

横須賀基地空席広報

VACANCY ANNOUNCEMENT

広報番号：

Announcement No.

DHA-01-25

募集締切日：

Closing Date

18 Jul 25

発行日：

Date of Issue

2 Dec 24

1. 職名, 職番, 等級, 語学能力級 (LPL), 給与表 (BWT)
Job Title, Job No., Grade, LPL, Basic Wage Table (BWT):

Medical Intern, #617

医療実習員

(Japanese Fellowship – Japanese National
Physician Graduate Medical Education Program)

目標等級/語学能力級 Target Grade & Language Proficiency Level
(LPL):

等級 Grade-7, 語学能力級 LPL-4

事務系(BWT -1) 技能系(BWT-2) 保安系(BWT-3) 医療系(BWT-5,6)
Administrative Blue Collar Trade Security Medical

2. 部隊 Activity

Defense Health Agency (DHA)

U.S. Naval Hospital, Yokosuka

Directorate for Medical Services (DMS)

勤務場所 Working Place: 横須賀市泊町 Tomari-cho, Yokosuka

3. 勤務時間 Work Schedule (週 40 時間制 hrww)

勤務日 Work Days: 40 hours per week

勤務時間・休憩 Work Hours/Recess Period: 0700-1600/60 minutes

夜勤 Night Shift 残業 Overtime 出張 Business Travel

6. 職務内容 Duties

Serves as a medical intern in training at the US Naval Hospital (USNH) Yokosuka under Japanese Fellowship Program. The incumbent has a competency in English which will enable him to carry out the duties and responsibilities assigned by competent USNH medical officers. Performs physical examinations of assigned patients; takes medical histories and records on standard medical forms. Follows patient's progress from time of admission to discharge from the hospital, records progress notes in clinical records. Discusses diagnosis, treatment, etc., with the physician instructor. Performs certain procedures connected with patient care such as removing stitches, changing dressing, etc. under physician supervision. Assists medical officer on duty in the treatment of emergency cases, including transfer to host nation hospitals as needed. Attends and presents at scheduled medical conferences and lectures. Receives scheduled instruction in English in specialized medical subjects. Incumbents perform duties in general patient care environment, operating room, laboratory, sterile processing room, and mortuary to observe the USNH Yokosuka operations and practices as medical interns. They could be exposed to or handle chemicals, corpses, soils and infectious substances and bodies. Performs other related or incidental duties as assigned.

To find more information about the USNH Fellowship program, visit the link below;

<https://yokosuka.tricare.mil/About-Us/Fellowship-Program>

Or email to Program Coordinator usn.yokosuka.navhospyokosukaja.mbx.nh-yokosuka-fellowship-info@health.mil

特別な職務状況 Outstanding Working Condition, if any

Work schedule is subject to change.

May be required to work night, early morning, weekends, and holidays.

募集人数

No. of
Recruitment

6名

4. 募集範囲 Area of Consideration

I. 現 MLC/IHA 従業員 (部隊内)

Current MLC/IHA Employee within Activity

II. 現 MLC/IHA 従業員(通勤圏内)

Current MLC/IHA Employee in commuting distance

III. 現 MLC/IHA 従業員(全在日米軍)

Current MLC/IHA Employee Japan Wide

IV. 外部 Off Base Applicant

5. 雇用の種類 Type of Employment

MLC

IHA

常用 Permanent

限定期間 Limited Term

(__ヵ月 Months or NTE date)

From 1 April 2026 to 31 March 2027

The employment may or may not be renewed or may be terminated prior to the not to exceed date.

7. 資格要件／身体条件 Qualification/Physical Requirements

* Must possess English language ability meeting the Language Proficiency Level (LPL 4) indicated in item #1.

1項に示された語学能力級レベルに相当する英語の語学能力が必要となります。

LPL-3 applicants will be considered under this VA, if an applicant meets all of the basic qualification requirement(s) provided below.

LPL-3 をお持ちの方も、下記の基本的資格要件を満たした上で本空席広報では考慮されます。

a. Must be a graduate of a recognized medical college or university.

b. Must possess Japanese Doctor's License (日本の医師免許).

c. Must either possess Certificate of Registration for Completion of Clinical Resident Training (臨床研修修了登録証) OR Certificate of Completion of Clinical Resident Training (臨床研修修了証明証), OR be able to provide Certificate of Projected Completion of Clinical Resident Training (臨床研修修了見込証明書).

d. Knowledge of common medical syndromes, along with diagnosis, evaluation, and treatment of common medical complaints.

e. Ability to communicate medically in Japanese and English and work with variety of providers, nurses, and hospital support staff in a professional and collegial manner.

