



LOUISIANA MILITARY DEPARTMENT

LANG-GL, Gillis W. Long Center (Carville, LA)

MIL Police Officer (MP-2)

#50345785

ANNOUNCEMENT NO. 118-2026

OPENING DATE: July 16, 2026

CLOSING DATE: July 30, 2026

***SALARY:**

MP-110 \$40,082- \$48,110

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

JOB TYPE: Unclassified

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

BENEFITS

Retirement: LASERS

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

POSITION DESCRIPTION:

Responsible for supervising Police Officers (MP-1) assigned to shift. Conduct and assist with inventories of assigned gear and equipment. Conduct inspections of assigned officers and equipment at the beginning, during, and completion of shift. Rate and counsel officers assigned based on performance and abilities. Create, maintain, and update working schedules for shift. Submit split requests to units as needed. Ensure that all reports, blotters, and paperwork are completed and submitted daily with all required correct information. Approve or deny leave in accordance with current policy and procedural manuals. Responsible for enforcing all State and Military laws and enforcing all Post policies and procedures according to LARS and UCMJ on Gillis Long Center. Daily duties include patrolling all areas and outer perimeters of post, conducting building checks for security measures and manning ACPs for control access to sensitive property as well as the safety of all residence on Gillis Long Center. Additional duties include traffic enforcement, accident investigations, conducting radar, report writing, escorts, maintain a daily entrance staff journal and other duties as assigned. Conduct 100% ID check will have contact with all personnel (military, civilian and VIPs) entering Gillis Long Center. All police officers will take pride in appearance of uniform as well as maintain duty gear and equipment and strive for a safe work environment. Police officers are to follow all procedures and guidelines that are stated in the Force Protection SOP. All duties assigned are to be conducted tactfully and professionally with minimal supervision and the use of discretion must be exercised when faced with situations and adversities.

POSITION QUALIFICATIONS:

This position requires carrying a firearm and applicant must be cleared to carry a firearm. Law Enforcement or Criminal Justice background is required. Must have a clean driving record. Must not have criminal arrest record. Must be able work various hours and shifts. Must be available to work weekends and holidays; must have phone and reliable transportation. Must be able to complete POST Certified Law Enforcement Academy. Obtain a minimum score of 96 on the POST firearms course and minimum score of 80 on the Military Police course. Must take a written test and performance evaluation on defensive tactics with a minimum score of 80%. Weapons Qualifications (Post and M9 Courses), Defensive Tactics, Expandable Baton Course. Must have computer basic knowledge and the ability to prepare effective written reports. Trained with Vehicle Lockout Tool. Must complete Anti-Terrorism 1 and Defensive Driver Course. Must maintain a working knowledge of Microsoft Office Programs. Must complete CPR/AED Certification.

Equal Opportunity Employer and State as a Model Employer (SAME)

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:

Ms. Tracey S. Rabalais
LMD-HR (JCP - Gillis W. Long Center)
5445 Point Clair Road, Carville, LA 70721
Email: tracey.s.rabalais.nfg@army.mil