

HOW TO APPLY FOR A DIMA POSITION IN JAPAN

FOLLOW THESE EASY STEPS AND BECOME A DIMA SOLDIER TODAY

1. Go to the [HRC Portal Vacancy Search](#) at:
 - It can also be found under My Records under the Tools icon
 - ****YOU MUST BE LOGGED ONTO YOUR AKO ACCOUNT****
2. Click on Vacancy Search
 - In the middle column at the very bottom
3. Enter the following in the search criteria:
 - Vacancy Type: **IMA**
 - State/ Region: **Pacific**
 - Pay Grade: **Your pay grade**
 - MOS: **MOS you currently hold**
4. Click the Display Vacancies button and the IMA search result should generate a list which you qualify for in the Pacific area. If there is a match write:
 - UIC
 - PARA Number
 - LINE Number

THINGS TO REMEMBER

- Your MOS must match the requested position
- Requested position must be either one below or two above your pay grade
- Must either be assigned in or eligible for reassignment into the IRR
- Must be a minimum of SGT/ E-5
- Must have a current physical exam and HIV screening test
- Hold a current security clearance

REQUIRED DOCUMENTS

- BIO, ORB, BRB, or Resume of Service
 - Last 3 Evaluation Reports
 - Most current DA Photo
 - Most current DA 705 (APFT Score Card)
 - Most current DA 5500 (Male) or DA 5501 (Female) Body Fat Content Worksheet if applicable
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THE FOLLOWING IS A LIST OF ALL AVAILABLE UIC'S

- W0ATAA (US ARMY JAPAN)
- W094AA (US FORCES JAPAN)
- W03H08 (CHPPM-PAC)
- W4BVAA (835TH TRANSPORTATION BATTALLION-OKINAWA)

If you meet all of the above requirements, please send your request via [our contact page](#). Ensure you state the UIC and Para/ line number in your e-mail. We will follow up with you to coordinate the receipt of your personal documents if there is potential for a match.