

# KN vacancy announcements

## Osan Civilian Personnel Flight

As of 29 Apr 26

**HOW TO APPLY:** All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <https://www.51fss.com/civilian-personnel-flight/> and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Flight, Bldg 936, Room 112, 51 FSS/FSCAKN, APO AP 96266-9021 no later than the closing date. When current employee submit an In-service Placement Application Form to the email address, [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil), the e-mail subject line must contain the announcement number and position title and grade for which current employee is applying for. 현직자 이동 신청서를 전자 메일 주소, [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) 로 전송할때는 전자메일의 제목란에 공고번호와 공고직책 및 급수를 기재하여 보내져야 합니다. 외부 이메일을 이용하여 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
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### NON-APPROPRIATED FUND POSITIONS

ANN NO.	POSITION	LOCATION	WHO MAY APPLY	OPEN	CLOSE
<a href="#">OAB-NAF-024-26</a>	Laborer, Semiskilled, KWB-3502-03 (Part-Time)	51 <sup>st</sup> Force Support Squadron/Turumi Lodge, Osan AB.	All current USFK KN employees (Priority Group 5). All registrants on the area reemployment priority list (ARPL) (Priority Group 6). Eligible family members of US military and civilian employees of an agency of the United States whose duty station located in Korea (Priority Group 7). Outside Korean National Applicant (Priority Group 8 & 9).	29 Apr 26	12 May 26
<a href="#">OAB-NAF-023-26</a>	Cook, KWB-7404-04 (Part-Time)	51 <sup>st</sup> Force Support Squadron/Community Services Flight, Bowling Center, Osan AB	All current USFK employees (Priority Group 5).	29 Apr 26	12 May 26

<a href="#">OAB-NAF-022-26</a>	Waiter/Waitress, KWB-7420-02 (Part-Time)	51 <sup>st</sup> Force Support Squadron/Community Services Flight, Osan Club Complex, Osan AB.	All current USFK employees (Priority Group 5).	29 Apr 26	12 May 26
<a href="#">OAB-NAF-053-25</a>	Food Service Worker, KWB-7408-02 (Part-Time)	51 <sup>st</sup> Force Support Squadron, Osan AB.	All current USFK employees (Priority Group 5). All registrants on the area reemployment priority list (ARPL) (Priority Group 6). Family members of US military and civilian employees of an agency of the United States whose duty station located in Korea (Priority Group 7). Outside Korean National Applicant (Priority Group 8 & 9).	01 Oct 25	30 Sep 26
<a href="#">OAB-NAF-054-25</a>	Custodial Worker, KWB-3566-02, (Part-Time)	51 <sup>st</sup> Force Support Squadron, Turumi Lodge, Osan AB	All current USFK employees (Priority Group 5). All registrants on the area reemployment priority list (ARPL) (Priority Group 6). Eligible family members of US military and civilian employees of an agency of the United States whose duty station located in Korea (Priority Group 7). Outside Korean National Applicant (Priority Group 8 & 9).	01 Oct 25	30 Sep 26
<a href="#">OAB-NAF-055-25</a>	Cook Junior, KWB-7404-03, (Part-Time)	51 <sup>st</sup> Force Support Squadron/Community Services Flight, Osan AB.	All current USFK employees (Priority Group 5). All registrants on the area reemployment priority list (ARPL) (Priority Group 6). Family members of US military and civilian employees of an agency of the United States whose duty station located in Korea (Priority Group 7). Outside Korean National Applicant (Priority Group 8 & 9).	01 Oct 25	30 Sep 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 784-6862

구직신청서가 필요한 분은 오산미공군 인사처 웹사이트에서 다운받으시길 바랍니다. (<https://www.51fss.com/civilian-personnel-flight/>)에서 KN Application for Employment (구직신청서 130EK)를 다운 받으실수 있습니다.다른 문의사항은 오산인사처 0505-784-6862 로 문의 바랍니다.

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

ANNOUNCEMENT NUMBER [OAB-NAF-053-25](#)

OPENING DATE: 01 Oct 25

CLOSING DATE: 30 Sep 26

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

**SALARY:** Between 14375–20379 Won per hour (Total hourly compensation when bonuses are included)

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

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

**NOTE:** 1. This is an Open Continuous Announcement for the position of Food Service Worker, KWB-02 (Part Time) at any facility located within Osan Air Base. This announcement will remain open until September 30, 2026, and qualified applicants will be reviewed and referred as vacancies arise. 2. Applicants applying under this vacancy announcement may be converted to full-time without further competition. 3. Priority Group 8 & 9 may be considered for the position when there are no eligible applicants from priority groups 1-7. 4. 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.