* Handicapped applicants may be accepted, depending on the degree and kind of disability.

8.提出するもの Application and Associated Documents

外部応募者（非従業員）の下記必要書類はハードコピー（紙）での提出となります。Off base (external) applicants must submit all required documents below in hard copy.

応募書類提出方法は下記9項をご確認ください。See item #9 below for How to Submit Application Documents.

下記に示される必要書類の全てが揃っていない場合、若しくは下記9項の応募方法の指示通りにご応募頂けない場合、選考対象となりませんのでご注意ください。When all of required documents indicated below or instructions on How to Submit Application Documents in item #9 below are not followed, your application will not be accepted or considered for this position.

- 空席応募用紙** Application for Vacancy Announcement in English (HROY Form 1)
 - 経歴書（自由形式）** Current curriculum vitae (in English in any format)
1 & 2 の記入は Complete in 日本語で Japanese 英語で English どちらでも Either
 - 自己紹介書（自由形式）** Personal Statement (in English in any format): Tell us about yourself in approximately 1-2 pages in length. Include information about how training at the U.S. Naval Hospital relates to your personal goals.
 - 家族/親族が在日米海軍で勤務している方は、『親族に関する質問表』**
If you have any family/relatives who work at U.S. Navy base/facility in Japan, “Questionnaire on Relatives”
空席応募用紙、『親族に関する質問表』は、以下の URL からダウンロードできます。
“Application for Vacancy Announcement” and “Questionnaire on Relatives” are available for download from the link below.
<https://cnrj.cnic.navy.mil/Operations-and-Management/Human-Resources/MLC-IHA-HPT-Jobs/JN-Forms/>
 - 推薦状（最低2通）** At least Two Letters of Recommendation from faculty members applicant worked with (in English)
 - 大学医学部卒業証書（英文）の写し** Copy of University Diploma of Medicine (in English).
 - 成績証明書（英文）の写し** Copy of the University Transcript (in English).
 - 日本の医師免許の写し** Copy of Japanese Medical License.
 - 臨床研修修了に関する証明 - 以下のいずれか1つの写し。(Either in English or Japanese)**
“Completion of Clinical Resident Training - Copy of either a, b, c certificate:
 - a. 臨床研修修了登録証の写し。
Certificate of Registration for Completion of Clinical Resident Training, or
 - b. 臨床研修を修了した方で、臨床研修修了登録証を厚生労働省よりまだ受領していない方は、臨床研修修了証の写し。
Certificate of Completion of the Clinical Resident Training, if you have not received the Certificate of Registration of Completion of Clinical Resident Training from the Ministry of Health, Labor and Welfare of Japan (MHLW), or
 - c. 現在臨床研修中の方は臨床研修修了見込証明書の写し。
Certificate of Projected Completion of the Clinical Resident Training, if you are currently undergoing Clinical Resident Training.
- 尚、臨床研修中の方が選考された場合、以下を期限内に提出して頂きます。（提出先は選考後にお知らせします）
期日までに書類が提出されない場合は採用取り消し、延期、若しくは雇用の終了となる場合があります。
- a) 2026年3月29日（採用前）までに臨床研修修了証の写し、及び
 - b) 2026年8月31日（採用後）までに臨床研修修了登録証の写し。
- Additionally, upon selection, selectee undergoing the Clinical Resident Training shall submit the below Certificates by the specified dates. (Submission address will be provided after selection).
If /when the Certificates are not timely submitted, the appointment may be cancelled, postponed, or the employment may be terminated:
- a) By 29 March 2026 (Before Appointment), Copy of Certificate of Completion of Clinical Resident Training; **AND**
 - b) By 31 August 2026 (After Appointed), Copy of Certificate of Registration of Completion of Clinical Resident Training.
- 英語の能力を証明するものの写し** TOEIC, TOEFL, CASEC, 英検のみを有効な証明書として受け付けます。
(現/前基地従業員は ALCPT も可) その他の証明書、及び英語能力に関する自己申告は不可となります。
英語を日常言語とする方も上記証明書の提出が必要です。
Certificate of English Proficiency. Only TOEIC, TOEFL, CASEC, and EIKEN certificates are accepted as English Proficiency Test (EPT) certificate. (ALCPT certificate is acceptable for current/former USFJ employees.) Other EPT certificates or self-statement on English proficiency will not be accepted. The same applies to those whose native language is English.
 - 受験者のみ United States Medical License Examination (USMLE)のスコアと受験日。**

Copy of United States Medical License Examination (USMLE) Score with date of exam, if available.

