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).

NOTES: 1. Priority Group 8 & 9 may be considered for positions when there are no eligible applicants from priority group 5-7.
2. Applicants applying under this vacancy announcement may be converted to full-time without further competition.
3. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Working alone, performs full range of janitorial duties according to a cleaning plan schedule. The following duties are typical: Vacuum all carpeted areas; cleans all bathrooms; sweep, mop, scrub, polish floors using industrial equipment; washes walls and stock supplies. Washes and cleans glass doors inside and outside of building. Performs seasonal tasks as required; for example but not limited to; applies salt or other ice control material to building sidewalks and entrance, removes snow, cuts grass, bushes, picking up trash. Performs other related duties as assigned.

OTHER SIGNIFICANT FACTS: Subject to work on irregular tour of duty, rotating day/swing or night shifts, plus weekend and holiday shifts as required. Works indoors most of the time and outdoors occasionally. Physical Effort: frequent lifting or moving objects weighing up to 50 lbs; constant standing and operating electrical equipment. Work area may be noisy and staff member may be exposed to conditions inherent in cleaning tasks, danger of serious burns and cuts or other injuries that may occur when using powered equipment. Work requires some exposure to various chemicals.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

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

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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 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 96264-2030.

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-08-2026

발행일자: 2026년 4월 8일
마감일자: **2026년 9월 30일**

직책 및 급수: 관리원, 기능직 2급 (시간제직), 한자리

알림: 1. 본 공석은 2026년 9월 30일까지 주한미공군 군산기지 관리원 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 14,375 원에서 20,379 원까지 (상여금 포함한 시간당 총급여액)

근무일정: 일주일에 근무시간은 32 시간을 초과할 수 없음

근무장소: 군산미공군기지 제 8 병력지원대대 공동체지원부 불링장

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 5-7 순위에서 응모자가 없을시 고려될 것입니다.
2. 2004년 7월1일 이후 신규 채용된 비충당직원은 자발적으로 다른 직책을 수락하기 전에 최초로 고용된 직책에서 최소 1년이상 근무해야 합니다. 단, 주한미공군 소속의 다른 비충당 직책으로의 이동은 언제든지 가능합니다. 이자리는 이사비용이 승인되지 않습니다.

주요 임무: 수행할 임무에 관한 일반적인 지시 사항에 따라 배정된 지역을 정돈하고 유지함. 양탄자나 걸어둔 천을 진공 소제하고 바닥을 청소하고, 물걸레질하고, 때를 벗기며, 문지르고, 왁스칠하고, 동력장비를 이용하여 얇은 판자를 엮을 발이나 천정 부착물 또는 칸막이 등을 닦거나 대치함. 발판 달린 사다리나, 신출 사다리, 비계 또는 안전 벨트 (피대)를 사용하여 건물 내외의 유리문이나 창문등을 안과 밖을 닦아내고 깨끗이함. 배정된 건물 주변의 계단이나 인도의 눈을 치며, 건물 주변의 잔디를 깎거나 물을 줌. 기타 부여된 청결 임무를 수행함.

기타 중요한 일: 불규칙한 근무시간, 주간/스윙 또는 야간근무, 필요에 따라 주말과 휴일에 근무해야 합니다. 대부분은 실내에서 일하지만 가끔 실외에서도 일을 합니다. 최대 50파운드 무게가 나가는 물건을 들어올리거나 옮겨야 하며 서서 일해야 하며 전기장비를 작동해야 합니다. 작업장이 소음이 발생되며 심각한 화상이나 절단 또는 장비사용시 부상에 노출될 수 있습니다. 다양한 화학물질에 노출될 수 있습니다.

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 군산미공군기지 인사처 군전화 782-4526번이나 군산지역전화 (063) 470-4526 또는 오산기지 인사처장에게 전화번호 784-6862번이나 평택일방전화 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.mil입니다.

