

**STATEWIDE  
NATIONAL GUARD OF ARIZONA  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495  
PHONE (602) 629-4800; DSN 853-4800  
WEBSITE: <http://dema.az.gov/>**

**TITLE 32 EXCEPTED  
TECHNICIAN VACANCY ANNOUNCEMENT**

**NATIONAL GUARD MEMBERSHIP IS REQUIRED:** This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

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**ANNOUNCEMENT NUMBER: 19-329T      OPENING DATE: 30-Aug-19      CLOSING DATE: 16-Sep-19**

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**POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:**

Surface Maintenance Mechanic Supervisor, WS-5801-10, W-1/WO1 - W-3/CW3, MPCN: 5123-001

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**APPOINTMENT FACTORS: OFFICER       WARRANT OFFICER       ENLISTED**

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**KNOWN PROMOTION POTENTIAL: NONE**

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**SALARY RANGE:**

\$33.18-\$38.73 PH

**SUPERVISORY       MANAGERIAL**

**NON-SUPERVISORY/NON-MANAGERIAL**

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**LOCATION OF POSITION:**

Field Maintenance Shop (FMS) #3, Marana, Arizona

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**APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date.** The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

**AREA OF CONSIDERATION:**

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Army National Guard.** Individual selected will receive a **Permanent Appointment** after successful completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

**INSTRUCTIONS FOR APPLYING:** Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed **AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement)** or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a **Resume** or the **Optional Form 612.** Applicant **MUST** submit complete ORB and/or other documentation to verify possession of MOS.

**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Army National Guard, in a military unit supporting FMS 3 and must possess the following MOS: 914, 915 or 919 series**

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

**EQUAL OPPORTUNITY:** The Arizona 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 nonmembership in an employee organization or any other non-merit factor.

**Relocation Incentive may be offered:** YES  NO   
**PCS may be offered:** YES  NO

**NOTES:**

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

NOTE: Possess and maintain a State and Military Driver License.

NOTE: Applicant must possess and be able to maintain security clearance to access all required systems.

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

**Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.**

1. Ability to establish deadlines, priorities, and work sequences, and plans work assignments based on general work schedules, methods, and policies set by the supervisor.
2. Skill to determine the number, types of workers, skills, materials, and equipment needed to accomplish specific projects?
3. Skill to ensure work in progress and completed work meets established standards by implementation of a Quality Control and Assurance program within the organization.
4. Skill to ensure equipment repairs do not exceed maintenance expenditure limits in accordance as established by regulation and or policies.
5. Ability to effectively, efficiently, and economically make adjustments as necessary to maximize production, accomplish specified tasks, and manage resources.
6. Knowledge of current Army automation support programs, specifically GCSS-Army, to input equipment and work order data, provide status of equipment, monitor job order status, monitor work priorities, requisition repair parts, track repair parts status, etc.
7. Ability to effectively train, implement and maintain a compliant safety program.
8. Skill in managing property accountability in accordance with established policies and regulations.
9. Ability to communicate effectively with customers and management both orally and in writing.

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**SPECIALIZED EXPERIENCE:** Must possess at least **36** months 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. 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.

**BRIEF JOB DESCRIPTION:** This position is located at the FMS #3, Marana, Arizona. 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-5801-10. 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. 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. Plans and establishes overall leave schedules. Determines training needs of subordinates and arranges for accomplishment. Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises. Performs other duties as assigned.

**SELECTING OFFICIAL:** CW4 Gaylon Yazzie

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