**ARMY TECHNICIAN VACANCY ANNOUNCEMENT**

**IDAHO NATIONAL GUARD**

**HUMAN RESOURCE OFFICE**

**4794 GEN MANNING AVE., BLDG 442**

**BOISE, IDAHO 83705-8112**

**IDAHO ARMY NATIONAL GUARD TECHNICIAN VACANCY**

<http://inghro.idaho.gov>

**ANNOUNCEMENT NUMBER: 15-111**

**OPENING DATE: 02 MAY 2015**

**CLOSING DATE: 01 JUNE 2015**

**\*\*\*APPLICATIONS MUST BE RECEIVED NLT 11:59 PM (MST)** **ON THE CLOSING DATE\*\*\***

**POSITION: SURFACE MAINTENANCE MECHANIC SUPERVISOR**

**TENURE: PERMANENT**

**UNIT/LOCATION: FMS 2 - CALDWELL, IDAHO**

**AREA OF CONSIDERATION: CURRENT MEMBERS OF THE IDAHO ARMY NATIONAL GUARD**

**MILITARY REQUIREMENTS: E8, WOC, AND UP TO CW4**

**MOS: 25, 88, 91, 92, 94, 882A**

**PAYPLAN: WS-5801-11**

**-------------------------------------------------------------------------------------------------------------------------------------**

**ELIGIBILITY REQUIREMENTS:**

**\*Candidates may have to obtain and maintain a Secret Security Clearance\***

**\*PCS is not authorized\***

**MEMBERSHIP IN THE ARMY NATIONAL GUARD IS REQUIRED:**  This is an Excepted Service position that requires membership in the Idaho Army National Guard as a condition of employment.  Selectee will be required to wear the military uniform.  Acceptance of an Excepted Service position constitutes concurrence with these requirements as a condition of employment.  Loss of military membership will result in immediate loss of your full-time military technician position.

**In accordance with the Labor Management Agreement, Article 18, Promotions:**

**Area of Consideration**

**The area of consideration for all Idaho National Guard bargaining unit positions will be as follows:**

**(1)   Bargaining unit members**

**(2)   All other individuals**

**This does not preclude management from selecting either Section (1) or Section (2) applications after Section (1) applicants have been considered.**

 **We are currently not accepting on-line applications.  Please use the following information to submit your application:**

**- By Mail or Hand Deliver to:**

 Idaho National Guard

  Human Resource Office/Staffing

  4794 Gen Manning Ave,  Bldg 442

  Boise, Idaho   83705-8112

- Email or Fax requires prior approval from the HR Staffing Specialist for each application submitted. Generally, you must be deployed or otherwise unable to mail or hand deliver due to unusual circumstances to gain approval.

**-------------------------------------------------------------------------------------------------------------------------------------------**

**HOW TO APPLY:**

**To apply for this position, you must provide a complete Application Package, which includes the following required documents. Failure to provide complete information will result in your not receiving consideration for this position.**

**1.  Current signed Resume. PLEASE ANNOTATE THE JOB ANNOUNCEMENT NUMBER ON YOUR RESUME**

**2.  ALL DD214s or memorandum stating why you do not have any DD214s**

**3.  Explanation of Specialized experience**

**4.  Transcript (if using education to substitute for experience, you must submit a transcript). A copy of a diploma DOES NOT constitute a transcript**

**5.  Job related certificates and licenses (optional)**

**WHAT TO EXPECT NEXT:**

After the position closing date, your application will be reviewed in full.  If qualified your application will be forwarded to the hiring official.  If further evaluation or interview is required you will be contacted.

**DUTIES AND RESPONSIBILITIES:**

The purpose of this position is to supervise workers directly or through subordinate leaders and/or supervisors in accomplishing work of the function. Plans work operations of great scope, complexity, and administrative authority. Determines the sequence, priority, and time for performance of operations within the limits of broad work schedules and time limits. The occupation and non-supervisory grade level which best reflects the nature of the overall work operations supervised is Surface Maintenance Mechanic, WG-5801-11.

b. DUTIES:

(1) Planning: Plans use of subordinate workers, equipment, facilities, and materials on a week-to-week or month-to-month basis. Establishes deadlines, priorities, and work sequences, and plans work assignments based on general work schedules, methods, and policies set by the supervisor. Coordinates work with supporting or related work functions controlled by other supervisors. Determines the number and types of workers needed to accomplish specific projects. Determines skills, materials, and equipment required to do the work. Redirects individual workers and resources to accomplish unanticipated work. Informs the supervisor of the need to revise work schedules and re-estimate labor and other resources. Participates in the initial planning of current and future work schedules, staffing needs, estimates, and recommendations as to scheduling projected work. Assists the supervisor with quarterly funding distribution and decisions, based on operational needs for units supported by customer activities. Reviews funding requirements, prioritizes request and allocates funding based on readiness, training, and mobilization requirements. Provides management with workload data, estimates, and recommendations to facilitate more effective management decisions for staffing and funding requirements to support customer units.

