

Training Programs



The U.S. military in Japan is primarily looking to recruit those with experience, but there is a system to train inexperienced people at the Yokosuka Naval Base. Here we introduce two systems, the "Apprenticeship Program" to develop ship repair technicians, and the "Engineering and Planning Development Program (EPDP)" to train engineers.

SRF-JRMC Apprenticeship Program – To Become a Professional Workman through 4-year Program

US Naval Ship Repair Facility Yokosuka and Japan Regional Maintenance Center (SRF-JRMC), has been conducting ship repair for the U.S. Navy 7th Fleet for many years; however, because numerous proficient technicians with excellent skills and expertise have retired since the 1980s, the Apprenticeship Program for trainees has been established. This program, which is modeled on the apprenticeship program conducted in the Navy shipyards in the United States, plays an important role in training Japanese employees to become skilled workmen. The first term of the Apprenticeship Program to prepare new hires for ship repair workforce dates back to October 1985. After joining the shipyard and attending the new employee orientation, the trainee will be assigned to a factory, as determined at the time of employment, and will receive basic education for four months in each specialty. After this, employees receive long-term English training which is taught in English only. English classes are conducted by instructors sent from the agency, in accordance with the program offered by the United States Department of Defense (DoD) Language Institute at the Lackland Air Force Base in Texas. After the English training, students learn skills focusing on practical training under the guidance of instructors and foremen at each workplace. Many students have completed this Apprenticeship Program since the program was implemented and factory managers and foremen from among these graduates are still active in many SRF-JRMC workplaces.



- ▶ Application period: Scheduled twice a year (around July and January)
- ▶ Eligibility: Ability to understand Japanese language at the level of High school graduate or equivalent
- "SRF-JRMC Apprenticeship Program" has begun at SRF-JRMC Sasebo Detachment since April, 2017. See ▶ https://www.imo.go.jp/recruitment/syokuba_hatarakikata/pamph.html



Engineering and Planning Development Program (EPDP) – To Become an Expert in Technical Support through 4-year OJT

SRF-JRMC is a full-service ship repair facility for US Navy vessels to include complex maintenance, modernization, docking, fly-away, and emergency repair. In order to carry out these duties, SRF-JRMC must maintain a technical workforce with specialized knowledge of ship repair. For this reason, SRF-JRMC has established the Engineering and Planning Development Program (EPDP) to sustain skilled personnel with a long-term perspective. The purpose of this program is to develop and mentor inexperienced personnel to become fully qualified specialists in four years as a member of Engineering and Planning & Estimating Divisions. Applicants are required to understand general engineering principles and theory from either mechanical, electrical, electronics, structural, or naval architectural fields. An applicant with knowledge of college level engineering is requested for this program. EPDP consists of a combination of classroom instructions on ship repair technics and theories, on the job training (OJT) at work sites, and English language training provided by SRF-JRMC Language Training Division as part of the curriculum. Off the job training (OFF-JT) may also be provided to acquire certification(s) required for the job. Although English ability is not required at time of employment, knowledge, skill, work attitude and English ability will be evaluated periodically and the EPDP program is targeted to be completed in four years. Motivated and enthusiastic individuals are wanted to join SRF-JRMC to accomplish our mission "Keep the SEVENTH Fleet Operationally Ready."



- ▶ Application period: Scheduled around March
- ▶ Eligibility: Completion of 4-year college/university in any field or one year of clerical, technical or administrative work experience in any field.
- See the movie "Linchpin of Pacific" that introduces SRF-JRMC on ▶ <https://www.srf.navy.mil/About-Us/Linchpin-of-the-Pacific/>

YouTube SRF 要 Search



Employment and Working Conditions

Limitations on Employment

The labor furnishing contracts concluded between the Government of Japan and the United States Government stipulate that the following persons cannot be hired by the Government of Japan (Minister of Defense) for the USFJ.

Master Labor Contract (MLC) and Mariners Contract (MC)	Indirect Hire Agreement (IHA)
Members of the United States Armed Forces (USFJ) its civilian components or their dependents	United States civilian personnel
People undergoing sentence of imprisonment	
People under 18 years old	
People whose employment is prohibited or restricted by labor legislation	

Types of Employment

There are two main types of employment for MLC and IHA Permanent and Temporary employees.