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 96264-2030으로 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-11-2026](#)

OPENING DATE: 15 Apr 2026

CLOSING DATE: 6 May 2026

POSITION TITLE & GRADE: Engineering Technician, KGS-0802-05/06/07/08/09 (1-Full Time), 2nd Issue

SALARY: KGS-05: 20,157 to 28,927 won per hour or,
KGS-06: 22,646 to 32,606 won per hour or,
KGS-07: 25,107 to 36,244 won per hour or,
KGS-08: 27,501 to 38,784 won per hour or,
KGS-09: 29,839 to 42,235 won per hour
(Total hourly compensation when bonuses are included).

TOUR OF DUTY: 40 hours per week.

DUTY LOCATION: Operations, Requirements & Optimization, 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). 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).

NOTES:

1. Target grade of this position is KGS-09. 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.
2. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Executes Asset Management Plans (AMP) and/or Sub-Asset Management Plans (Sub-AMP) for entire installation. Analyzes and manage asset data related to a facility, systems within assigned portfolio. Manages the planning of the assigned portfolio and facilitates integration of requirements and priorities into respective AMPs and Comprehensive Asset Management Plans (CAMP). Assesses the assets, identifies requirements and performance trends, effectively plans, programs, and budgets, resources and processes necessary for optimal life-cycle operation of the portfolio using a risk-based approach while working with multiple shops/trades, flights, and other installation organizations and functions. Assists in defining/prioritizing requirements within the respective portfolio to include identifying and working to resolve issues. Performs work planning to include development of the maintenance strategic plan based on available funds and budgetary constraints. Effectively plans, forecasts, and advocates for resources (e.g., manpower, money). Ensures requirements use risk-based approaches to optimize life-cycle operation and support strategic goals. Makes recommendations to leadership to inform policy and enterprise asset management. Develops investment courses of actions (COAs) based on greatest return-on-investment (ROI) (e.g., lowest life-cycle costs) to deliver a balanced cost & risk investment plan for each asset which comprises their portfolio. Maintain knowledge of 32 series AFI and unified facilities criteria (UFC) applicable to Operations Flight. Integrates and synchronizes Operations Flight work force for Sustainment Management Systems (SMS) data standards, collection, and analysis. Ensures SMS reflects an accurately built asset and Real Property Installed Equipment (RPIE) inventory for assigned assets and that the built asset-RPIE relationships are established and reflects a true picture of the current status/health of covered system. Manages Facilities Office of the Secretary of Defense (OSD) requirement for 100% infrastructure inventory and assessment every 5 years. Utilizes SMS to identify Future Years Defense Program (FYDP) +2 investment requirements to repair/sustain systems throughout the asset life-cycle. Evaluates whether the repair/replacement recommendations from SMS are valid by using their knowledge of built assets and its related data. Continuously monitors and assesses the asset condition, performance, accuracy, and timely entry of relevant data, and highlights sub-standard performance. Develops local Key Performance Indicators (KPIs) and Targets & Measures (T&Ms) fed by the data collected and links the data to performance measures to support portfolio management. Integrates and synchronizes Operations Flight work force for preventive maintenance (PM). Manages PM program in the appropriate approved IT system (e.g., NexGen IT/ACES-WIMS) and maintains records IAW prescriptive requirements. Performs annual validation of PM actions required for every assigned asset and ensures all PM actions are scheduled in approved IT system. Aligns PM materiel ordering to PM scheduling to