**MAJOR DUTIES:** Sets up food service counters, steam tables, dining room tables, and side service stand with hot and cold foods including meats, vegetables, salads, desserts, bread, butter, ice cream, and beverages. Prepare vegetables and fruits for general cooking, salads, and desserts using machines or manual methods. Removes soiled dishes from tables and transports them to the dishwashing unit. Separates food waste and trash into separate garbage cans and trash cans. Cleans heavy cooking utensils or kitchen equipment such as deep fryers, mixers, meat slicers, tenderizers, doughnut fryers, etc. Unloads supply trucks, lifting and moving such incoming supplies as meat, flour, fruit, vegetables, potatoes, rice, chickens, block ice, milk, and expendable supplies. Moves supplies to storeroom, segregates and stacks them in proper location and in position to use old supplies first. Performs a full range of janitorial duties in maintain the facility in an orderly clean condition at all times. After each meal, sweeps, mops, strips, scrubs, waxes, and polishes dining room floors using heavy powered equipment. Cleans walls and light fixtures, windows inside and outside of the dining facility using step ladders. Cleans storeroom, refrigerators, walk-in refrigerators, office, hallways and latrines. Removes trash and garbage cans from kitchen when become full, moves to garbage collection area near the dining facility, and washes and sanitizes the empty cans for reuse. Maintains garbage collection area in. Performs other duties as assigned. **Working Conditions:** Work requires continuous standing, walking and stopping, and requires heavy physical efforts (e.g., lifting and carrying supply boxes, trash cans, beverages weighing average 40-50 pounds). Working areas are uncomfortably hot and noisy. Is exposed to extreme temperature of the walk-in refrigerator, injuries from extreme heat and hot water, skin irritations from strong cleaning solutions and constantly using hot water of 180°F, and injuries from dropping heavy materials. There is danger of slipping on floors which are wet from frequent mopping, or where food or beverage has been dropped.

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

**EMPLOYEE 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. Family member of U.S. Armed Forces members whose duty station is in Korea.
4. All other qualified applicants.

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital 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 a gratuity in exchange for employment or promotion within USFK, nor may they interfere with applicants exercising their rights to apply for consideration. Any employee 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 CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6706 or military telephone 784-6706.

**HOW TO APPLY:**

All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/civilian-personnel-flight/>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Office, Bldg 936, Room 112, 51 FSS/FSCAKN, APO AP 96278-2065 no later than the closing date. When current employee submits an In-service Placement Application Form to the e-mail [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil), the subject line must contain the announcement number and position title and grade for which current employee is applying for.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Flight, Bldg 936, Room 112, 51 FSS/FSCAKN, and APO AP 96266-2065.

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

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

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/civilian-personnel-flight/>

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

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Flight at 784-6862 or 0505-784-6862.

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

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

# 오산미공군기지 민간인인사처

## 한인직원 공석공고

공고번호: 오산기지-비세출-053-25

발행일자: 2025년 10월 01일

마감일자: 2026년 09월 30일

직책 및 급수: 취사원, 기능직 2급 (파트타임)

급여: 시간당 14375 원에서 20379 원까지 (상여금 포함한 시간당 총급여액)

근무장소: 주한미공군, 오산기지

고려대상지역: 주한미군 현직직원 (우선순위 5), 지역 재고용 우선 순위 명단에 등록되어 있는 주한미군 전직직원 (우선순위 6), 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 부양가족 (우선순위 7), 외부구직자 (우선순위 8 & 9)

알림: 1. 본 공석공고는 2026년 9월 30일까지 주한미공군 오산기지 취사원 2급, 파트타임직에 지원자 서류를 받기위한 공고입니다. 자격요건을 갖춘 지원자는 공석이 있을시에 고려될 것입니다. 2. 본 공석공고 지원자는 차기에 경쟁없이 풀타임직으로 전환될 수 있습니다. 3. 외부구직자는 1-7순위에서 지원자가 없을시 고려될 것입니다. 4. 2004년 7월 1일 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.

주요 업무: 배식대, 음식보온대, 식탁등 육류, 야채, 샐러드, 디저트, 빵, 아이스크림, 그리고 음료수같은 음식물을 따뜻하게 혹은 차게해서 제공하는 부속대를 설치해야 합니다. 손이나 기계를 사용해서 요리, 샐러드, 디저트를 위해 야채와 과일을 준비합니다. 테이블에 있는 오염된 접시를 식기세척장치로 옮깁니다. 음식물 쓰레기를 분리하여 분리된 쓰레기 통으로 분리합니다. 폭이 깊은 프라이팬, 믹서, 고기 슬라이서, 연육기, 도넛 프라이팬 등을 깨끗이 정돈하고, 세척기, 믹서와 같은 주방 기기들을 분해 세척해야 합니다. 보급품 트럭에서 고기, 밀가루, 과일, 야채, 감자, 쌀, 닭, 얼음, 우유같은 물품을 하차하여 창고와 주방으로 운반하고 오래된 물품들을 먼저 소모할수 있도록 정리, 배치하는 작업을 수행합니다. 식당시설이 정돈되고, 항상 청결히 유지되도록 모든 분야의 청결 업무를 담당해야 합니다. 전동장비를 이용해서 식당의 마루바닥을 쓸고, 닦고, 문지르고 광택을 내어 항상 깨끗하게 유지해야하며, 사다리를 이용해서 전등설비 및 식당 내, 외벽이나 창문등을 청소해야 합니다. 창고, 냉장고, 냉동실, 사무실 복도와 화장실등을 깨끗이 유지해야 합니다. 식당시설의 청결을 유지하기 위해 쓰레기를 주방에서 일정수거 지역으로 배출해야 하며, 비워진 쓰레기통을 세척하여 재사용하며, 쓰레기 수집장소를 깨끗하고 위생적으로 관리를 해야 합니다. 기타 부여된 업무를 수행합니다. 작업조건: 업무를 수행할때 계속 서서 걷고 구부려야 하는 육체적 중노동이 요구됩니다 (예를 들면 평균 40-50 파운드의 보급상자, 쓰레기통, 음료수들을 들어올리고 운반합니다). 작업장은 덥고 소음이 있습니다. 냉장고의 낮은 온도, 높은열과 뜨거운 물로 인한 화상, 강력한 세재용액등의 자극, 무거운 물건이 떨어져서 부상당할 위험이 있습니다. 엷질러진 음식물이나 음료수 또는 잦은 걸레질로 젖은 마루바닥에 미끄러질 위험성이 있습니다.

