

DEPARTMENT OF  
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT  
Military Bureau  
Headquarters, Maine National Guard  
Camp Keyes, Augusta, Maine 04333-0033

6 March 2015

**TECHNICIAN POSITION VACANCY ANNOUNCEMENT #15-027**  
**\*\* INDEFINITE APPOINTMENT \*\***

**POSITION:** Engineering Technician (Civil) (D1519P01) (GS-0802-09) EXCEPTED POSITION

**LOCATION:** 101<sup>st</sup> Civil Engineer Squadron, Bangor, Maine

**SALARY RANGE:**

\$48,403 to \$62,920 per annum

**GS-09**

**CLOSING DATE:** 20 March 2015

**AREA OF CONSIDERATION:**

**AREA I** - All permanent and indefinite Enlisted Technicians in the Maine Air National Guard.

**AREA II** – All Enlisted Members of the Maine Air National Guard.

**PERMANENT CHANGE OF STATION (PCS):** PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

**DUTIES:** See attached duties and responsibilities.

**MINIMUM QUALIFICATION REQUIREMENTS:** Each applicant must show how they meet the Generalized Requirements and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

**GENERALIZED EXPERIENCE:** Experience or training which provided familiarization of engineering instruments, testing procedures and techniques. Ability to read and understand specifications, instructions and procedures to use high school level mathematics.

**SPECIALIZED EXPERIENCE:** Must have at least twenty-four (24) months of experience, education or training to qualify at the GS-09 level, which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities.

## **GS-9**

1. Knowledge of basic standard engineering principles, methods and practices.
2. Skill in reading and interpreting engineering and architectural plans and specifications.
- 3 Knowledge of and skill in planning, scheduling and supervising; exercising initiative and sound judgment.
4. Skill in using a variety of inspection techniques and practices to determine compliance with plans and specifications.
5. Skill in communicating both orally and in writing in a clear and concise manner.

### **COMPATIBILITY CRITERIA: 3E5X1**

**SELECTED RESERVE INCENTIVE PROGRAM (SRIP):** Non-Technician Maine National Guard personnel who are SRIP participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped if selected as a permanent military Technician. Applicants should contact the MeANG Incentive Manager Norman Stanton, MSgt DSN - 698-7391 to determine any possible termination and/or recoupment actions that may result from accepting this position.

**HOW TO APPLY:** Detailed instructions are contained in an Instruction Guide titled “Technician Vacancy Announcement Guide” which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the TPVA. Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine 04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: [ng.me.mearng.list.hro-applications@mail.mil](mailto:ng.me.mearng.list.hro-applications@mail.mil)

**APPOINTMENT:** Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

**DISSEMINATION:** Supervisors, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6013/COM (207) 430-6013 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

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LISA M SESSIONS  
CPT, AG  
Human Resources Specialist  
(Recruitment & Placement/Compensation)

## DUTIES:

This position is located in Base Civil Engineering, Air National Guard Wing/Group Flying Activity. The primary purpose of the position is to provide technical expertise in preparing engineering plans, specifications and cost estimates. Additionally, the incumbent of this position will conduct preliminary, intermediate and final contractual inspections. These activities require application of the basic principles of engineering technology and related disciplines.

- Reviews engineering plans and specifications for compliance with federal and state regulations, and ensures that design formats comply with applicable guidance. Plans and specifications may be related to such engineering projects as: electrical distribution systems for office buildings, facilities and airfields; mechanical utility systems such as heating, ventilation, air conditioning; alteration, rehabilitation and modernization of buildings, structures, roads, streets, airfields and appurtenances, power and pumping plants; and other projects similar in scope and complexity.
  
- Participates in the construction planning process by investigating proposed projects to obtain field data, check existing facilities and utilities, and to conceptualize the scope of the completed project.
  
- Develops and produces engineering specifications and cost estimates using specifications guides, engineering handbooks, building construction cost data, manufacturers publications, engineering standards for types of materials, fire and safety codes, and other published material. Applies knowledge of construction and maintenance practices, estimating, and short cut methods of construction and installation, to provide cost estimates. May assist in completing site surveys to obtain and verify data requirements for development of project justification documents.
  
- Furnishes sketches and layouts supplemented by verbal or written information for preparation of drawings. Considers design from standpoint of structural quality, resistance to environmental elements, use, and suitability to equipment and needs. Operates Computer Aided Design (CAD) to assist in coordinating several different but related Military Construction Program (MCP) projects being designed by architects and engineers and/or constructed by general contractors. Maintains main computer designed database.
  
- Prepares modification/alteration design specifications considering existing structures, utilities, facilities and other considerations of projects that are not readily apparent. Considers the structural soundness of existing facilities and adequacy of systems to accommodate proposed changes. Updates master utility, surveying, architectural and engineering plans within the CAD system as changes occur and new data is obtained. Forwards updates to all affected parties via computer disk.
  
- Applies a practical knowledge of engineering methods, techniques, architecture, and historical project data to ensure project requirements are complete. Coordinates with numerous architects and professional engineers, field specialists, safety personnel and journeyman craftsmen on an

ongoing and regular basis to develop specifications and drawing and provide complete documents, which include labor and material estimates.

-- Conducts daily job site construction inspections and inspection reports of several concurrent major construction projects to ensure contractor compliance with engineering plans, specifications, contractual obligations, and governing laws and regulations. Ensures that architects and engineers are properly performing quality assurance, and general contractors are accomplishing proper quality control.

-- Performs other duties as assigned.