LOUISIANA MILITARY DEPARTMENT

LANG-ANG, Belle Chasse, LA

Tradesman (HVAC) 1, 2, or 3

50306244

ANNOUNCEMENT NO. 199-2026
OPENING DATE: November 05, 2026
CLOSING DATE: November 19, 2026

***SALARY:**

MW-210 $35,734 - $42,890
MW-211 $38,230 - $45,885
MW-212 $40,914 - $49,109

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

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

JOB TYPE: Unclassified
Current Classified employees must give up their designation to accept this position.

POSITION DESCRIPTION:

Performs routine, preventive, corrective, and emergency maintenance, repair, and installation of heating, ventilation, and air conditioning (HVAC) systems and related equipment. Executes journeyman-level HVAC work, including troubleshooting, diagnosing, repairing, installing, and maintaining commercial and industrial HVAC equipment, while maintaining and updating the Facilities Engineers (FE) Work Order Management System to accurately document inspections, maintenance actions, repairs, and completed work orders. Applies a thorough understanding of organizational policies, standard operating procedures (SOPs), and facility layouts to ensure work is completed safely, efficiently, and in compliance with applicable requirements. Trains and supervises offender work crews in the safe operation, proper use, and preventive maintenance of hand and power tools in accordance with Louisiana Army National Guard (LAARNG), Department of Corrections (DOC), and safety policies, procedures, and regulations. Develops bills of materials, estimates labor requirements, and prepares work packages for HVAC maintenance, repair, renovation, and construction projects. Reads and interprets blueprints, schematics, specifications, and shop drawings to support installation, maintenance, fabrication, and repair projects. Procures HVAC parts, materials, tools, and equipment in accordance with established procurement guidelines and budget limitations; maintains accountability, inventory, security, and distribution of program tools, equipment, and materials; and assists with planning, coordinating, inspecting, and overseeing HVAC-related contracted services, construction projects, and Annual Training military support projects. Coordinates maintenance involving facility utility systems and works with local utility providers as needed. Maintains effective communication and professional working relationships with organizational personnel, tenants, contractors, vendors, and military personnel, and assists FE personnel with troubleshooting, maintenance, and repair of plumbing, electrical, and other facility systems as workload requirements dictate. Performs all other duties assigned with minimal supervision, sound judgment, and independent decision-making. Maintains availability for emergency call-back during non-duty hours, weekends, holidays, and other emergency situations as mission requirements require, and performs other related duties in support of the Facilities Engineers mission.

POSITION QUALIFICATIONS:

The candidate must possess a thorough working knowledge of Windows, the Microsoft Office Suite, and other technology skills required to perform assigned duties. The employee must hold a valid Louisiana driver's license and be able to provide required employment eligibility and identity documentation. The employee must be able to communicate and work effectively with peers, supervisors, Guardsmen, agency personnel, and the public. Travel may be required, and the employee must be available to report for duty during emergency or disaster situations. The State Military Department is a substance-abuse-free and drug-free workplace; in accordance with the State Military Department Drug Testing Policy, all newly hired employees are subject to mandatory drug testing. The employee must meet the physical requirements necessary to perform the essential functions of the position and possess a solid working knowledge of HVAC maintenance tasks. The employee must also be able to organize and prioritize preventive, routine, and emergency HVAC maintenance duties.

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 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
Email: dawn.t.riess.nfg@army.mil