日本国籍以外の方は、**在留カード（両面）及びパスポートのコピー。**

For non-Japanese citizen applicant, copy of Residence Card (front & back) and Passport.

110 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm)

12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 110 yen stamp (MPS is unacceptable.)

9. 応募書類提出方法 How to Submit Application Documents

応募者提出先

郵送、もしくは事務所窓口へ提出。

Applicants must submit to:

By mail or at the LMO/IAA office counter.

〒238-0011

神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階

(独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA)

管理第一係

電話番号 Phone 046-828-6959

〒238-0011

Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka

Yokosuka Branch of LMO/IAA

Management Section 1

受付時間：月曜—金曜、0830-1700 時（日本の祭日を除く）。雇用条件等のご質問はこちらにお問い合わせ下さい。

受付時間は変更になる事もありますので事前にご確認下さい。

Operating Hours: Mon-Fri, 0830-1700 (Closed on Japanese Holidays). Contact LMO/IAA for questions on conditions of employment. Contact in advance as the operating hours may change.

10. 事務処理欄 For Official Use

募集部隊担当 Activity POC : HMC Miller, Jeremiah

軍電 (DSN): 243-8674

PD No.: DHA-03F3-001-LT

PD is accurate and current. Certified by Activity: JJM

HRO: (rcvd:11/19)kh11/19

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.

提出された応募書類はお返ししません。Submitted applications will not be returned.

職務で必要とされる語学能力級 (LPL) レベルは下記をご覧ください。

See the below for the English Language Proficiency Level (LPL) required of the position:

2016 年 2 月 8 日前より継続雇用される現 MLC/IHA 従業員で、2016 年 2 月 8 日前に発行された ALCPT 試験結果をお持ちの方は、その試験結果の語学級レベルが「グランドファーザー」され、その方の現 LPL レベルとして考慮されます。

For current MLC/IHA employees who have been continuously employed since before 8 February 2016 and possess ALCPT test result dated prior to 8 February 2016, the attained "level" will be "grandfathered" and honored as the employee's current LPL.

LPL 語学能力級	TOEIC	ALCPT	TOEFL (PBT) Paper Based Test	TOEFL (CBT) Computer Based Test	TOEFL (iBT) Internet Based Test	CASEC	EIKEN 英検
4 – Exceptional Proficiency 特段の能力を要する	860 ~ 990	NA	600 ~	250 ~	100 ~	NA	1st
3 – Fluent proficiency 流ちょうな能力を要する	730 ~ 859	90 ~ 100	550 ~ 599	210 ~ 249	80 ~ 99	870 ~	Pre-1st
2 – Average proficiency 平均的な能力を要する	550 ~ 729	75 ~ 89	460 ~ 549	140 ~ 209	50 ~ 79	560 ~ 869	2nd
1 – Elementary proficiency 初歩的な能力を要する	400 ~ 549	65 ~ 74	430 ~ 459	120 ~ 139	40 ~ 49	475 ~ 559	Pre-2nd
Pre-1 – Minimal proficiency (準 1 級) 最小限の能力を要する	350 ~ 399	40 ~ 64	NA	NA	NA	NA	3rd
0 – No language proficiency 語学能力を要さない							

PRIVACY ACT STATEMENT 個人情報保護について

AUTHORITY: Executive Order 10450, 9397; and Japan Law Concerning Protection of Personal Information (Law No. 57 of 2003).

法令: 米国行政命令 10450, 9397 ; 及び 日本法・個人情報の保護に関する法律 (平成 15 年法律第五十七号)

PRINCIPAL PURPOSES: To record Personal Information for the purposes of executing the business operations of the U.S. Forces, Japan and protection of human life, safety and property, NOTE: Records will be securely maintained in either an electronic or paper form.

主目的: 人間の生命、安全、財産の保護と在日米軍の業務の遂行を目的として、個人情報を記録する為。

注記: 記録は電子書式、もしくは書面にて厳重に保管されます。

ROUTINE USES: To maintain Personal Data accurately with the most up-to-date content to the extent necessary to achieve the stated Principal Purposes.

利用目的: 主目的の達成に必要な、最新で正確な個人情報を維持する為。

DISCLOSURE: Disclosure of this information is voluntary; however, failure to provide the requested information may impede, delay or prevent further processing of administrative actions.

情報開示: 個人情報の開示は任意ですが、要求された情報を提供しなかった場合、その後の手続きの妨げ、遅れ、あるいは中断となる事があります。

VA (MLC) Format Revision: 8-7-2024