(2) Work Direction: Assigns tasks to be performed based on readiness and explains work requirements, methods, and procedures. Investigates work related problems such as excessive costs or low productivity and determines causes. Implements corrective actions within authority to resolve work problems. Recommends solutions to staffing problems, engineering requirements, and work operations directed by other supervisors. Ensures work in progress and completed work meets established standards by implementation of a quality control and assurance program within the organization. Ensures equipment repairs do not exceed maintenance expenditure limits in accordance as established by regulation and or policies. Manages maintenance backlog through coordination with other maintenance activities. Evacuates and accepts equipment, repairs, and services to and from other maintenance facilities. Assures tools, special tools, test measurement and diagnostic equipment, personal protective equipment, repair parts, petroleum, oils and lubricants, and other materiel are available when needed.

(3) Administration: Plans and establishes overall leave schedules. Determines training needs of subordinates and arranges for accomplishment. Sets performance standards, and makes formal appraisals of subordinate work performance. Initiates recommendations for promotion or reassignment of subordinates. Ensures that regulations governing safety and housekeeping are observed with appropriate protective clothing and equipment being utilized.

(4) Performs non-supervisory work, such as, transporting equipment, performing maintenance tasks, etc.

(5) Develops, publishes, and ensures employee compliance with standing operating procedures for the activity supervised. Implements and complies with agency, state, and federal regulatory Occupational Safety and Health, and environmental requirements. Ensures use of quality conformant products through compliance with established materials shelf life programs. Ensures all aspects of Force Protection to include physical security, facility and vehicle key control, property accountability, access control and employee protection in accordance with established policies and regulations. Implements procedures to account for all real property, installation property, MTO&E (Modified Tables of Organization and Equipment) property, TDA (Tables of Distribution and Allowances) property, and installed equipment located at or assigned to the facility in accordance with state and federal regulations and policies. Ensures subordinates are trained, qualified, and equipped with proper personnel protective equipment, environmental mediation equipment and materials. Ensure the employees wear appropriate safety equipment and follow pertinent safety precautions.

(6) Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises. May be required to perform such additional duties as structural fire fighting, aircraft fire/crash/rescue duty, security guard, snow removal, munitions loading and handling, heavy equipment operation, maintenance of facilities and equipment, or to serve as a team member on boards to cope with natural disasters or civil emergencies.

(7) Performs other duties as assigned.

**QUALIFICATIONS REQUIRED:**

**GENERAL EXPERIENCE:**

Work involves the repair, adjustment and maintenance of self propelled transportation and other mobile equipment (except aircraft).

\**This position is covered by the 5800 job family which includes occupations involved in repairing, adjusting, and maintaining self-propelled transportation and other mobile equipment (except aircraft), including any special purpose features with which they may be equipped.*

**SPECIALIZED EXPERIENCE:**

**Within your application package, you must explain how you gained the specialized experience required for this position.**  Applicants applying at the WS-11 level must have at least 36 months experience or which demonstrates that the candidate has the ability to organize assignments for subordinates, estimate material and manpower needed for specific jobs; able to explain manuals and work procedures; and to prepare production records, work records and reports.

Experience or training diagnosing, repairing, overhauling, and modifying more complex vehicles, equipment, and more complicated systems. Experience which has provided a thorough knowledge of diagnostic equipment. Experience applying independent judgment in determining methods and techniques required to solve unusually complex maintenance and repair problems. Experienced in testing, inspecting, and evaluating the work performed on vehicles, equipment and systems.

In addition to the journeyman level knowledge, experience which demonstrates the ability to plan, direct, and organize work assignments for lower grade personnel. Experience which required the review of work requirements and establish priorities to meet deadlines. Experience that provided knowledge of various lines of work performed by this function. Experience which demonstrates the ability to supervise or the potential to perform such duties as evidenced by the ability to communicate knowledge of general supervisory concepts, and knowledge of shop processes. Experience in adapting existing equipment and techniques to new situations.