자격 요건: 경력 및 학력사항 필요없음.

면접 우선순위: 면접 우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원
2. 지역 재임용 우선순위에 등록된 주한미군 전직직원.
3. 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족
4. 한국인 외부 구직자

기회균등에 관한 정책: 오산미공군기지는 기회균등주의를 실천하는 고용주입니다. 모든 응모자는 그들의 인종, 정치 혹은 종교적 신념, 피부색, 합법적인 특정 정치집단에 가입여부, 결혼여부, 성별, 나이, 혹은 원래국적 또는 신체적 장애 여부에 관계없이 동등한 고려를 받게 될 것입니다.

고용 방침: 주한미군의 채용방침은 자격과 공적에 근거를 둡니다. 어떤직원도 주한미군 기관에서 고용 혹은 승진을 교환조건으로 사례금을 요구 혹은 제공받을수 없으며, 구직을 신청한 구직자의 권리행사를 방해할 수 없습니다. 그러한 사실을 범한 직원은 주한미군 기관에서 해고 대상이 됩니다. 이 방침에 위배되는 행위를 알고있는 사람은 즉시 오산기지 인사처장에게 군전화 784-6706번이나 지역전화 0505-784-6706번으로 연락해 주시기 바랍니다.

신청 방법: 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 이동 신청서를 <http://51fss.com/civilian-personnel-flight/> 구입 작성한 후 전자메일주소: knstaffing@us.af.mil이나 오산기지 제 51 병력지원대대 민간인 인사처 채용과 건물 936, 군우 96278-2065로 제출바랍니다. 현직직원이 현직자 이동 신청서를 이메일로 제출할때는 전자메일의 제목란에 공고 번호와 공고 직위 및 급수를 기재하시기 바랍니다.

현재 한국에서 주둔하고 있는 미군장병의 배우자나 부양가족 또는 미국 정부 기관에서 근무하고 있는 미국 민간인의 배우자나 부양가족 응시자로서 채용우선권의 요건에 맞는 응시자는 구직신청서 (주한미군 양식 130호) 1부와 부양가족 진술서 양식및 결혼증명서, 보호자의 근무발령장을 오산기지 제 51병력지원대대, 민간인 인사처 채용과, 건물 936, 112호실, 군우 96266-2065로 제출하시기 바랍니다.

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

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

구직신청서 양식130EK는 오산기지 홈페이지 <http://51fss.com/civilian-personnel-flight/> 에서 볼수 있습니다.

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

추가정보: 더 자세한 문의사항은 전화번호 784-6862 또는 평택지역 전화 0505-784-6862로 연락바랍니다.

이 영 자  
한인채용과장  
민간인 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오

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

ANNOUNCEMENT NUMBER [OAB-NAF-054-25](#)

OPENING DATE: 01 Oct 25  
CLOSING DATE: 30 Sep 26

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

**SALARY:** Between 14375 – 20379 won per hour (Total hourly compensation when bonuses are included)

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

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

**NOTE:** 1. This is an Open Continuous Announcement for the position of Custodial Worker, KWB-02 (Part Time) at Osan Lodging, Osan AB. This announcement will remain open until September 30, 2026, and qualified applicants will be reviewed and referred as vacancies arise.

2. Applicants applying under this vacancy announcement may be converted to full-time without further competition.

3. Priority Group 8 & 9 may be considered for the position when there are no eligible applicants from priority groups 1-7.

4. 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.

