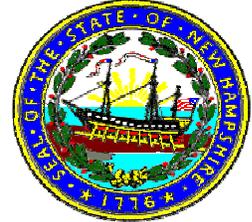




NEW HAMPSHIRE ARMY NATIONAL GUARD  
TECHNICIAN VACANCY ANNOUNCEMENT  
Human Resource Office (NHAG-HR)  
State Military Reservation  
4 Pembroke Road  
Concord, NH 03301-5652



**PLEASE POST IN A PROMINENT LOCATION**

**PLEASE SEND APPLICATIONS TO ADDRESS AS ABOVE**

**ANNOUNCEMENT DATE 24 August 2004**

**ANNOUNCEMENT NUMBER NH04-075(AR)**

**POSITION TITLE, SERIES/GRADE (S)**

Automotive Mechanic Supervisor  
WS-5823-14

**MAXIMUM MILITARY GRADE AVAILABLE MAJ/O4 OR WO/CW4**

(Note: Only current CW3's and CW4's may apply along with Majors and below.)

**POSITION DESCRIPTION NUMBER 40085**

**SALARY RANGE**

WS-14 starts at \$26.90 per hour

Promotion rules apply for technicians currently on board.

**AREA OF CONSIDERATION**

AREA I all excepted permanent Officer/Warrant Officer technicians of the NHNG  
AREA II/III all Officer/Warrant Officer members of the New Hampshire National Guard

**CLOSING DATE**

AREA I 15 September 2004  
AREA II/III 22 September 2004

**DUTY LOCATION**

The Adjutant General New Hampshire  
CSMS  
Joint Forces HQ NH  
Concord, NH

**TYPE OF APPOINTMENT**

Permanent Technician

**FOR ADDITIONAL INFORMATION**

Contact MSgt John Symington at DSN 684-9348, commercial (603) 225-1348, fax (603) 225-1391, or e-mail [john.symington@nh.ngb.army.mil](mailto:john.symington@nh.ngb.army.mil). NH National Guard job postings are available at [www.nhpeas.ang.af.mil/hro/jobs](http://www.nhpeas.ang.af.mil/hro/jobs) or all states at <http://www.neguard.com/jobs/Docs/statepoc.htm>

**INSTRUCTIONS FOR APPLYING**

Applicants may choose to submit an [OF 612](#), or a resume.

**APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCE OFFICE (NHAG-HR) NO LATER THAN 1600 HOURS (4:00PM) ON THE CLOSING DATE INDICATED ABOVE.**

**YOUR RESUME OR APPLICATION SHOULD CONTAIN AS A MINIMUM**

- announcement number
- title and grade(s) of the position you are applying for
- full name, mailing address (with zip code), day and evening phone numbers (with area code)
- social security number
- current military grade/rank
- current status with the New Hampshire National Guard i.e. current permanent technician, AGR, temporary technician, ADSW
- current or prior technicians must include a copy of your most current Standard Form 50 which annotates your technician status and grade
- \* full country of citizenship

- \* high school name, city and state; colleges or university name, city and state; majors, type and year of any degrees received
- \* personal military experience (DD Form 214)

**\*AREA II/III applicants only**

**MAIL RESTRICTION:** Applications submitted at government's expense will not be considered. This includes those submitted in government envelopes or postage.

**EXCEPTED SERVICE REQUIREMENT:** Technicians in the excepted service are required to wear the military uniform appropriate to their service and federally recognized grade when performing technician duties and are required to comply with the uniform standards of the service.

**NATIONAL GUARD MEMBERSHIP IS REQUIRED**

**EQUAL EMPLOYMENT OPPORTUNITY**

The NH National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

**OTHER PERTINENT DATA**

This vacancy will be processed in accordance with NHNG TPR 335 & Article 16 of the Labor Management Agreement.

**THE FILLING OF THIS POSITION IS SUBJECT TO THE AVAILABILITY OF MANPOWER SPACE.**

**REIMBURSEMENT FOR PERMANENT CHANGE OF STATION (PCS) EXPENSES ARE NOT AUTHORIZED**

Selected individual must enroll in the Direct Deposit/Electronic Funds Transfer Program. The Federal Financial Management Act of 1994, SEC 402, Electronics Payments, requires direct deposit to a financial institution for all Federal wage or salary payments.

If you are a male born after 31 December 1959, and you desire employment with the Federal Government, you must be registered with Selective Service.

**MINIMUM QUALIFICATIONS REQUIREMENT (S)**

**\* Each applicant must fully substantiate on their application how they meet the requirements listed below otherwise, the applicant will be found unqualified for this position.**

**GENERAL EXPERIENCE:** Experience which demonstrates the candidate's ability to instruct subordinates in work requirements and difficult operations/repairs; to plan schedules and sequence of operations; determine availability of materials and equipment, and maintain reports and records

**OCCUPATIONAL HEALTH REQUIREMENTS:** Audiogram required annually. Valid State driver's license required.

**OTHER REQUIREMENTS:** In order to comply with the NGB compatibility criteria, selected individual will be immediately assigned MOS: 915A, 91B, 91.

**SPECIALIZED EXPERIENCE:** 36 Months experience, which indicates:

1. Ability to analyze work plans to ensure accomplishment of assigned work
2. Skill in coordinating and directing work
3. Knowledge of safety requirements as they pertain to motor vehicle repair/operation

**BRIEF JOB DESCRIPTION:** The purpose of this position is to supervise workers, either directly or through one or more subordinate leaders and/or supervisors, in accomplishing the operations of a distinct organizational unit and to perform associated no supervisory work. Plans weekly or monthly work schedules and sequence of operations. Establishes deadlines and priorities based on established general schedules, methods and policies. Determines skills, materials and equipment required to do the work. Participates in the initial planning of current and future work schedules and development of budget requests. Provides workload data, estimates, information on staffing needs, and recommendations as to the scheduling of projected work. Assigned tasks to be performed. Explains work requirements, methods and procedures. Instructs subordinates on new procedures or methods and provides assistance on difficult or new problem areas. Recommends and participates in the selection of personnel to fill vacancies. Schedules and approves leave of subordinates. Sets performance requirements and makes formal and informal performance appraisals. Determines training needs of subordinates and arranges for its accomplishment. Counsels employees on problems. Adjusts informal complaints through discussions with employees and union representatives. Takes informal corrective action on conduct or performance problems. Implements regulatory safety requirements and ensures that subordinates wear appropriate safety equipment. Performs other duties as assigned.

FOR THE ADJUTANT GENERAL:

DEBORAH L. CARTER, LT COL, NHANG  
Director of Human Resources