Permanent	Trial Period Employees	Workers hired for permanent employment work as Trial Period Employees during the first six months. (The trial period may be extended, shortened or exempted.)
	Permanent Employees	Permanent Employees are hired for an indefinite periods of time after a trial period.
Temporary	Daily Employees	Daily Employees are hired on a daily basis for a period not exceeding one month.
	Limited Term Employees	Limited Term Employees are hired for a period not exceeding four months (the period may be extended once for a period not exceeding two months) or for a period not exceeding two years.
	Post-Retirement Employees	Post-Retirement Employees are hired until they reach the age 65 after they had been employed as permanent employees and were terminated under the Advanced Age provision.
Hourly Pay Temporary Employees (HPT)	HPTs are employees hired only under the IHA for a period not exceeding one year in order to do temporary work or to assist permanent employees.	

* Trial Period, Permanent, Limited Term, and Post-retirement employees include full-time and part-time employees.
 - Full-time employees work for 40 hours per week. - Part-time employees work for less than 40 hours per week.

Base Pay

Basic Wage Table and Grade (Grade 1 to 10) are determined for each job title, and unless the job title is changed, the grade will not be changed in principle. The amounts of base pay for typical job titles are as follows.

Basic Wage Table	Clerical and engineering work	Skilled and labor work	Security and firefighting	Medical work	Nursing
Grade	Grades 1 to 10	Grades 1 to 10	Grades 1 to 7	Grades 1 to 5	Grades 1 to 4
Base Pay (for full-time employees)	e.g.) Budget Analyst Step 17, Grade 6 ~ 289,200 yen ~	e.g.) Crane Operator Step 13, Grade 6 ~ 260,400 yen ~	e.g.) Fire Fighter Step 5, Grade 2 ~ 246,600 yen ~	e.g.) Dental Hygienist Step 5, Grade 3 ~ 239,800 yen ~	e.g.) Nurse Step 5, Grade 2 ~ 254,700 yen ~
	e.g.) Secretary Step 1, Grade 4 ~ 242,000 yen ~	e.g.) Counter Attendant Step 5, Grade 3 ~ 219,500 yen ~	e.g.) Guard Step 9, Grade 1 ~ 225,600 yen ~		
Step	The step of base pay usually starts from the minimum step at the time of employment, but increases every year on January 1 as a periodic pay raise.				

* The amounts of base pay are as of January 1, 2026 and are subject to change.

Allowances

Allowances are provided to eligible employees in certain condition.

Major allowances	Description
Family Allowance	Family allowances are provided to employees who support their dependents. Child: 13,000 yen. Dependents other than spouse and child: 6,500 yen per person. *No allowance will be provided for spouses starting in April 2026.
Commutation Allowance	Commutation allowances are provided to employees who use transportation services to commute to work (up to 150,000 yen).
Housing Allowance	Housing allowances are provided to employees who rent houses or rooms (up to 28,000 yen).
Regional Allowance	Regional allowances are provided to employees who work in areas with high wage levels in the private sector. Employees working on USFJ bases under the jurisdiction of the Yokota Branch Office are eligible for this allowance (amount: (base pay + family allowance) × allowance rate (2% to 20%)).
Overtime Pay	Overtime pay is provided to employees who work outside their regular duty time.
Summer and Year-End Allowance	[The amounts of Summer Allowance and Year-End Allowance are those equal to 2.325 months of Base pay, etc., respectively and 4.65 months in total.]
Cold Area Allowance	Cold Area allowances are provided annually, from November until March of the following year, to Trial Period Employees, Permanent Employees, and Senior Employees who work in cold areas. Employees working on USFJ bases under the jurisdiction of the Misawa Branch Office are eligible for this allowance.
Retirement Allowance	Retirement allowances are provided to Permanent employees when their employment is terminated.

* The amounts of pay and allowances in the above table are as of January 1, 2026 and are subject to change. Some of the allowances may not be available depending on the type or area of employment.
 * Please refer to P5~6 for LMO branch office that is in charge of each US base.