**MAJOR DUTIES:** Cleans lodging guest rooms, corridors, stairways, facilities, and other assigned lodging areas. Sweeps, dry mops, scrubs, waxes, and polishes floors, using brooms, mops, lightweight vacuum cleaners, and lightweight floor scrubbers and buffers. Dusts, waxes, and polishes furniture. Cleans and sanitizes guest room refrigerator, cooking appliances, cooking utensils and dishes. Empties ashtrays and wastebaskets. Polishes door knobs and other metal fixtures. Washes walls, windows, and blinds that can be reached without climbing ladders or scaffolds. Makes beds and changes linen. Collects soiled linen and places it at a pickup point. Receives clean linen and delivers it where directed. Cleans, disinfects, and deodorizes lavatories, urinals, and toilet bowls. Cleans mirrors, sinks, and water fountains. Dusts ledges and woodwork. **Physical Effort:** The work involves light physical effort, such as that involved in using vacuum cleaners and dry mops; running lightweight powered scrubbers and buffers; continually standing, bending, stooping, and reaching; frequently lifting and emptying wastebaskets; frequently pushing cars loaded with dirty laundry or wastepaper; occasionally lifting and carrying items weighing up to 20 pounds. **Working Conditions:** Normally works indoors in a well-lighted and heated facility. Exposed to dirt, disagreeable odors, and possibility of minor injuries (cuts and bruises).

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

**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. Family members of U.S. Armed Forces members whose duty station is in Korea.
4. All other qualified applicants.

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital 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 a gratuity in exchange for employment or promotion within USFK, nor may they interfere with applicants exercising their rights to apply for consideration. Any employee 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 CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6706 or military telephone 784-6706.

**HOW TO APPLY:**

All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/civilian-personnel-flight/>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Office, Bldg 936,

Room 112, 51 FSS/FSCAKN, APO AP 96266-2065 no later than the closing date. When current employee submits an In-service Placement Application Form to the e-mail [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil), the subject line must contain the announcement number and position title and grade for which current employee is applying for.

Eligible family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Flight, Bldg 936, Room 112, 51 FSS/FSCAKN, and APO AP 96266-2065.

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

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

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/civilian-personnel-flight/>

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

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Flight at 784-6862 or 0505-784-6862.

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

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

# 미공군오산기지 민간인 인사처 한인직원 공석공고

공고 번호: 오산기지-비세출-054-25

발행 일자: 2025년 10월 01일

마감일자: 2026년 09월 30일

직책 및 급수: 사환, 기능직 2급 (파트타임)

급여: 시간당 14375원에서 20379원까지 (상여금 포함한 시간당 총 급여액)

근무 장소: 주한미공군 오산기지 두루미 호텔

고려대상지역: 주한미군 현직직원 (우선순위 5). 지역 재고용 우선순위 명단에 등록되어 있는 주한미군 전직 직원 (우선순위 6). 현재 한국에서 근무하고있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 부양가족 (우선순위 7). 외부구직자 (우선순위 8 & 9)

- 알림: 1. 본 공석공고는 2026년 9월 30일까지 주한미공군 오산기지 사환 기능직 2급, 파트타임직에 지원자 서류를 받기위한 공고입니다. 자격요건을 갖춘 지원자는 공석이 있을시에 고려될 것입니다.
2. 본 공석공고 지원자는 차기에 경쟁없이 풀타임직으로 전환될 수 있습니다.
3. 외부구직자는 1-7 순위에 지원자가 없을시 고려될 것입니다.
4. 2004년 7월 1일 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.

주요 업무: 숙소의 객실, 복도, 계단, 시설 및 기타 주어진 숙박 공간을 청소합니다. 비나 걸레, 가벼운 진공청소기등 여러가지 청소기구를 이용하여 쓸고 닦고 왁스칠하여 광택을 냅니다. 가구의 먼지를 털고 왁스칠을 하며 광을 냅니다. 객실의 냉장고, 조리 도구나 가전제품 그리고 식기등을 세척하고 소독합니다. 재털이나 휴지통을 비웁니다. 문손잡이와 다른 금속 장식물등을 연마합니다. 발판이나 사다리가 필요없는 손이 닿을수있는 벽이나 창문 블라인드등을 세척합니다. 침대를 정리하고 시트를 교체합니다. 오염된 시트를 모아 픽업장소에 놓습니다. 깨끗한 시트를 받아서 지시된 곳에 전달합니다. 세면대, 소변기 변기등을 세척, 소독, 탈취합니다. 거울, 싱크대, 음료수대를 청소합니다. 난간과 목조 부분의 먼지도 청소 합니다. 신체적 활동: 본 직종은 진공청소기나 마른걸레질등을 하는 가벼운 신체 활동이 필요 합니다. 또한 전기 청소용품등을 다루며 계속적으로 서있거나 허리를 구부리거나 손을 뻗는등의 가벼운 신체활동이 요구됩니다. 휴지통을 들거나 비우고 오염된 세탁물이나 폐지가 채워진 카트를 밀어서 운반합니다. 가끔은 20파운드에 가까운 물건을 들어 올리고 운반합니다. 근무조건: 주로 환하고 냉난방이 잘된 실내에서 작업합니다. 지저분한 냄새에 노출되거나 베이는등의 상처나 멍이드는 부상의 가능성이 있습니다.

자격요건: 경력 및 학력사항 필요없습니다.

면접 우선순위: 면접 우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원.
2. 지역 재임용 우선순위에 등록된 주한미군 전직직원.
3. 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족.
4. 한국인 외부 구직자.

