

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Technician (Mechanic) -*Temporary

ANNOUNCEMENT NO. 070-2018

SALARY: WS-213 / Minimum \$1,220 / Maximum \$2,188 bi-weekly

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

OPEN: 20 April 2018

CLOSE: 4 May 2018

**Temporary Appointment – Earns Leave; Eligible for Benefits. Expires 30 July 2018.
Possible conversion to Permanent Position pending future funding.*

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 three to five years heavy construction equipment repair. Must attend State Employee Driver Training Class and an approved Department of Corrections Offender Supervision Class within the first six months of employment. Must have the ability to lift 50 lbs. unassisted, including above the shoulder. Must be capable of obtaining a LaCarte Purchase Card. Must be accessible after normal duty hours, weekends and holidays as required.

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: Functions as the Camp Beauregard Range Control Maintenance Equipment Repair Mechanic to support all motorized range equipment. Work with minimal guidance, instruction or supervision on equipment ranging from chainsaws and mowers to tractors and excavators. Demonstrate strong communication skills interacting with organization personnel and contractors. Supervise assigned personnel and range employees performing maintenance of equipment. Become trained and receive the LaCarte Purchase card for the purpose of schematics and shop drawings for equipment repair and fabrication projects. Schedule all oil and fluid service and ensure the correct filters are utilized. Maintain and update all equipment records to include all services performed and parts repaired on each single item equipment. Perform daily, weekly and monthly inspection as recommended by equipment manufacturer. Operate recovery assets to remove broken equipment from ranges and training area. Build, repair and replace hydraulic systems ranging from 20 hp tractors to 500 hp motor grades with on-site tools and presses. Perform diagnostic of electrical systems and repair faults as required. Responsible for coordination with all vendors for repair parts, transportation and purchase closeouts. Build and maintain equipment maintenance budget to present to ITAM Coordinator for both monthly and yearly execution. Serve as Environmental Compliance Officer for Range Control Section. Ensure everyday on hand quantity and types of lube, oils and fuels are available and low stock is reordered timely. Perform track repair to dozers, skids, steers and excavators. Maintain safe and secure work environment as the shop and tool room manager. Report to work on time, dress IAW LMD SOP, personal hygiene IAW LMD SOP and follow all regulations and SOPs for the area working in and complete required training. 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.

Ms. Wenda Woolf

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