optimize just-in-time delivery, minimize required storage space, and ensure PM material procurement priority over corrective maintenance. Provides maintenance risk-based ROI decisions to ensure the PM program operates within set operational limits, highlights deficiencies, and reports findings to supervisor. Generates life-cycle cost, subjective elimination method, and man-hour capacity/priority analysis to determine if PM program is optimized. Reviews PM metrics (scheduled vs. completed) at the activity level and performs annual PM analysis on each to evaluate the long-term cost associated with PM schedules compared to the replacement costs of not performing maintenance and resulting breakdown. Works with shops to balance PM schedules, routs PM work activities, and adjusts PM schedules based on analysis findings Report PM completion and any associate strategic-level reports/metrics that describe health of PM program to senior leadership. Integrates and synchronizes Operations Flight contract project development, review, construction, and integration, and warranty management pertaining to respective portfolio. Coordinates with Engineering Flight to gather information on all ongoing/impending contract construction. Maintains a schedule for all upcoming construction documents/meetings that involve Operations Flight review/attendance to include: contract specifications, design charrettes, design reviews, materials submittal, red zone meeting/inspections, O&M turn-over meeting/training, and warranty inspections. Identifies & pools all active design reviews. Creates a systematic process to coordinate design reviews through engineers/shops/SMEs. Creates and maintains a systematic process to manage warranties and ensure Operations Flight personnel honor and fully utilize the terms of all warranties. Manage the AMP/sub-AMP working groups by asset portfolio, delivering a prioritized list of assets requiring corrective maintenance or replacement, a well-documented and communicated corrective maintenance plan synchronizing and integrating ongoing contract work and in-house work, and preparing a well-coordinated schedule for contact project or opportunity delivery. Manages projects for renovations, and improvements to real property facilities and maintains surveillance over in-house labor or construction contractors utilizing a professional knowledge of civil engineering and knowledge of other engineering disciplines to ensure overall compliance with project requirements. Applies professional civil engineering theory and practices and knowledge of other engineering disciplines to assigned projects. Utilizes civil engineering techniques and processes to translate complex project or program requirements into engineering solutions. Checks or reviews work on project planned by contractors for quantities, cost, accuracy, completeness, agreement between architectural and engineering elements, sketches, and specifications. Work includes a wide variety of fund sources and scopes including sustainment, repair, modernization, and energy. Ability to utilize multiple contract execution vehicles to include, Multiple Award Task Order Contract (MATOC), indefinite delivery/indefinite quantity (IDIQ), and "full and open" contract work. Oversees projects which, on a recurring basis include unique one-of-a-kind projects and perform work on utility systems, aircraft maintenance shops/hangars, labs, recreation facilities, administrative offices, dormitories, weapon system facilities, command facilities, infrastructure systems supporting critical military missions, etc. Performs detailed preconstruction site surveys. Provides technical review and/or prepares as-built drawings at the end of construction. Assists evaluating construction bids for technical sufficiency. Develops or reviews specifications, schedules, and coordinates with customer to incorporate all their requirements while ensuring compliance with building codes, unified facility criteria, and all other applicable laws, regulations, and policies. Inspects and/oversees construction to ensure compliance with contract documents and resolves differences with contractors. Prepares/reviews change orders prior to contract modifications. Serves as technical consultant on all aspects of the project to resolve challenges, coordinate actions of team members, and advise/provide updates to leadership. May be involved with Judge Advocate General's Office on contractor performance problems and provides recommendations to withhold payment if justified. Provides technical review and support to construction contract source selection boards. Performs other related duties as assigned.

OTHER SIGNIFICANT FACTS: May be required to perform Temporary Duty travel at government expense to include lodging, travel and subsistence. Position requires ability to obtain a USAF Restricted Ares Badge (AF Form 1199B).

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

MINIMUM QUALIFICATION REQUIREMENTS:

KGS-05: One (1) year of specialized experience equivalent to KGS-04 level or 4 year course of study above high school leading to a bachelor's degree in the field related is required.

KGS-06: One (1) year of specialized experience equivalent to KGS-05 level is required. Education cannot be substituted above the KGS-06 level and above.

KGS-07: One (1) year of specialized experience equivalent to KGS-06 level is required.

KGS-08: One (1) year of specialized experience equivalent to KGS-07 level is required.

KGS-09: One (1) year of specialized experience equivalent to KGS-08 level is required.