기회균등에 관한 정책: 오산미공군기지는 기회균등주의를 실천하는 고용주 입니다. 모든 응모자는 그들의 인종, 정치 혹은 종교적 신념, 피부색, 합법적인 특정 정치집단에 가입여부, 결혼여부, 성별, 나이, 혹은 원래국적 또는 신체적 장애 여부에 관계없이 동등한 고려를 받게될 것입니다.

**고용 방침:** 주한미군의 채용방침은 자격과 공적에 근거를 둡니다. 어떤직원도 주한미군 기관에서 고용 혹은 승진을 교환조건으로 사례금을 요구 혹은 제공받을수 없으며, 구직을 신청한 구직자의 권리행사를 방해할 수 없습니다. 그러한 사실을 범한 직원은 주한미군 기관에서 해고 대상이 됩니다. 이 방침에 위배되는 행위를 알고있는 사람은 즉시 오산기지 인사처장에게 군전화 784-6706번이나 지역전화 0505-784-6706번으로 연락해 주시기 바랍니다.

**신청 방법:** 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 이동 신청서를 <http://51fss.com/civilian-personnel-flight/> 작성한 후 전자메일주소: knstaffing@us.af.mil이나 오산기지 제 51 병력지원대대 민간인 인사처 채용과 건물 936, 군우 96278-2065로 제출바랍니다. 현직직원이 현직자 이동 신청서를 이메일로 제출할때 전자메일의 제목란에 공고 번호와 공고 직위 및 급수를 기재하시기 바랍니다.

현재 한국에서 주둔하고 있는 미군장병의 배우자나 부양가족 또는 미국 정부 기관에서 근무하고 있는 미국 민간인의 배우자나 부양가족 응시자로서 채용우선권의 요건에 맞는 응시자는 구직신청서 (주한미군 양식 130호) 1부와 부양가족 진술서 양식및 결혼증명서, 보호자의 근무발령장을 오산기지 제 51병력지원대대, 민간인 인사처 채용과, 건물 936, 112호실, 군우 96266-2065로 제출하시기 바랍니다.

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

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

구직신청서 양식130EK는 오산기지 홈페이지 <http://51fss.com/civilian-personnel-flight/> 에서 볼수 있습니다.

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

**추가정보:** 더 자세한 문의사항은 전화번호 784-6862 또는 지역 전화 0505-784-6862로 연락바랍니다.

이 영 자  
한인채용과장  
민간인 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오

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

ANNOUNCEMENT NUMBER: [OAB-NAF-055-25](#)

OPENING DATE: 01 Oct 25

CLOSING DATE: 30 Sep 26

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

**SALARY:** Between 15742 – 22402 won per hour (Total hourly compensation when bonuses are included)

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

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

**NOTE:** 1. This is an Open Continuous Announcement for the position of Cook Junior, KWB-03 (Part Time) at any facility located within Osan Air Base. This announcement will remain open until September 30, 2026, and qualified applicants will be reviewed and referred as vacancies arise.

2. Applicants applying under this vacancy announcement may be converted full-time without further competition.

3. Priority Group 8 & 9 may be considered for the position when there are no eligible applicants from priority groups 1-7.

4. 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.

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

**MINIMUM QUALIFICATION REQUIREMENTS:**

**EXPERIENCE:** One year of general experience

**GENERAL EXPERIENCE:** Actual work experience as a trainee, helper, or other work related to the trade or craft for which being considered.

**SUBSTITUTION OF EDUCATION FOR EXPERIENCE:** Graduation from technical high school in the field related, successful completion of formal training courses (at least 90 days duration) or possession of a valid license or certificate of competency issued by the ROKG may be substituted for required 1 year of general experience.

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

**REQUIRED KNOWLEDGE, SKILLS AND ABILITY:**

- a. Knowledge of assist cooks as required in the preparation and serving food.
- b. Knowledge of English language.
- c. Knowledge of cooking ingredients.

**EMPLOYEE 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. Family member of U.S. Armed Forces members whose duty station is in Korea.
4. All other qualified applicants.

**EQUAL OPPORTUNITY STATEMENT:** Osan AB is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, creed, color, lawful political or other affiliation, marital 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 CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current employees assigned with United States Air Force, Korea (USAFK) desiring consideration must complete an In-Service Placement Application Form at <http://51fss.com/civilian-personnel-flight/>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Flight, Bldg 936, Room 112, 51 FSS/FSCA, APO AP 96266-2065 no later than the closing date. When current employee submits an In-service Placement Application Form to the e-mail [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) the subject line must contain the announcement number and position title and grade for which current employee is applying for.

Family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Office, Bldg 936, Room 112, 51 FSS/FSCAKN, APO AP 96266-2065.

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

Applicants will be required to submit certificates of education, experience with tax deductions and license listed on the application. Applicants must give contact telephone number and announcement number on the front page of the application form. Applications must be in English and Korean, each item of the application must be completely filled in and properly signed and dated. Failure to comply with these requirements will result in the application being destroyed without consideration. A photocopy of application with original signature will be acceptable.

