

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

14 August 2013

**TECHNICIAN POSITION VACANCY ANNOUNCEMENT #13-085**

**POSITION:** Automotive Mechanic (D1354000) (WG-5823-11) EXCEPTED POSITION

**LOCATION:** 265<sup>th</sup> Combat Communications Squadron, South Portland, Maine

**SALARY RANGE:**

\$43,952 to \$51,298 per annum

**WG-11**

**CLOSING DATE:** 15 September 2013

**AREA OF CONSIDERATION:** First consideration will be given to all qualified permanent and indefinite MeANG Enlisted Technicians who apply. In the event no selection is made from the initial Promotion and Placement Certificate, concurrent consideration will be given to qualified MeANG Enlisted personnel who apply.

**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 General and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

**GENERAL EXPERIENCE:** Experience, education, or training which demonstrates the candidate's ability to maintain and repair automotive vehicles. Must have a knowledge of where and how components, accessories, and parts of systems, such as wheel cylinders, fuel lines, condensers, etc., are installed. Must have the ability to use test equipment, reference material and manuals, and maintain tools and equipment.

**SPECIALIZED EXPERIENCE:** Must have thirty-six (36) months experience for the WG-11 level, which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities:

1. Skilled in the principles of automotive engine and components.
2. Ability to use the full range of complex test and measuring instruments.
3. Ability to operate assigned vehicles and equipment organic to the supported units and identify (troubleshooting) causes of automotive problems.
4. Ability to document required service records to authenticate type of service performed and disposition of vehicle or equipment.
5. Ability to plan and accomplish functional shop maintenance program.

**SPECIAL REQUIREMENT:** **MUST HAVE A VALID STATE DRIVERS LICENSE.** This will be verified by the Interviewing Official.

**COMPATIBILITY CRITERIA:** 2T3X0 **NOTE:** If you do not possess the compatible AFSC, you will not be disqualified for being considered. Selected applicant must be prepared to attend the appropriate school.

**MILITARY ASSISGNMENT:** 3T370

**SUBSTITUTION OF 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 an Automotive Mechanic. **Must provide a copy of a transcript to receive consideration.**

**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 MEARNG Incentive Manager 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 626-6017/COM (207) 430-6017 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

//s//  
CRAIG P. BAILEY  
Human Resources Specialist  
(Staffing/ Classification)

25.

a. INTRODUCTION:

The purpose of this position is to serve as shop chief over a small organizational segment in a maintenance function with responsibility for the overall shop operation. One or more employees are assigned to the shop.

b. DUTIES AND RESPONSIBILITIES:

(1) Plans and lays out work to be accomplishing in the shop which is then completed by the technician and lower graded mechanic(s). Determines approaches, methods and courses of action required to accomplish the mission of the shop in an effective and efficient manner. Independently determines appropriate maintenance procedures. Estimates time, equipment and material requirements. Devises and maintains plans and records. May provide recommendations and input to supervisor concerning personnel actions such as performance appraisals, awards, position description changes, disciplinary actions, and leave.

(2) Performs the full range of shop work.

(3) Implements safety regulatory requirements. Ensures that other workers in the shop wear appropriate safety equipment and follow pertinent safety precautions.

(4) Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises. May be required to perform additional duties such 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 serve as a member of a team to cope with natural disasters or civil emergencies.

(5) Performs other duties as assigned.