

**FACILITIES MANAGEMENT SPECIALIST
FACILITIES BRANCH
LOGISTICS DIVISION (G-4)
GS-1640-12**

INTRODUCTION

The Facilities Management Specialist, Facilities Branch, Logistics Division (G-4), position is located on the Assistant Chief of Staff (AC/S) G-4 staff of the Commander, U.S. Marine Corps Forces, Special Operations Command (MARSOC) at Camp Lejeune, North Carolina. MARSOC is one of four components of U.S. Special Operations Command (USSOCOM). The AC/S G-4 is a U.S. Marine Corps Colonel (O-6) supervising an 63-person Division providing logistics functional area support to the force, including: Logistics Operations; Contracting; Facilities and Military Construction Management; Material Readiness; and Strategic Mobility; and reporting to the Commander, MARSOC (COMMARFORSOC). The Commander, MARSOC (COMMARFORSOC) is a U.S. Marine Corps Major General (O-8) and reports to the Commander, U.S. Special Operations Command (USSOCOM). In this capacity, COMMARFORSOC exercises command over a force of over 3,500 active personnel from both the U.S. Marine Corps (USMC) and the U.S. Navy.

As the principal manager of facilities for the Head, G-4 Facilities Branch, the incumbent holds a position of great responsibility and influence over the operation and maintenance of more than one-hundred twenty separate facilities supporting the Headquarters and three Major Subordinate Commands (MSCs) organic to MARSOC [The Marine Special Operations Regiment (MSOR), the Marine Special Operations Support Group (MSOSG), and the Marine Special Operations School (MSOS)].

SPECIAL REQUIREMENTS

1. The incumbent must have the ability to obtain and maintain a Secret security clearance.
2. The incumbent may be required to work other than normal duty hours, which may include evenings, weekends, and/or holidays.
3. The incumbent must possess and maintain a valid state driver's license.
4. The incumbent must be familiar with Marine Corps automated data processing equipment (computers) and capable of operating Microsoft Office programs (Outlook, Word, PowerPoint, Excel, etc.), and other job-related software.