Specialized of Experience is defined as progressively responsible technical experience in the specialty field in which the duties of the position are to be performed or in closely related lines of work. This experience must have equipped the applicant with the particular knowledge, skills and abilities (KSAs) to perform successfully the duties of the position and that is typically in or relate to the work of the position to be filled. To be creditable, the specialized experience must have been equivalent to at least the next lower grade level.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE:

1. College. Successful completion of 2 years of study in a ROKG authorized or recognized college or university in any field appropriate to the specialization of the position to be filled may be substituted for 6 months of general and 6 months of specialized experience. An applicant who has a bachelor's degree in the field in which the duties are to be performed will be fully qualified for a KGS-05 position in the specialty field of their education. One year of full-time undergraduate study is defined as 30 semester hours, or the equivalent, in a college or university or at least 20 hours of classroom instruction per week for approximately 36 weeks in a technical school. College education cannot be substituted for any experience requirement above the KGS-05 level.
2. Technical License. Possession of an Industrial Engineer (산업기사) License - The Construction/Civil/ Surveying/Engineering Technician License issued by the ROKG may substitute for 6 months of specialized experience for positions of Engineering Draftsman, Engineering Technician, Surveying Technician, and Construction Inspector.
3. Education cannot be substituted above the KGS-06 level.

ENGLISH LANGUAGE COMPETENCY:

1. The American Language Course Placement Test (ALCPT) score of 80 or above and successfully passing the English Comprehension Interview (ECI) is required.
2. The Test of English as a Foreign Language (TOEFL) score of 540 and higher or the Test of English for International Communication (TOEIC) score of 750 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 KSA's essential to the performance of the duties of the position.

1. Practical knowledge of engineering construction functions applicable to a narrow, limited range of activity.
2. Knowledge of AF regulation, Instructions, and Policy of contract.
3. Knowledge of personal computer and common application programs.
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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 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 96264-2030.

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.

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

ANNOUNCEMENT NUMBER: [KAB-AF-12-2026](#)

OPENING DATE: 15 Apr 2026

CLOSING DATE: 6 May 2026

POSITION TITLE & GRADE: Electrician, KWB-2805-06 (1-Full Time), 2nd Issue

SALARY: Between 19,158 – 27,453 won per hour (Total hourly compensation when bonuses are included.)

TOUR OF DUTY: 40 hours per week.

DUTY LOCATION: Electrical Systems, 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: USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. 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: Serves as Journeyman Electrician. Installs, maintains and repairs electric wiring systems, related switches, distribution panels and outlet boxes, as well as a wide variety of electrical fixtures, tools and appliances. Following maintenance schedules and inspection or work orders, performs maintenance services, diagnoses repairs, tests and adjusts electrical buzzer and bell circuits, light sockets, lighting fixtures, fans, switches, office and heating appliances, cathodic protection systems, clocks, rheostats, thermostats and electrical drills, grinders and shop equipment. Tests circuits and equipment by use of voltmeter, ammeter, wattmeter, meager and ohmmeter. Measures, cuts, threads, bends, assembles and installs conduits, inserting, splicing and connecting wires to fixtures, outlets, switches, receptacles and power source. Performs other related duties as assigned and assists other craftsmen in the performance of their duties.

WORKING CONDITIONS: Works inside buildings, shops, and outside. Subject to contact with dirt and soiling of hands and clothing, to shocks and burns from high voltage, cuts, and bruises.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

MINIMUM QUALIFICATION REQUIREMENTS: 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 the trade or craft for which being considered.

Specialized Experience includes experience at the “Junior” or higher level in the work related to the 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 position must have one (1) year specialized experience comparable to the next lower level position in the trade or craft for which being considered.

ENGLISH LANGUAGE COMPETENCY:

1. The American Language Course Placement Test (ALCPT) score of 40 or above and successfully passing the English Comprehension Interview (ECI) is required.
2. The Test of English as a Foreign Language (TOEFL) score of 250 and higher or the Test of English for International Communication (TOEIC) score of 350 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. Ability to install, maintain and repair a variety of electrical systems, switches, outlet boxes, fans, switches, etc.
2. Ability to plan and lay out work in accordance with sketches, wiring diagrams, blue prints, and work order requirements.
3. Ability to use a variety of tools and equipment including circuit testers, volt meters, wattmeter, etc., and hand and power tools in performing the work of an electrician.

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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 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 96264-2030.

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.

