



DEPARTMENT OF THE ARMY  
HEADQUARTERS, KOREAN SERVICE CORPS BATTALION  
UNIT #15284  
APO AP 96205-5284

Closing Date: 27 September 2016

EANC-KSC-Z

20 September 2016

MEMORANDUM FOR All KSC Employees

SUBJECT: Vacancy Announcement No. 16-130

1. This headquarters will accept applications to fill the following position for the 32nd KSC CO.

Position Title & Grade: Heating Equipment Mechanic, Leader, KWB-5309-07

Duty Location: Daegu

Position Number: One

Pay Range: Between 15,699 Won and 22,493 Won per hour

Tour of Duty: 40 hours per week

NOTE: A relocation allowance will NOT be authorized for employees selected from outside the commuting area.

2. Major Duties & Responsibilities. Serves as Heating Equipment Mechanic Leader, responsible for supervising and directing seven subordinate workers engaged in repairing, trouble shooting and installing heating equipment and their auxiliary mechanisms including oil, and/or gas fired furnaces, water heaters, space heaters, boilers, automatic controls, converters, piping, pumps and related heating components and units. Performs regular non-supervisory work coupled with immediate direction of a group of workers performing journeyman level duties of the Heating Equipment Mechanic, KWB-5309-06. Passes on to subordinate workers instructions received from supervisor, and starts work. Insures that needed plans, blueprints, material, and tools are available, and that needed stock is obtained from supply locations. Sees to it that there is enough work to keep everyone in work crew busy. Checks work in progress and when finished, checks for compliance with supervisor's instructions on work sequence, procedures, methods, and deadlines. Urges or advises subordinate workers to follow supervisor's instructions and to meet deadlines. Answers workers' questions regarding procedures, policies, written instructions, and other directives (e.g., technical orders); obtains needed information or decision from the supervisor on problems that come up during the work. Provides information to supervisor on status and progress of work, causes of delays, and overall work operations and problems (e.g., additional on-the-job training requirements for individual employees). Assures that safety and housekeeping rules are followed (e.g., assures that machine capacities are not exceeded and that tools are properly used). Repairs, troubleshoots and installs heating equipment and their auxiliary mechanisms including oil and/or gas fired furnaces, water heaters, space heaters, boilers, automatic controls, converters, piping, pumps and

related heating components and units. Observes and tests the operating efficiency of heating systems in order to localize malfunctions. Inspects and adjusts thermostats, switches, fuel cutoff apparatus, burners, stokers, fuel feed, flame safeguard controls, electronic and other safety devices. Replaces defective burners, pilots, valves, motors, piping, controls, fire pots, grates, bearings and oil seals. Removes burner, burner nozzle, strainer and orifice assemblies; dismantles and locates defects; reassembles and reinstalls components. Relines furnaces with firebrick or other refractory material. Services units by cleaning filters, strainers, orifices, ignition electrodes and adjusting dampers. Removes soot and fly ash from tubes, chamber ducts, chimneys and breechings. Installs new heating plants, hot water boilers, furnaces, piping, pumps, controls and connects new equipment to existing facilities. Serves as emergency "no heat" mechanic. Performs other duties as assigned.

3. Para/Line No & Job Site: 017/19A, USAG DAEGU-DPW-Q&M DIV-HEATING SECTION, IMCOM-P

4. Qualification Requirements:

a. Experience: One year of general experience and two years of specialized experience in a field related to the job of which one year must have been at "Journeyman" level.

b. English Ability:

(1) American Language Course Placement Test (ALCPT) requirement is 34, or above for this position. Internet Based Test TOEFL scores of 22, or TOEIC scores of 250 may be substituted for the ALCPT requirement. TOEFL and TOEIC scores are valid for two years and ALCPT score is valid for five years from the exam date.

(2) The approval of management panel for English conversational skill is required.

5. Substitution of Education for Experience:

a. Graduation from high school in a field, or trade, or vocational school with successful completion of a formal training course in a recognized trade school (at least 90 days duration), 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 may be substituted for the required one year of general experience.

b. Graduation from technical junior college in the field, or possession of a license, or certificate of competency issued by the ROKG attesting to proficiency as industrial engineer in the trade, or craft of the job may be substituted for the required one year of general and one year of specialized experience.

EANC-KSC-RP

SUBJECT: Vacancy Announcement No. 16-130

6. How to Apply: Applicants must submit an application for employment (USFK Form 130EK) along with copies of supporting documents. It is imperative that each item of the application be accurately and completely filled in. Applications that are not completed, incorrect, received after closing date, or submitted without legible supporting documents will not be processed. Any documents in Hangul must be translated into English and submitted.

7. Where to Apply: Qualified and interested applicants may submit an application and copies of supporting documents to e-mail ([usarmy.yongsan.8-army.mbx.ksc-rpo@mail.mil](mailto:usarmy.yongsan.8-army.mbx.ksc-rpo@mail.mil)) no later than seven calendar days after the date of this memorandum.

8. Employment Policy: It is the policy of USFK to employ based on qualifications and merit. No employee may request, offer, or accept gratuity in exchange for employment or promotion within the KSC, nor may they interfere with applicants exercising their right to apply for vacancy. Any employee found guilty of these practices will be subject to removal from KSC employment. Anyone aware of acts or omissions contrary to this policy is urged to immediately contact the BN SGM at 724-7747, or commercial telephone 0503-324-7747, HQ, KSC BN.

  
ADAM L. LOWMASTER  
LTC, IN  
Commanding