

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Technician (Utilities) #184475

ANNOUNCEMENT NO. 012-2019

SALARY: WS-211 / Minimum \$27,706 / Maximum \$49,691 annually

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

OPEN: 16 January 2019

CLOSE: 30 January 2019

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:** Experienced in facility maintenance. Ability to read and interpret blueprints, schematics and shop drawings. Ability to supervise employees. Working knowledge and ability to operate computer with Microsoft software for scheduling work, reporting work performed, maintenance records and correspondence.

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. The successful applicant will be required to join the Louisiana State Guard as a condition of employment. Service in the Louisiana State Guard does not require the applicant to perform military training, periodic inactive duty (monthly drills), nor does it require deployment outside of the State of Louisiana. The applicant can expect that service in the Louisiana State Guard to be substantially the same as normal State Government working conditions.

4. **POSITION DESCRIPTION:** Serves directly under the supervision of the Utilities Superintendent. Responsibilities are to provide supervision to electrical, refrigeration, heating, ventilation and air conditioning personnel and functions at the Gillis W. Long Center. Supervisory responsibility for control of work operation and subordinates. Works with general instructions, standard procedures and established policies. Accountable for the quality of work produced. Anticipate requirement and make necessary recommendations for the efficient and economic accomplishment of assigned work by subordinates within general work schedules set by higher supervisory levels. Supervises Journeyman Electricians in the installation, maintenance, operation and repair of the electrical facilities, which include power and lighting systems up to 4,160 volts, elevators, automatic doors, diesel powered emergency generators, fire alarm systems, etc. Supervises Journeyman HVAC Mechanics in the installation, maintenance, operation and repairs of organic HVAC and refrigeration system ranging down from 600 ton central heating and cooling plant, low and medium temperature walk in coolers and freezers, residential central units, domestic refrigerator, etc. Maintain and recharge air conditioning systems with the proper amount of lubricant and Freon. Maintain overhaul and repair pumps, motors control systems, piping and other equipment used in refrigerating and air conditioning systems. Comply with OSHA and other safety requirements. Must maintain and wear all safety related equipment and/or report any violations or 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 respond to tenant requests with professionalism and courtesy. Must inform the supervisor of all telephone and address changes. 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. Carol Hadley
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