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

ANNOUNCEMENT NUMBER: [KAB-AF-13-2026](#)

OPENING DATE: 22 Apr 2026

CLOSING DATE: 13 May 2026

POSITION TITLE & GRADE: Electrical Engineer, KGS-0850-07/09/11 (1-Full Time)

SALARY: KGS-07: Between 25,107 – 36,244 won per hour or,
KGS-09: Between 29,836 – 43,235 won per hour or,
KGS-11: Between 34,366 – 49,933 won per hour
(Total hourly compensation when bonuses are included.)

TOUR OF DUTY: 40 hours per week.

DUTY LOCATION: Requirements & Optimization, Operations Support 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). 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).

NOTES:

1. Target grade of this position is KGS-11. 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.
2. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: This position serves as expert on electrical engineering matters, monitors infrastructure operations and maintenance, and develops comprehensive plans for maintenance and repair of these systems and also serves as technical advisor to the flight chief on electrical engineering matters. Activity Management: Delivers a disciplined, standardized management process that identifies and integrates requirements needed to deliver the installations supports services for mission execution. Ensures identified requirements fall within respective program for multi-year execution and advocate for resources needed to provide, operate, maintain, and protect facilities, infrastructure, and installations to minimize risk to mission and maximize life-cycle of assets at lowest life-cycle cost. Performs analysis of inventory, condition, quality, and performance on all built infrastructure assets from all CE data sources. Administers a process that identifies the true (unconstrained) cost of providing the activity and articulates risk associated with constrained funding levels. Ensures 100% asset visibility needed to build capitalization requirements, and both preventive, and predictive maintenance and repair requirements of daily operational decisions. Operations Management: Drives robust data-driven work management process and is proactively managing work from all Operations Flight work centers. This work includes: receiving, processing and tracking work/service request; classify and prioritizing work for executions; initiating and developing work schedules; developing and managing multi-faceted in-house work program; and performing work “closeout” schedule requirements. Uses Air Force-mandated Information Technology (IT) systems to manage work described above and provide consistent data quality, ensure data entry standards, formats, and naming conventions follow guidance published by AFIMSC and AFCEC to facilitate installation, MAJCOM and higher headquarter reporting data filtering, and analysis as well as Financial Improvement Audit Readiness (FIAR) compliance. Administers the Work Request Review Board (WRRB) process for determining exacting details and optimal course of action for each requirement and, when applicable, WRRB approval and execution decisions are made. Utilizes sound Asset Management principles to validate data for completeness and accuracy; incorporate established benchmarks (metrics/KPIs) to determine maximum resource (time, money, people) allocation/optimization into day-to-day operations. Identifies risks and determines trends, shortfalls, areas of improvement and corrective action as needed. Executes and manages base Facility manager base Facility Manager Program to include documentation of facility manger (and alternate) assignment, training, and communications. Develops and maintains a Facility Manager Handbook and a repository of facility manager program information, related materials, and any other facility manager information prescribed locally. Manages the System Authorization Access Request (SAAR) to access Builder or other Asset Management System as directed. Preventive Maintenance: Delivers a fully viable Preventive Maintenance (PM) Program to optimize asset performance over the asset lifespan. Enhances asset life-cycle and reduce premature major repair or replacement to minimize mission impact. Utilizes AF