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/civilian-personnel-flight/>

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

**참조: 타 인사처 관할 주한미군 현직직원과 외부구직자는 구직신청서 (주한미군 양식 130EK) 와 구직신청서에 기재한 학력, 자격증, 경력 (재직증명서/경력증명서/소득세 원천 증명서) 을 인정할수 있는 제반 증명서와 함께 <경기도 팽택시 송탄우체국 사서함 18 호 주한미공군 오산기지 한인채용과> 앞으로 마감날자까지 반드시 우편접수로 하시기 바랍니다.**

**ADDITIONAL INFORMATION:** For more information on Korean National Employment Program, please contact Civilian Personnel Office, at 784-6862 or 0505-784-6862.

YI, YONG CHA  
Chief, KN Staffing  
Civilian Personnel Flight

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

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

ANNOUNCEMENT NUMBER [OAB-NAF-022-26](#)

OPENING DATE: 29 Apr 2026

CLOSING DATE: 12 May 2026

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

**SALARY:** Between 14375–20379 Won per hour (Total hourly compensation when bonuses are included)

**DUTY LOCATION:** 51<sup>st</sup> Force Support Squadron/Community Services Flight, Osan Club Complex, Osan AB.

**AREA OF CONSIDERATION:** All current USFK employees (Priority Group 5).

**NOTE:** 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.

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

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

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

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

**EMPLOYMENT POLICY:** It is the policy of USFK to employ based on qualification and merit. No employee may request, offer, or accept a gratuity in exchange for employment or promotion within USFK, nor may they interfere with applicants exercising their rights to apply for consideration. Any employee 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 CPO or Osan Air Base Civilian Personnel Officer, commercial telephone: 0505-784-6706 or military telephone 784-6706.

**HOW TO APPLY:** All current KN employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/civilian-personnel-flight/>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Personnel Flight, Bldg 936, Room 112, 51 FSS/FSCAKN, APO AP 96266-9021 no later than the closing date. When current employee submits an In-service Placement Application Form to the e-mail [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil), the subject line must contain the announcement number and position title and grade for which current employee is applying for.

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

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

USFK Form 130EK is available at the Osan AB home page on the web site: <http://51fss.com/civilian-personnel-flight/>, under Civilian Personnel.

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

참조: 타 인사처 관할 주한미군 현직직원은 구직신청서 (주한미군 양식 130EK) 와 구직신청서에 기재한 학력, 자격증, 경력 (재직증명서/경력증명서/소득세 원천 증명서) 을 인정할수 있는 제반 증명서와 함께 <경기도 평택시 송탄우체국 사서함 18 호 주한미공군 오산기지 한인채용과> 앞으로 마감날짜까지 반드시 우편으로 접수 하시기 바랍니다.

**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Flight at 784-6862 or 0505-784-6862.

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

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

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

ANNOUNCEMENT NUMBER [OAB-NAF-023-26](#)

OPENING DATE: 29 Apr 2026

CLOSING DATE: 12 May 2026

**POSITION TITLE AND GRADE**: Cook, KWB-7404-04 (Part-Time)

**SALARY**: Between 17047 - 24331 won per hour. (Total hourly compensation when bonuses are included)

**DUTY LOCATION**: 51<sup>st</sup> Force Support Squadron/Community Services Flight, Bowling Center, Osan AB

**AREA OF CONSIDERATION**: All current USFK employees (Priority Group 5).

**NOTE**: 1. Applicants applying under this vacancy announcement may be converted to full-time without further competition.  
2. 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.

**MAJOR DUTIES**: Assigned to the Bowling Center snack bar where snack and simple grilled items as sold. Prepares and serves short orders and grill items. May prepare convenience food for sale and serve a limited number of hot and cold dishes. Prepares various food to order which require a short preparation time, such as hamburgers, cheeseburgers, hot dogs, chicken, fries, bacon, eggs, sausage, hash brown potatoes, etc. Adds seasoning to food and regulates cooking temperatures. Serves such items to customers as necessary. May need to operate cash registers, collect money and make change. Assists in assembling, garnishing, and preparing for service a variety of convenience foods such as instant mixes, pre-packaged canned foods, sandwiches, salads, and other easily prepared food items. Performs other duties as assigned. **Other Significant Facts**: Knowledge of English language is desired but not required. Work requires some exposure to soiling of hands by cooking oils or grease. Work area may be noisy with a danger of slipping, cuts, splashing water, extreme cold from refrigeration units, and exposure to burns from flat grills, heating elements and deep fat fryers.

**MINIMUM QUALIFICATION REQUIREMENTS**:

**EXPERIENCE**: One year of general experience plus one year of specialized experience.

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

**Specialized Experience**: Experience at the "junior" or "higher" level in the work related to trade or craft for which being considered.

