

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Auto Mechanic #187820

ANNOUNCEMENT NO. 093-2018

SALARY: WS-210 / Minimum \$25,896 / Maximum \$46,446 annually

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

OPEN: 29 May 2018

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:** Experience in automotive and small engine repair. Knowledge of the use of power tools and diagnostic machines.

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. Must have the ability to work and communicate effectively with agency personnel, peers, superiors, subordinates and the public.

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 attend/complete all LMD annual training and other training required for the position. 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:** Performs routine mechanic repairs, maintains diesel engines, runs diagnostic tests, find the sources of problems and removes and replace faulty parts. Maintains engines by checking water-cooling systems of clean air and oil filters to prevent engine from breaking down. Takes the engine a part, replace worn parts and put the engine back together. Uses many kinds of tools, including pliers, wrenches, screwdrivers, grinders, drills and lathes. Performs routine automotive/diesel repairs, i.e. engine tune-ups, oil and filter changes, lubrication, tire repairs, brake repairs, replacement of hoses and drive belts. Perform diagnostic evaluation/troubleshooting techniques on automobile/diesel problem or evaluates the vehicle to an outside source for repairs. 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. Performs 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.

Ms. Carol Hadley
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