approved Preventive Maintenance Task Lists as the authoritative source and the PM program remains balanced with mission and resource availability. The PM program shifts from a reactive to proactive maintenance approach that is reliability focused and captures a “true” assessment of lift-cycle cost/risk and utilizes effective Key Performance Indicators (KPIs) to drive program optimization and risk-based decision making. Project Planning and Development: Utilizes sound asset management principles to collect and analyze data from various authoritative sources to determine current and future infrastructure investments to drive project-level opportunities. Integrates infrastructure requirements and priorities into respective Activity Management Plans (AMPs) and the Base Comprehensive Asset Management Plan (SCAMP). Provide supporting documentation for Facility Sustainment Restoration and Modernization (FSRM) and Military Construction (MILCON) program development. Defends the FSRM Integrated Priority Lists projects and priorities. Actively participate in cradle-to-grave project requirement life-cycle to ensure infrastructure initiatives and installation health objectives are met. Update and sustain facility diagrams and Installation Geospatial Information and Services standards. Develops detailed cost estimation/work planning activities (scop, labor, materials etc.) for work being executed “in-house” as facility projects through organic workforce or contact methods. Executes relatively small dollar repairs to reinvigorate squadrons, develop leaders, and support installations assuming greater responsibility to plan and execute relatively small dollar repair work/project. Industrial Control Systems and Cyber Security: Develops and manages processes and procedures for the basic cybersecurity management of control systems owned, operated, and maintained by CE to satisfy “General Security Management” activities required to maintain the security posture and correct operations of CE control systems to include the responsibilities associated with “Risk Management Framework”, as described as the Air Force’s risk management program. Responsibilities include, but not limited to, planning, designing, and procurement of control systems project. Performs other related duties.

OTHER SIGNIFICANT FACTS: The position also works directly with other Engineers, US Military enlisted and officers, AF Staff, US Army Corp of Engineers, Contracting Command Korea, 7th Air Force, PACAF professionals. Provides support to other PACAF installations as needed. Member may be required to perform Temporary Duty travel at government expense to include lodging, travel and subsistence. This position requires a Bachelor’s degree or higher in Electrical Engineering from an accredited college or university. Must have an excellent command of spoken and written English. Position requires excellent command of Microsoft Office programs. Experience with Auto CAD is highly recommended. Position requires member to maintain NACE (National Association of Corrosion Engineers) certification. Position requires ability to obtain a USAF Restricted Area Badge (AF Form 1199B). Position supports Base Energy Manager by completing monthly readings, tracking utility costs, usages over time (monthly, annual, multi-year) and other requested assistance as needed. Position requires member to work well with a mixed team of US Military, US Civilian and Koran National Civilians in various organizations and engagements on and off base.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

MINIMUM QUALIFICATION REQUIREMENTS:

BASIC REQUIREMENTS: Applicants must have completed a full 4-year course of study in a ROKG authorized or recognized college or university in the field of engineering related to the job for which being considered, or possess class 1 professional engineer license in the field related to the job for which being considered.

In addition to meeting the basic requirements above;

KGS-07: One (1) year of professional experience equivalent to at least the next lower grade.

KGS-09: One (1) year of professional experience equivalent to at least the next lower grade.

KGS-11: One (1) year of professional experience equivalent to at least the next lower grade.

PROFESSIONAL EXPERIENCE: Experience which required application of the professional theories, scientific principles, and practices in the established profession of the position to be filled. Professional positions require professional, rather than technical knowledge, skills and abilities (KSAs) such as can be gained through intensive college education and training.

QUALITY EXPERIENCE: Except for applicants who qualify based on substitution of education or training for experience, to qualify for KGS-07, KGS-09, and KGS-11 positions, applicants must have a minimum of 1 year of professional experience at or equivalent in difficulty and responsibility to the second lower grade.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE:

Graduate Education:

1. Successful completion of the one (1) full year of graduate level education in field related to the position being filled may be substituted for one (1) year of professional experience required at least the next lower grade.
2. Successful completion of the two (2) full years of progressively higher level graduate education leading to a master’s or equivalent graduate degree in a field related to the position being filled may be substituted for one (1) year of professional experience required at KGS-09 level.
3. Successful completion of three (3) full years of progressively higher level graduate education leading to a doctoral degree in a field related to the position being filled may be substituted for one year of professional experience required at KGS-11 level.

A TRANSCRIPTS MUST BE SUBMITTED WITH YOUR APPLICATION IF USING EDUCATION AS SUBSTITUTION FOR SPECIALIZED EXPERIENCE. COURSES MUST BE DIRECTLY.

ENGLISH LANGUAGE COMPETENCY:

1. The American Language Course Placement Test (ALCPT) score of 80 or above and successfully passing the English Comprehension Interview (ECI) is required.
2. The Test of English as a Foreign Language (TOEFL) score of 540 and higher or the Test of English for International communication (TOEIC) score of 750 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.