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

**SUBSTITUTION**:

1. Graduation from high school in a field related to the job for which being considered, Successful completion of a formal training course (at least 90 days duration) in a recognized trade school in the trade or craft of the job for which being considered, or possession of a valid license or certificate of competency issued by the ROKG attesting to proficiency as craftsman in the trade or craft of the job for which being considered may be substituted for 1 year of general experience.

2. Graduation from technical junior college in a field related to the job for which being considered or Possession of a license or certificate of competency issued by the ROKG attesting to proficiency as an industrial engineer in the trade or craft of the job for which being considered may be substituted for 1 year of specialized experience required.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITY**:

- a. Ability to use kitchen utensils and equipment.
- b. Knowledge of cooking ingredients.
- c. Knowledge of health, safety, and sanitation procedures.
- d. Knowledge of English language

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

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

**HOW TO APPLY:**

All current employees assigned with USAFK desiring consideration must complete an In-service Placement Application Form at <http://51fss.com/civilian-personnel-flight/>, and forward it through e-mail to [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil) or Osan Civilian Office, Bldg 936, Room 112, 51 FSS/FSCAKN, APO AP 96266-9021 no later than the closing date. When current employee submits an In-service Placement Application Form to the e-mail [knstaffing@us.af.mil](mailto:knstaffing@us.af.mil), the subject line must contain the announcement number and position title and grade for which current employee is applying for.

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

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**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Flight at 784-6862 or 0505-784-6862.

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

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

ANNOUNCEMENT NUMBER [OAB-NAF-024-26](#)

OPENING DATE: 29 Apr 26

CLOSING DATE: 12 May 26

**POSITION TITLE, GRADE:** Laborer, Semiskilled, KWB-3502-03 (Part-Time)

**SALARY:** Between 15742 – 222402 won per hour (Total hourly compensation when bonuses are included)

**DUTY LOCATION:** 51<sup>st</sup> Force Support Squadron/Turumi Lodge, Osan AB.

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

**NOTE:** 1. Applicants applying under this vacancy announcement may be converted to full-time without further competition.  
2. Priority Group 8 & 9 may be considered for the position when there are no eligible applicants from priority groups 1-7.  
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.

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

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

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

1. All current USFK KN employees.
2. Former USFK KN employees on the Area Reemployment Priority List (ARPL).
3. Family member of U.S. Armed Forces members whose duty station is in Korea.
4. All other Korean National applicants.

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

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**HOW TO APPLY:**

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Eligible family members should submit one copy of USFK Form 130EK, Application for Employment and Family members of US military and civilian federal employees must submit family member status form, a copy of sponsor's travel order and marriage certificate, to the Osan Civilian Personnel Flight, Bldg 936, Room 112, 51 FSS/FSCAKN, and APO AP 96266-9021.

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

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

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**ADDITIONAL INFORMATION:** For further information regarding this announcement, please contact Civilian Personnel Flight at 784-6862 or 0505-784-6862.

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

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

# 오산미공군기지 민간인 인사처 한인 직원 공석 공고

공석공고 번호: 오산기지-비세출-024-26

발행 일자: 2026 년 04 월 29 일

마감 일자: 2026 년 05 월 12 일

직책 및 급수: 노무원, 기능직 3 급 (파트타임)

급여: 시간당 15742 원에서 22402 원까지 (상여금 포함한 시간당 총 급여액).

근무 장소: 주한미공군 오산기지, 두루미 호텔

고려대상지역: 주한미군 현직직원 ( 우선순위 5). 지역 재고용 우선순위 명단에 등록되어 있는 주한미군 전직 직원 (우선순위 6). 현재 한국에서 근무하고있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 부양가족 (우선순위 7). 외부구직자 (우선순위 8 & 9)

알림: 1. 본 공석공고 응시자는 차기에 경쟁없이 풀타임직으로 전환될 수 있습니다. 2. 외부구직자는 1-7 순위에서 지원자가 없을시 고려될 것입니다. 3. 2004 년 7 월 1 일 이후 신규 채용된 비충당직원은 자발적으로 다른 직책을 수락하기 전에 최초로 고용된 직책에서 최소 1 년이상 근무해야 합니다. 단, 주한미공군 소속의 다른 비충당 직책으로의 이동은 언제든지 가능합니다.

주요 업무: 지정된 구역을 청소하고 정리정돈합니다. 공용 및 공중 화장실을 청결하고 정돈하며 위생적인 상태로 유지합니다.

