

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Equipment Operator #50353108

ANNOUNCEMENT NO. 131-2017

SALARY: WS-213 / Minimum \$27,019 / Maximum \$55,307 annual salary

LOCATION: LA Military Department (LANG-CM), Minden, Louisiana

OPEN: 8 September 2017

CLOSE: 22 September 2017

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 have computer skills, with a working knowledge of Microsoft Office. Must have the ability to operate tools, such as circular saw, impact wrench, chain saw, auger, drill and various other hand tools necessary to complete mission.

b. **GENERAL:** Must have a valid Driver's License, Social Security Card and Birth Certificate. Must qualify to obtain a Common Access Card (CAC) Card. 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. Must have the ability to work and communicate effectively with agency personnel, peers, superiors, subordinates and the public. Must complete SHARP Training and all LMD annual training requirements. Must adhere to the Code of Ethics and foster a 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:** Perform and operate on asphalt street repairs and parking lot repairs by digging out the bad asphalt, placing and compacting fill material, then placing asphalt in the holes to complete the repairs. Provide quality control on the project sites and on site management of the repairs completed. Perform maintenance on all un-improved surfaces such as range roads and roads supporting training efforts on the facility. Ditching, grading, shaping and covering such roadways. Perform assigned tasks on various projects as assigned. Trench and dig drainage ditches, placement of rip rap, grass seed, matting and various other methods of erosion control. Prepare bills of material for all projects worked on. Pick up material from source as needed for assigned projects. Maintain clean work site and perform maintenance on tools and equipment as required. Operate and maintain a variety of heavy equipment. Operator training and operator license are required and license renewals on all equipment maintained by employee. Perform PMCS duties as per equipment specification. Interpret work required from service orders, scopes of work and project blueprints for oversight on the project and for on-site quality control. Maintain required reports, labor time tickets, vehicle maintenance records and various other reports as required. Attend monthly safety meetings. 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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