KNOWLEDGE, SKILLS, AND ABILITIES (KSAs): 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. Professional knowledge of electrical engineering concepts, principles, and practices and familiarity with other engineering disciplines and architecture.
2. Knowledge of engineering and construction standards, methods, practices, techniques, materials, and equipment to ensure work in compliance with federal, state, and local codes and regulations; and knowledge of standard contracting regulations, practices, and procedures.
3. Knowledge of automated data processing concepts, systems capabilities, and economic usage to effectively accomplish assigned functions.
4. Knowledge of Facility Manages Program and Preventive Maintenance (PM) Program.
5. Ability to analyze, interpret, and apply rules, regulations, and procedures to a variety of situations and to recommend timely and economical solutions.
6. Ability to plan and organize work and coordinate with other engineering disciplines and architects; and ability to communicate effectively both orally and in writing and maintain good working relations.
7. 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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 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 96264-2030.

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 수있는 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-09-2026](#)

OPENING DATE: 22 Apr 2026

CLOSING DATE: 30 Apr 2026

POSITION TITLE & GRADE: Cook, KWB-7404-05 (1-Full Time)

SALARY: Between 18,149 – 25,962 won per hour (Total hourly compensation when bonuses are included.)

TOUR OF DUTY: 40 hours per week

DUTY LOCATION: Bowling Center, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

AREA OF CONSIDERATION: All current employees assigned with Bowling Center, 8th Force Support Squadron, Kunsan Air Base, Korea (USAFK). (Priority Group 5).

NOTE: USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Reviews menus, work sheets and recipes and determines type and quantities of items required for number of persons to be served and recipe requirements. Cuts and trims to cooking size weights or measures portions and ingredients for regular or modified diets in accordance with menus, recipes or other instructions. 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, electric urns and other powered and mechanical kitchen equipment used in the preparation and service of food. Is responsible for the proper storage of all perishable and non-perishable food. Insures the snack bar and surrounding area are maintained in a sanitary condition at all times. May assist with conducting food inventory as required. As a shift leader on duty, directs and instructs as necessary, Cook Junior or Food Service Worker assigned in the simpler cooking activities, preparation of vegetables and fruits for cooking or raw use and in cleaning equipment and work areas. Performs other related duties as assigned.

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

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

MINIMUM QUALIFICATION REQUIREMENTS: 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 the trade or craft for which being considered.

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

Substitution: a. The following may be substituted for the one 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 1 year of general and 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 license or certificate of competency as Industrial Engineer (산업기사) issued by the ROKG attesting to proficiency in the trade or craft of the job for which being considered.

Quality of Experience: Applicants for Journeymen (KWB-05), Leader, Senior Leader, and Foreman position must have one (1) year specialized experience comparable to the next lower level position in the trade or craft for which being considered.

License or Certificate of Competency Requirements

Applicants for Cook, KWB-05 and above must possess a current cooking license (조리사자격증) or a certificate of competency issued by the ROKG authority.

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. 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.

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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 no later than the closing date.

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-10-2026](#)

OPENING DATE: 22 Apr 2026

CLOSING DATE: 30 Apr 2026

POSITION TITLE & GRADE: Sales Clerk, KGS-2091-03 (1-Part Time)

SALARY: Between 15,029 – 21,345 won per hour (Total hourly compensation when bonuses are included.)

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

DUTY LOCATION: Bowling Center, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

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

NOTES: 1. Applicants applying under this vacancy announcement may be converted to full-time without further competition.
2. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Serves as cashier in a food or retail sales store where a large variety of commodities and/or food are sold. The cashier is responsible for a small department or one commodity. Checks items purchased by customers and determines the total bill, either mentally or by using a cash register. Checks identification of customers, as required, verifying signatures, picture of customer and age when required to purchase beer, alcohol and cigarettes. Receives and examines cash from customers, places it 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, 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. May serve as front counter clerk/cashier as required. As Slot Room cashier; monitors and controls play in the game room by checking patron identification to verify eligibility to play slot machines when dispensing money to play. Further verifies eligibility by checking patron identification before jackpots or malfunctions are paid. Reports all malfunctions immediately to slot machine mechanics or management. Performs other related duties as assigned.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

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

General Experience includes progressively responsible work which indicates ability to acquire the knowledge, skills and abilities (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-03 through KGS-05 level. 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 50 or above and successfully passing the English Comprehension Interview (ECI) is required.
2. The Test of English as a Foreign Language (TOEFL) score of 250 and higher or the Test of English for International Communication (TOEIC) score of 350 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. Ability to operate electric cash registers.
2. Skill in the use of a computer.