정밀청소, 카펫세척, 커튼교체, 전구 교환, 잔디깎기, 작은나무 및 관목 제거, 제설작업 등의 업무를 수행하기 위해 수공구와 간단한 전동장 1 비를 비치하고 이를 조작합니다. 또한 창틀, 창문 및 건물 외벽을 세척합니다. 흙이 단단하게 굳지 않아 경사 조절이나 지면 평탄화 작업이 필요없는 구역에서 삽을 사용하여 도랑이나 배수로로 파거나, 구덩이를 메우고 울퉁불퉁한 지면을 평평하게 하며, 석탄, 재, 눈, 흙 등을 제거하는 작업을 수행할 수 있습니다. 무거운 상자나 부피가 큰 물품 등의 자재를 손, 손수레(핸드트럭), 또는 운반용 대차(돌리)를 사용하여 싣고, 내리고, 이동시키며, 적재합니다. 쇠지렛대(크로우바)를 사용하여 나무 상자나 골판지 상자를 개봉하고, 가위나 절단기를 이동, 정리, 수거 및 청소하는 등 다양한 육체적 작업을 수행합니다. 지시에 따라 가구를 이동시키고 배치합니다. 쓰레기통을 수거하여 비우고, 손이나 전동 광택기(버퍼)를 사용하여 승용차 및 트럭을 세차하고 왁스칠을 합니다. 전구, 화장지, 비누 등 일상적으로 소모되는 비품을 교체합니다. 시설 상태에 따라 가구, TV, 막힌 배수구, 커튼, 누수 지점 등을 수리하거나 기타 경미한 유지보수 작업을 수행할 수 있습니다. 업무 수행에 필요한 깨끗한 리넨, 청소 용품 및 장비를 충분히 비치해 둡니다. 자재가 추가로 필요하거나, 장비가 불안정하거나 고정되지 않은 상태, 또는 유지보수 문제가 전문가의 개입을 필요로 할 경우 즉시 관리자에게 보고합니다. 안전과 관련된 문제가 발생할 경우 즉시 관리자에게 보고 합니다. 그외 지시받은 업무를 수행합니다. 근무환경: 필요한 수공구를 사용하고 간단한 전동 장비를 조작하는 데 있어 일정 수준의 수작업 기술이 요구됩니다. 기상 악화나 극심한 기온 변화, 외풍, 소음, 먼지, 흙 등에 자주 노출되며, 타박상, 근육염좌, 베임, 굽힘 등의 부상을 입을 가능성이 있습니다. 업무 수행 시 작업구역 내의 잠재적 위험 요소를 예방하기 위해 적절한 안전 절차를 준수하고, 장갑, 귀마개, 안전 안경, 안전화(강철토 캡 포함)등 표준 안전 장비를 착용해야 합니다. 50 파운드(약 23KG) 이상되는 짐을 옮겨야 하므로 신체적으로 힘든일을 해야 할 경우가 생기고, 무거운 기구를 올리고 카트에 옮깁니다. 실내 또는 실외에서 일하고 때로는 아주 춥거나 험한 날씨에도 일해야 할 경우도 있습니다. 지속적으로 서 있거나, 몸을 숙이거나, 물건을 들어 올리는 동작이 필요합니다.

자격요건: 경력 및 학력사항 필요없음. 신체건강한 분.

면접 우선순위: 면접 우선권의 우선순위는 다음과 같습니다.

1. 주한미군 한국인 현직직원
2. 지역 재임용 우선순위에 등록된 주한미군 전직직원.
3. 현재 한국에서 근무하고 있는 미군장병 및 미국정부 기관에서 근무하고 있는 민간인의 배우자 또는 부양가족의 요건에 맞는분.
4. 한국인 외부 구직자

**기회균등에 관한 정책:** 오산미공군기지는 기회균등주의를 실천하는 고용주입니다. 모든 응모자는 그들의 인종, 정치 혹은 종교적 신념, 피부색, 합법적인 특정 정치집단에 가입여부, 결혼여부, 성별, 나이, 혹은 원래국적 또는 신체적 장애 여부에 관계없이 동등한 고려를 받게 될 것입니다.

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

**신청 방법:** 관심있는 오산미공군 인사처 관할 현직직원은 인사처 혹은 각 부대 행정계에서 현직자 배치 신청서를 <http://51fss.com/civilian-personnel-flight/> 작성한 후 전자메일주소: knstaffing@us.af.mil 이나 오산기지 제 51 병력지원대대 민간인 인사처 채용과 건물 936, 군우 96266-9021 로 제출바랍니다. 현직직원이 현직배치신청서를 이메일로 제출할때 전자메일의 제목란에 공고 번호와 공고 직위 및 급수를 기재하시기 바랍니다.

현재 한국에서 주둔하고 있는 미군장병의 배우자나 부양가족 또는 미국 정부 기관에서 근무하고 있는 미국 민간인의 배우자나 부양가족 응시자로서 채용우선권의 요건에 맞는 응시자는 구직신청서 (주한미군 양식 130 호) 1 부와 부양가족 진술서 양식 및 결혼증명서, 보호자의 근무발령장을 오산기지 제 51 병력지원대대, 민간인 인사처 채용과, 건물 936, 112 호실, 군우 96266-9021 로 제출하시기 바랍니다.

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

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

구직신청서 양식 130EK 는 오산기지 홈페이지 <http://51fss.com/civilian-personnel-flight/> 에서 볼수 있습니다.

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

**추가정보:** 더 자세한 문의사항은 군전화 784-6862 또는 지역 전화 0505-784-6862 로 연락바랍니다.

이 영 자  
한인채용과장  
민간인 인사처

한인 직원들이 볼수있는 게시판에 붙여 주십시오