

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Technician (Electrical) -*Temporary

ANNOUNCEMENT NO. 163-2017

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

LOCATION: LA Military Department (LANG-CB), Camp Beauregard, Pineville, Louisiana

OPEN: 9 November 2017

CLOSE: 22 November 2017

****Temporary Appointment:*** *Expires upon return of mobilized employee. Earns Leave & Eligible for Benefits.*

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 areas of electrical maintenance tasks. Ability to organize tasks and prioritize duties for preventive, routine and emergency electrical maintenance tasks. Must possess a solid working knowledge of other construction and maintenance trade activities (plumbing, HVAC, etc.)

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:** Execute routine, preventative, and emergency electrical work orders. Grasp organizational policies, standard operating procedures and facility layout. Perform journeyman level work in electrical tasks. Maintain and update the FE work order system on electrical related items. Train offender work crew in the safe operation and maintenance of power and hand tools. Supervise and coordinate offender work crews IAW LAARNG and DOC rules and regulations. Develop bills of materials for electrical work packages, work orders and projects. Read and interpret blueprints, schematics and shop drawings for construction and fabrication projects. Procure parts and materials within established guidelines. Control, secure, inventory and dispatch tools, materials and equipment. Serve as Camp Beauregard liaison for electrical utility contractual services/projects and/or annual military training projects. Coordinate maintenance of electrical distribution systems with the local utility company. Demonstrate strong communication skills interacting with organizational personnel, tenants and contractors. Assist FE team members in trouble shooting and repairs of plumbing, electrical and HVAC systems. Attend schools, classes, seminars and meetings as required. Operate computer with MS Windows operating system and Microsoft Office software. Work with minimal guidance, instruction or supervision. Accessible after normal duty hours, weekends and holidays as required. Represent the Utility Building Superintendent in his absence. 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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