3. Ability to work effectively with others.
4. 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.

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 or Kunsan Civilian Personnel Office, Bldg 755, Room 213, 8 FSS/FSCA, APO AP 96264-2030 no later than the 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.

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-11-2026](#)

OPENING DATE: 22 Apr 2026

CLOSING DATE: 30 Apr 2026

POSITION TITLE & GRADE: Sales Clerk, KGS-2091-03 (1-Part Time)

SALARY: Between 15,029 – 21,345 won per hour (Total hourly compensation when bonuses are included.)

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

DUTY LOCATION: Golf Course, Community Services Flight, 8th Force Support Squadron, Kunsan AB.

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

NOTES: 1. Applicants applying under this vacancy announcement may be converted to full-time without further competition.
2. USFK NAF employees newly hired on or after 1 Jul 2004 will be 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. However, they may be allowed to move to other NAF positions within their employing command/activity. Relocation allowance is not authorized for USFK employees selected from outside the commuting area.

MAJOR DUTIES: Sells and/or issues items of merchandise from a limited range of stock items where technical and/or specialized knowledge of merchandise is not required. Checks customer selections, determines and records item price cash register, collects total amount of purchases making necessary change. Insures that all sales are processed as prescribed by the ration control regulations, internal store limits and policies. Replenishes depleted **논일** and counter stocks; makes changes in item prices to conform to revised pricing guides. Sells Green Fees to golf course patrons on a daily basis or through the purchase of accountable Punch Cards. Records all these purchases and issues Punch Cards to patrons. Assigns rental lockers and maintains rental locker log that is kept for accountability. Monitors and controls play in game room by checking patron identification to verify eligibility to play slot machines when dispensing coins for play. Further verifies eligibility by checking patron identification before jackpots or malfunctions are paid. Performs Harvesting of slot machine. Reports all malfunctions to slot machine mechanics or management. Receives and examines cash from customers, places it in a register and makes change as necessary. Performs monthly and special inventories of stock items by counting, weighting, listing and computing total quantities and damage merchandise. Responsible for displaying and maintaining merchandise in a neat and presentable condition. Reports to manager of slow-moving, out-of-stock, defective and damaged merchandise. Keeps manager informed of customer requests and complaints. Prepares reports at closing time, showing type of cash and total amounts received and paid out. Turns necessary reports over to manager. Serves as focal point for collection of all Golf Course Operational Ratio Analysis data for compilation and transmission to Headquarters. Compiles figures for monthly/annual green fee data. Responsible for the training of all sales clerk/cashier-checkers. Assigns tee times and coordinates unit tournaments and intramural programs with manager/assistant manager. Performs the duties as manager of Pro Shop whenever manager/assistant manager is away from activity. Performs other related duties as assigned.

More information is available in the position description. It may be reviewed at the Kunsan CPO, Bldg 755, Room 213, 8 FSS/FSCA, Unit 2030, APO AP 96264-2030.

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

General Experience includes progressively responsible work which indicates ability to acquire the knowledge, skills and abilities (KSAs) needed to perform the duties of the position to be filled.

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ENGLISH LANGUAGE COMPETENCY:

1. The American Language Course Placement Test (ALCPT) score of 50 or above and successfully passing the English Comprehension Interview (ECI) is required.

2. The Test of English as a Foreign Language (TOEFL) score of 250 and higher or the Test of English for International Communication (TOEIC) score of 350 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.

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1. Ability to operate electric cash registers.
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