



Welcome to Iwakuni!

Looking for a job? MCCS Iwakuni is always hiring! We have various job opportunities with the following departments on MCAS Iwakuni:

- Behavioral Health
- Child and Youth Program
- Club Iwakuni
- Food Court
- Library
- Marine Corps Exchange (MCX)
- Personal & Professional Development
- Sakura Theater
- School Lunch Program
- Semper Fit (Base Gyms)
- Strike Zone Bowling Alley
- Temporary Lodging Facility (TLF)
- And more!

*Available Job Categories:*

1. **Regular Full-Time:** 35-40 hours per week
2. **Regular Part-Time:** 20-34 hours per week
3. **Flexible:** 0-34 hours per week (hours fluctuate based on business needs)

**Visit our website** at <https://careers.usmc-mccs.org> to see our job vacancies and submit your application. Check back often, as we post new vacancies regularly.

**Sign up for our Tomodachi List!**

We have a weekly mailing list where we send weekly alerts for our new job vacancies. If you did not sign up at the Welcome Aboard brief, contact us at [OMBIwakuni.HiringExperience@usmc-mccs.org](mailto:OMBIwakuni.HiringExperience@usmc-mccs.org) and give us your name and preferred contact email address.

**Categories of Preference**

You may qualify for preference status for certain positions. Preference applies to regular (full-time/part-time) job postings for grade NF-03 and below positions. Proper documentation is required at the time of application to verify preference status during the screening process.

1. Military Spouse Preference – preference given to spouses of active duty military (category 1 preference).
2. Transition Assistance Preference – preference given to veterans transitioning out of active duty status (category 2 preference).
3. Military/Government Employee Family Member Preference – spouses, children, or otherwise dependents of active duty military or government civilian employees (category 3 preference).
4. No preference – all other applicants.

## **Tips for Job Applications**

- If you are a military spouse or dependent, make sure to **include your sponsor's orders** with your job application to receive Spouse Preference or Family Member Preference.
- Include your **local Iwakuni address** with your application! Some jobs will only consider applicants within the local commuting area or Japan only and will not consider those that list an address outside of the area of consideration.
- Review the position description on the job posting closely. If you meet the minimum qualifications, make sure they are clearly listed on your resume/application! In addition, make sure you **attach any supporting documentation that is required by the position description** (certifications, degrees, etc.). Your application may not be considered if you do not include supporting documentation.
- Include the **start/end month and year and hours per week** worked for all your work experience. We will only credit the minimum if the time is not clearly indicated on your resume!

## **Frequently Asked Questions**

**Q: I am active duty. Can I still apply to work for MCCS?**

**A:** Yes, active duty is eligible to work for MCCS under the Flex job category. If selected for a position, written approval from your OIC will be required.

**Q: Does MCCS provide SOFA status?**

**A:** Yes, any regular employee (Regular Full-Time/Regular Part-Time) that is a US citizen is eligible for SOFA status sponsored by MCCS. Employees in the Flex category are not eligible.

**Q: My spouse is not a US citizen. Can they work for MCCS?**

**A:** If they are eligible to work in the US, then they can apply for NAF employment with MCCS. Japanese citizens may be able to work as IHA or MLC employees. Third-

country nationals may be able to work as MLC employees. Email us at [OMBIiwakuni.HiringExperience@usmc-mccs.org](mailto:OMBIiwakuni.HiringExperience@usmc-mccs.org) for more details.

**Q: What if I don't have a Social Security Number?**

A: Unfortunately, an SSN is required for NAF employment. IHA or MLC employment maybe an option for candidates without an SSN.

**Q: My significant other is not on my orders and is back in the U.S. Can they get a job with MCCS and join me in Iwakuni?**

A: They can apply for Worldwide Hire (WWH) or "All Sources" job vacancies and we will review their application accordingly. If selected, they will be able to relocate to Iwakuni under their own SOFA status.

**Q: How old do you have to be to work for MCCS?**

A: The youngest we can hire is age 14, depending on the position. Any age requirements will be listed on the job posting. Parental consent will be required when a minor is selected.

**Q: I don't want to use spouse preference/I'm not a spouse of active military. What preference can I use?**

A: Spouse preference is used once a contingent offer is extended for a qualifying position, whether the candidate accepts or declines. Spouse preference does not apply to NF-04 positions and above or Flex positions. If you are not a military spouse, you may fall under category 2-4 preference. Please send us an email for further details and clarification.

**Q: I'm active duty. Do I have a preference category?**

A: Unfortunately, there is no preference category for active duty, however, military members who are on terminal leave can use Transition Assistance preference (Category 2) on job applications. Proper documentation is required at the time of application to verify preference status.

**Q: I applied for a job but haven't heard back. Who can I contact to follow up?**

A: You can follow up with our Talent Acquisition department by emailing [OMBIiwakuni.HiringExperience@usmc-mccs.org](mailto:OMBIiwakuni.HiringExperience@usmc-mccs.org) or calling 253-3030 (0827-79-3030 from mobile). Please make sure to give us the following details for the job you applied for so we can quickly look up your status:

- Job Title, Location, Category (Full-time/Part-time/Flex), Job ID#