**EDUCATION REQUIREMENTS:**

**No special education requirements are needed for this position.**

**HOW YOU WILL BE EVALUATED:**

**SUBSTITUTION EDUCATION FOR SPECIALIZED EXPERIENCE:**

Study successfully completed in a college, university, technical or vocational school may be substituted for experience at the rate of one year of study (30 semester hours or 20 classroom hours of instruction per week) for 6 months of experience. Courses must be directly related to the work of the position.

**(Proof of education must be submitted with application package)**

 **SPECIAL INFORMATION:**

 **Idaho National Guard Mission Statement:**

The incredible versatility of the National Guard enables its troops to respond to domestic emergencies, combat missions, counterdrug efforts, reconstruction missions and more—all with equal speed, strength and efficiency.

Whether the call is coming from the Governor of the State of Idaho or directly from the President of the United States, Guard Soldiers and Airman are always ready and always there.

Selectee will be required to participate in the Direct Deposit Funds Transfer Program.

 **This is a dual-status position and membership in the Idaho Army National Guard is required.  By submitting this application you are affirming to the validity of the information you have provided.**

 All male applicants born after 31 December 1959 will be required to furnish a statement of Selective Service registration status prior to appointment. (5 U.S.C. 3328)

Acceptance of any military technician position over 179 days will cause termination of entitlement and eligibility for all bonuses and student loan repayments effective the date of employment.  This does not affect Montgomery GI Bill eligibility.  Payments of Selected Reserve reenlistment bonuses authorized in section 308b of title 37, United States Code, to Military Technicians (Dual Status) who become eligible for reenlistment while serving on active duty in Iraq, Afghanistan or Kuwait in support of Operation Enduring Freedom or Operation Iraqi Freedom (in theater) are excluded from repayment.  **Acceptance of any military technician position may affect your incentive bonus.  Check with your incentives manager to see if this applies to the incentive you received.**

 Applicants who feel they have reinstatement/restoration/re-promotion rights to this grade and position should contact the Human Resources Office.

 The Idaho National Guard is an Equal Opportunity employer. Selection for this position will be made without regard to race, color, religion, sex, national origin, physical handicap or age which does not interfere with job accomplishment or National Guard membership. Veteran's Preference does not apply to any National Guard position.

**BENEFITS:**

**BENEFITS:**

The Federal government offers a number of exceptional benefits to its employees.  The following WEB addresses are provided for your reference to explore the major benefits offered to most Federal employees.

**Flexible Spending Accounts:**

The Federal Flexible Spending Accounts Program (FSAFeds) allows you to pay for certain health and dependent care expenses with pre-tax dollars.  For additional information, visit:  <https://www.fsafeds.com/fsafeds/index.asp>

**Health Insurance:**

The Federal Employees Health Benefits Program (FEHB) offers over one hundred optional plans.  For additional information visit:  <http://www.opm.gov/insure/health/index.asp>

**Leave:**

Most Federal employees earn both Annual and Sick Leave.  For additional information visit:  <http://www.opm.gov/oca/leave/index.asp>

**Life Insurance:**

The Federal Employees Group Life Insurance Program (FEGLI) offers: Basic Life Insurance plus three types of optional insurance, for additional information visit:  <http://www.opm.gov/insure/life/index.asp>

**Long Term Care Insurance:**

The Federal Long Term Care Insurance Program (FLTCIP) provides long term care insurance for federal employees and their parents, parents-in-law, step parents, spouses and adult children.  For additional information visit:  <http://www.ltcfeds.com>

**Retirement Program:**

Almost all new employees are automatically covered by the Federal Employees Retirement System (FERS).  FERS is a three tiered retirement plan.  The three tiers are:  Social Security Benefits, Basic Benefit Plan and the Thrift Savings Plan (TSP).  For additional information visit:  <http://www.opm.gov/retire/index.asp>

**AGENCY CONTACT INFO:**

*YVONNE M. HOWARD
Phone: (208)422-3343
Email: YVONNE.M.HOWARD7.MIL@MAIL.MIL*

*Agency Information:
Idaho National Guard
JFHQ-ID/HRO
ATTN Staffing Specialist
4794 Gen Manning Ave. Bldg 442
Boise, ID
83705-8112
USA*