



LOUISIANA MILITARY DEPARTMENT

LANG - J6, Jackson Barracks

Network / Computer System Administrator

50388361

ANNOUNCEMENT NO. 013-2026

OPENING DATE: January 22, 2026

CLOSING DATE: February 05, 2026

***SALARY:**

MT-312 \$50,003 - \$60,008

MT-313 \$53,498 - \$64,210

MT-314 \$57,242 - \$68,702

*Salary indicates typical starting range. Level will be determined by qualifications.

BENEFITS

Insurance: Medical, Dental, & Vision

Paid Holidays: 10 plus proclaimed

Annual Leave: 96 hours per year with tenure increases

Sick Leave: 96 hours per year with tenure increases

JOB TYPE: Unclassified

Current Classified employees must give up their designation to accept this position.

POSITION DESCRIPTION:

Provides Tier I and Tier II technical support for LMD/LANG Employees using enterprise automated information systems, diagnosing and resolving hardware, software, and network issues, and escalating Tier III incidents as appropriate. Installing, configuring, and troubleshooting workstation and network operating systems, application software, device drivers, and security configurations. Performing system imaging, disk sanitation, asset accountability, and warranty tracking in accordance with DoD or State IT lifecycle management policies. Implementing and controlling Audio Visual resources, such as PA sound systems, AV Projection sources and Video Conferencing at various venues and events. Supporting fielding activities, operational testing, and system upgrades to ensure mission readiness and continuity of operations. Conducting technical analysis and in-depth research to identify root causes of system issues and coordinate resolution with subject matter experts, cybersecurity personnel, or higher-level support elements. Applying Information Assurance (IA) and Cybersecurity policies, including system hardening, anti-virus management, log review, and support of cyber anomaly detection activities. Installing, configuring, and maintaining end-user devices, servers, peripherals, and network components across multiple operating systems and hardware platforms. Participating in site surveys and technical assessments to verify compliance with security technical implementation guides (STIGs), network operations standards, and approved software installation practices. Providing direct customer support and training, including new-user orientation, system demonstrations, and technical guidance to minimize mission disruption. Maintaining accurate configuration management, hardware/software inventories, and service documentation in enterprise databases or configuration management systems. Perform other duties as assigned.

POSITION QUALIFICATIONS:

Bachelor's degree in Computer Science, Information Technology, or related field (or equivalent experience). Top Secret security clearance. A Security Plus certification or the ability to obtain certificate within 6 months of hiring. Minimum of 3 years of IT support experience in a Windows + Microsoft 365 environment. Experience administering Teams and Share Point, including permissions and basic governance concepts. Must have knowledge of computers, software, and AV peripherals used by LANG. Knowledge of the IAVA process. Knowledge of security logs and group policy objects and how they are stored and accessed.

GENERAL REQUIREMENTS:

- Must have a valid Driver's License, Social Security Card and Birth Certificate.
- Must qualify to obtain a Department of Defense Common Access Card (CAC) Card.
- Must be available to report to duty during emergency or disaster situations.
Other periodic travel may be required.
- Must meet physical requirements to perform functions of the position.
- Must attend/complete all Louisiana Military Department (LMD) annual training and other training required for the position.
- Must adhere to the Code of Ethics and foster a Sexual Harassment-Free Environment.

CONDITIONS OF EMPLOYMENT: By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

- All LMD positions require in-office attendance. This is not a remote position.
- Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.
- For positions requiring computer/email access selected applicant must qualify to obtain a Department of Defense Common Access Card (CAC) Card and maintain eligibility
- LMD is a substance abuse and drug free workplace. The selected applicant must pass a pre-employment background investigation and pre-employment drug test. Thereafter, all employees are subject to random drug testing.
- To become an employee of the LMD you must be a current member of the Louisiana National Guard or eligible for membership in the Louisiana State Guard.
- The selected applicant must pass a pre-employment criminal background investigation prior to employment.

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).

- **State Application:** The LANG-LMD-H Form 10 (State Application) is located at:
<http://geauxguard.la.gov/join-us/state-technician-vacancies>

Application(s) must be submitted to the appropriate LMD Human Resources point of contact below by the Close Date, no later than 12:00 a.m. CST:

Mrs. Dawn Riess
LMD-HR (LANG-JB)
6400 Saint Claude New Orleans, LA 70117
E-mail: dawn.t.riess.nfg@army.mil