

**STATEWIDE  
NATIONAL GUARD OF ARIZONA  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495  
PHONE (602) 629-4821; DSN 853-4821  
WEBSITE:<https://dema.az.gov/azng-human-resources>  
**EXCEPTED  
TECHNICIAN VACANCY ANNOUNCEMENT****

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**ANNOUNCEMENT NUMBER: 15-384T OPENING DATE: 1-Sep-2015 CLOSING DATE: 15-Sep-2015**

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**POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:  
SURFACE MAINTENANCE MECHANIC LEADER, WL-5801-10, D1287000, E6-E9, WOC-CW2,  
MPCN: 5128018**

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**APPOINTMENT FACTORS: OFFICER  WARRANT OFFICER  ENLISTED**

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**SALARY RANGE: \$27.44-\$31.99 PH SUPERVISORY  MANAGERIAL   
NON-SUPERVISORY/NON-MANAGERIAL**

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**LOCATION OF POSITION:**

Field Maintenance Shop #8 (FMS#8), Tucson, 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 arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted.** The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

**INSTRUCTIONS FOR APPLYING:** Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it 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), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include: High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). 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. In addition to the above described information, all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

**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 (All Units) and must possess the following MOS/Branch:**

**Warrant Officer: 915, 919**

**Enlisted: 91, and 94 series**

**KNOWN PROMOTION POTENTIAL: NONE**

**Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.**

**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.

**AREA OF CONSIDERATION:** This position is the Federal/Excepted Civil Service and is **open to current members and those eligible for membership of the (All Units), Arizona Army National Guard.** Individual selected will receive a Permanent Appointment upon one year trial. 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. **PCS funds are not authorized.**

**NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).**

**NOTE: Applications must contain a completed Optional Form 612 (Application for Federal Employment) or must include a Resume.**

**NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

**NOTE: Must possess and be able to maintain a valid State driver license.**

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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. Skill in the mechanical makeup, operations, and working relationships of complex systems, assemblies, and parts for a variety of combat, tactical, commercial, special purpose vehicles and equipment.
2. Ability to diagnose, repair, overhaul, and modify a variety of combat, tactical, commercial, special purpose vehicles and equipment.
3. Ability to prioritize work load, manage multiple maintenance work orders, research supply transactions, and direct work based on priority and mechanic skill level.
4. Ability to operate SAMS-1E to include running and analyzing reports to aid in work flow and reducing backlog, conducting reconciliations, and updating work order tasks and statuses.
5. Knowledge to oversee the repair or overhaul of major components and systems in a fast paced maintenance shop.
6. Skill to use a wide variety of test and diagnostics equipment to perform fault isolation and conduct repair of combat, tactical, commercial, special purpose vehicles and organizational equipment.
7. Ability to train WG-10 mechanics on diagnostic techniques and proper repair procedures.
8. Ability to utilize, interpret and apply parts list, manufacturer's repair manuals, technical manuals, diagrams, engineering drawings, diagnostic computer information and schematics.
9. Working knowledge of unit readiness, equipment-reporting requirements, reportable systems management as prescribed by the current regulation. Ability to use current automation programs to produce readiness reports with a high degree of accuracy.
10. Ability to communicate effectively to outside agencies and higher echelon commands, both verbally and in writing, to include skills in using computers and office productivity software to organize and convey information relevant to maintenance operations.

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**SPECIALIZED EXPERIENCE:** Must have 24 months experience 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 demonstrates the ability to plan, organize, and lead the work of others in fields directly related the repair function of this occupational series. Must have the ability to perform administrative functions; to read and interpret a variety of technical publications used in the repair of supported equipment. The ability to provide guidance to others in work related directly to this occupational series. Must have functional experience with SAMS-1E automation systems.

**BRIEF JOB DESCRIPTION:** This position is located at the Field Maintenance Shop #8 (FMS#8), Tucson, Arizona. The purpose of this position is to serve as a working leader of three or more Surface Maintenance Mechanics, WG-5801-10. Performs mechanic duties involving maintenance, troubleshooting, repair, inspection, and/or overhaul of a variety of combat, tactical, commercial, and special purpose vehicles and equipment on or off-site. Provides technical subordinate guidance and group leadership to employees on the team while performing a minimum of 50% direct labor on services and repairs. Assigns work orders to specific employees and selects workers for various jobs on the basis of knowledge, skills, and abilities. Delivers instructions received from the supervisor to workers, demonstrates proper work methods, and starts work. Insures that needed parts, materials, and tools are available, and that needed stock is obtained from supply locations. Works along with other workers and sets pace performing non-supervisory repair work of the same

kind and level as that done by the group led. Assures that there is enough work to keep the work crew busy. Checks work in progress and when finished for compliance with supervisor's instructions, work orders, and established shop procedures on work sequence, procedures, methods and deadlines; and directs or advises other workers to follow supervisor's instructions and to meet deadlines. Answers workers' questions regarding procedures, policies, written instructions, and other directives. Interprets work instructions and assists lower graded repairers or trainees in the more difficult and complex tasks. Clearly communicates and provides information to the supervisor on status and progress of work, causes of delays, and overall work operations and problems. Assures that safety and housekeeping rules are followed. Troubleshoots, performs maintenance and major repairs on heavy-duty mobile equipment, combat, tactical and automotive vehicles. This may include personnel carriers, road graders, mobile cranes, front loaders, conveyors, bulldozers, excavators, compressors, generators, tanks, tracked combat vehicles, non-tactical vehicles, all terrain vehicles, trucks, semi trailers, forklifts, tractors, and accessory equipment. Troubleshoots equipment and diagnoses the cause of mechanical failures by means of visual and auditory checks and/or uses test equipment such as engine analyzers, compression testers, voltmeters, ohmmeters, pressure gauges, and computer diagnostic tools. Removes and disassembles engines and major assemblies, sub-assemblies, components, and fuel, hydraulic, and oil pressure systems. Conducts readiness and repair inspections on vehicles and associated equipment supported by the activity. Performs operational inspections and ensures vehicles and equipment are properly serviced, including brake adjustments, replacing hydraulic fluids, greasing, cleaning, etc., and performs other preventive maintenance operations as required. Inspects supported equipment prior to use during Inactive Duty Training (IDT) and Annual Training (AT), to ensure that it is functioning properly. May maintain and repair electronics communication equipment by removing and replacing components and elements. In conjunction with the production controllers, ensures accuracy and timeliness of data entries on the SAMS-E and assists in the maintenance of production reports and records, and makes recommendations to the supervisor. Using the current automation support system, authorizes the acceptance of equipment for repair; monitors work priorities, current status, and completion of work orders; requisitions and provides status of repair parts; and assures the effective utilization of maintenance personnel. Analyzes repair methods and develops control procedures and policies to assure accomplishment of programs to meet priorities and deadlines established by higher authority or support activities. Plans, organizes, and performs technical analyses as required or assigned. Performs other duties as assigned.

**SELECTING OFFICIAL:** CW3 Harry Fowler COMM: 520-750-5845

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