

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Foreman (Carpenter) #184562

ANNOUNCEMENT NO. 092-2017

SALARY: WS-214 / Minimum \$28,912 / Maximum \$59,176 annually

LOCATION: LA Military Department (LANG-GL), Gillis W. Long Center, Carville, Louisiana

OPEN: 7 July 2017

CLOSE: Open Until Filled

NOTE: Louisiana Military Department State Vacancy Announcements and LANG-LMD-H Form10 (State Application) are posted at <http://geauxguard.la.gov/join-us/state-technician-vacancies>

In accordance with R.S. 42:1701, if you are nominated for this position, you will be required to undergo a criminal background check prior to commencement of employment with the Louisiana Military Department.

EMPLOYEES IN THE MILITARY DEPARTMENT UNCLASSIFIED SERVICE, PERMANENT OR TEMPORARY, ARE EMPLOYED "AT WILL" AND MAY BE SUBJECT TO TERMINATION OR EXPIRATION OF APPOINTMENT, WITH OR WITHOUT CAUSE.

1. **AREA OF CONSIDERATION:** (1) Active Louisiana National Guard Members; (2) Retired National Guard Members and Retired Military Members; (3) those eligible for Louisiana State Guard Membership.

2. **QUALIFICATIONS:** (In addition to below, see application procedures).

a. **SPECIFIC:** Must possess solid knowledge and understanding in the carpentry field and in the maintenance of carpentry shop equipment. Must be able to read and interpret blueprints. Must have the ability to organize and prioritize work orders for short range and long range planning requirements. Must have the ability to work and communicate effectively with peers, superiors, subordinates, agency personnel and the public.

b. **GENERAL:** Must have a valid Driver's License, Social Security Card and Birth Certificate. Must qualify to obtain a Common Access Card (CAC). Ability to work and communicate effectively with peers, superiors and subordinates. Travel may be required. Must be available to report to duty during emergency or disaster situations.

c. **OTHER REQUIREMENTS:** The LA Military Department is a substance abuse and drug free workplace. In accordance with the Military Department Drug Testing Policy, all new employees are subject to mandatory drug testing. Thereafter, all employees are subject to random drug testing. Must meet physical requirements to perform functions of the position. Ability to work and communicate effectively with agency personnel and the public. Must attend/complete all mandatory LMD training (Ethics, SHARP, Suicide Prevention, etc.) and fosters sexual harassment free environment.

3. **CONDITIONS OF EMPLOYMENT:** By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

a. Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.

b. Applicants who are active members of the Louisiana National Guard or uniformed members of the Louisiana State Guard must wear the appropriate military uniform and meet prescribed military grooming standards.

4. POSITION DESCRIPTION: Performs carpentry work under the general supervision of the Construction Superintendent. Construct, repair and modification of various wooden products and wood substitutes, venetian blinds and shades, broken window panes, window sills, screen doors, towel racks, hat racks, rocking chairs and various other pieces of window panes, window sills, screen doors, windows, towel racks, hat racks, rocking chairs and various other pieces of furniture. Personally involved in every project and ensures 100% completion. Provide daily and weekly updates. Identify and correct carpentry issues during routine inspections and tracks his personnel to ensure accountability and efficiency. Install and/or replaces floor tile, laminate, VCT and linoleum. Install laminated plastic on the counter tops and shelves. Adjust and/or replace doors. Build shelves in closets, tables, stand, etc. Construct forms for pouring concrete, install reinforcing metals, places concrete and finished slabs. Sands, finish and refinish varnished and stained furniture and other finished articles of wood. Construct all manner of detailed carpentry projects from shop drawings, layouts, surveys or blueprints. Implements layouts of necessary alterations for the installation of new equipment. Comply with OSHA and other safety requirements. Drive trucks up to two tons and forklifts in performance of duties. Assist in other crafts outside the scope of his regular duties. Must maintain and wear all safety related equipment and/or report any violations of deficiencies. Must use energy conservation measures and ensure that these measures are taken daily before leaving the job site. Maintain accountability of all equipment and/or ensure data cards are up to date. Maintain and practice good environmental protection measures. Must attend/complete all mandatory LMD Training (Ethics, SHARP, Suicide Prevention, etc.) and foster a sexual harassment free environment. Perform other duties as assigned.

5. APPLICATION PROCEDURES: All Applicants must complete a LANG-LMD-H Form 10 (State Application) and attach a legible copy of their Official Birth Certificate, Driver's License and Social Security Card. Resumes are optional and will not be accepted unless they are submitted with the LANG-LMD-H Form 10 (State Application). **The LANG-LMD-H Form 10 (State Application) is located at <http://geauxguard.la.gov/wp-content/uploads/2016/10/LMD-H-Form-10-State-Application-pdf-10-25-2016NEW.pdf>.** Application(s) must be submitted to the appropriate LMD Human Resources by the close date, no later than 4:00 p.m.

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