

**MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #24-079-2**

OPENING DATE: 02 JULY '24 CLOSING DATE: 16 JULY '24 AGENCY: 5701 PIN: TBD

POSITION: Facilities Maintenance Repairer (Roads and Grounds)

STARTING SALARY: FMR I- \$23,421.32, FMR II-\$25,662.65, FMR III \$28,128.12

LOCATION OF POSITION: Camp McCain Training Center, 3152 James H. Bidly Road, Grenada, MS 38901

TELEPHONE INQUIRIES: Mr. Phil Hardy (601) 313-6368 DSN: 293-6368

**APPLICATION MUST BE SUBMITTED BY: EMAIL ADDRESS (Preferred Method) to rcole@mil.ms.gov; Or Hand Delivered to: STREET ADDRESS: 1410 Riverside Drive, Jackson, MS 39202-1237; Or Mailed to: MS Military Department, ATTN: NGMS-SRP, Post Office Box 5027, Jackson, MS 39296-5027.
APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON THE CLOSING DATE.**

SPECIAL CONDITION: MS State Law requires that male applicants between the ages of eighteen (18) and twenty-six (26) submit satisfactory documentation of their compliance with the draft registration requirements of the Military Selective Service Act with application. In addition, males between the ages of eighteen (18) and twenty-six (26) who are currently employed shall not be promoted to higher positions until they submit documentation of compliance with the requirements of the Federal Selective Service Act.

MINIMUM QUALIFICATIONS:

LEVEL I-\$23,421.32

1. High school education or GED and one (1) year experience as a heavy equipment operator with considerable skill in care and safety operation of a wide variety of heavy construction equipment.

LEVEL II-\$25,662.65

2. High school education or GED and two (2) years' experience as a heavy equipment operator with considerable skill in care and safety operation of a wide variety of heavy construction equipment.

LEVEL III-\$28,128.12

3. High school education or GED equivalent and three (3) years' experience as a heavy equipment operator with considerable skill in care and safety operation of a wide variety of heavy construction equipment.
4. Possess a valid state driver's license and if authorized to operate a government vehicle, have the ability to obtain and maintain a US Government motor vehicle operator's ID card. **PROOF OF A DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**
5. Physical stamina to work long hours on rough terrain under adverse weather conditions.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)

1. Operates, transports, and moves various kinds of heavy equipment and supplies over public highways; supervises and performs loading and unloading of equipment and supplies from transport. With two (2) years' experience in the operation of heavy equipment.
2. Operates dump trucks when required.
3. Operates motor grader in ditching, shaping, mixing, spreading, back sloping and rough grading operations.
4. Operates loader and self-propelled roller.
5. Operates bulldozer and scraper in clearing, grubbing, cut and fill and other rough grading or moving work.
6. Operates disk, do-all, seeding and planting equipment and bush hog.
7. Operates tractors, lawn mowers, weed eaters, chain saws, etc.
8. Assist in control burns for training area/forestry management.
9. Performs other duties as assigned.

AREA OF CONSIDERATION: OPEN COMPETITIVE

SPECIAL REMARKS/PLACEMENT STATEMENTS/SUMMARY OF POLICIES

Mississippi Military Department policy is to ensure fair treatment of applicants and employees in all aspects of personnel administration without regard to race, religious creed, political affiliation, national origin, sex, age, or disability. However, the Mississippi Military Department reserves the right to enforce military physical, age and gender requirements to positions which are essentially military in nature or for which military membership is required.

Promotional and future salary increases will be IAW Military Dept policy and as authorized by the State Legislature. All salary increases are subject to annualized funding availability.

RESUMES WILL NOT BE ACCEPTED. Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 05/22)**. Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard, website: www.ng.ms.gov; or by written/telephonic request to the Mississippi Military Department, or by written/telephonic request to the Mississippi Military Department, ATTN: NGMS-SRP, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6368). Additional information may be attached to support qualifications. However, such does not negate completion of all applicable spaces of the State of Mississippi Experience and Training Record and both addendums. **ALL DOCUMENTS MUST BE SUBMITTED TO THE OFFICE INDICATED ON THE FRONT OF THIS ANNOUNCEMENT. DO NOT SUBMIT DOCUMENTS TO THE STATE PERSONNEL BOARD! DOCUMENTS MUST BE RECEIVED NLT 4:00 P.M. ON THE CLOSING DATE. NO PHOTOCOPY OF THE MISSISSIPPI EXPERIENCE AND TRAINING RECORD WILL BE ACCEPTED. NO OTHER TYPE OF APPLICATIONS ARE ACCEPTABLE.**

PROOF OF QUALIFYING EDUCATIONAL ACCOMPLISHMENTS BEYOND HIGH SCHOOL IS REQUIRED. Copies of college transcripts, diplomas, certificates, licenses, etc., must be legible.

APPLICANTS FAILING TO COMPLY WITH ALL APPLICATION SUBMISSION REQUIREMENTS OR WHO DO NOT MEET MINIMUM QUALIFICATIONS WILL NOT BE CONSIDERED. Applicants scheduled for interview who fail to appear for interview will not receive further consideration.

SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.

Military membership is desired.

INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.