MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #13-63

OPENING DATE: 22 May 13 **CLOSING DATE:** 5 Jun 13 **AGENCY:** 5704 **PIN**: 0144

POSITION: ELECTRONIC SECURITY SYSTEMS SPECIALIST

STARTING SALARY: $31,616.31

LOCATION OF POSITION: Joint Force Headquarters, State of Mississippi, 1410 Riverside Drive, Jackson, MS 39202

TELEPHONE INQUIRIES Mr. Frank Janotta (601) 313-6243 DSN: 293-6243

APPLICATION MUST BE SUBMITTED TO: MS Military Department, ATTN: JFH-MS-C-HR, Post Office Box 5027, Jackson, MS 39296-5027. **STREET ADDRESS:** 1410 Riverside Drive, Jackson, MS 39202-1237.
APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON CLOSING DATE.

SPECIAL CONDITION: MS State Law requires that male applicants between the ages of eighteen (18) and twenty-six (26) submit satisfactory documentation of their compliance with the draft registration requirements of the Military Selective Service Act with application. In addition, males between the ages of eighteen (18) and twenty-six (26) who are currently employed shall not be promoted to higher positions until they submit documentation of compliance with the requirements of the Federal Selective Service Act.

MINIMUM QUALIFICATIONS:
1. Associates Degree in electronic or digital systems from an accredited college or technical school and three (3) years directly related experience as listed below.

OR

High School graduate or GED and five (5) years directly related experience as listed below. NOTE: Above high school related education may be substituted for experience on a year for year basis, except there will be no substitution for 1 year directly related experience. **COPY OF COLLEGE DIPLOMA OR TRANSCRIPT MUST BE SUBMITTED WITH APPLICATION.**

2. Must possess a valid driver's license and if authorized to operate a government vehicle, have the ability to obtain and maintain a U.S. Government Motor Vehicle Operator's ID Card. **PROOF OF DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**
3. Must be able to obtain and maintain Secret Security Clearance.
4. Must be able to lift 100 lbs. and ambulate up to 5 feet.
5. Must be willing to travel extensively in government vehicle.
6. Must be willing to work unusual tours of duty.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)
1. Installs, maintains and repairs a variety of security and alarm systems.
2. Troubleshoots system errors using a variety of computer systems via LAN. Coordinates with national-level monitoring agency to ensure all systems are properly secured and monitored.
3. Instructs user personnel in proper operation, testing and troubleshooting of systems at the local level.
4. Conduct statewide semi-annual test/inspection of systems installed within the state.

AREA OF CONSIDERATION: OPEN COMPETITIVE

SPECIAL REMARKS/PLACEMENT STATEMENTS/SUMMARY OF POLICIES

Mississippi Military Department policy is to ensure fair treatment of applicants and employees in all aspects of personnel administration without regard to race, religious creed, political affiliation, national origin, sex, age, or disability. However, the Mississippi Military Department reserves the right to enforce military physical, age and gender requirements to positions which are essentially military in nature or for which military membership is required.

Promotional and future salary increases will be IAW Military Department policy and as authorized by the State Legislature. All salary increases are subject to annualized funding availability.

Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 12/94), MS MILITARY DEPT. ADDENDUM #1** (AGO Form 82-2R, dated 1 May 93) and **MS MILITARY DEPT. ADDENDUM #2** (AGO Form 82-3R, dated 1 Mar 94). Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard or by written/telephonic request to the Mississippi Military Department, ATTN: JFH-MS-C-HR, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6243). Additional information may be attached to support qualifications. However, such does not negate completion of all applicable spaces of the State of Mississippi Experience and Training Record and both addendums.

ALL DOCUMENTS MUST BE SUBMITTED TO THE OFFICE INDICATED ON THE FRONT OF THIS ANNOUNCEMENT. DO NOT SUBMIT DOCUMENTS TO THE STATE PERSONNEL BOARD! DOCUMENTS MUST BE RECEIVED NLT 4:00 P.M. ON THE CLOSING DATE. NO PHOTOCOPY OF THE MISSISSIPPI EXPERIENCE AND TRAINING RECORD WILL BE ACCEPTED. NO OTHER TYPE APPLICATIONS ARE ACCEPTABLE.

PROOF OF QUALIFYING EDUCATIONAL ACCOMPLISHMENTS BEYOND HIGH SCHOOL IS REQUIRED. Copies of college transcripts, diplomas, certificates, licenses, etc., must be legible.

APPLICANTS FAILING TO COMPLY WITH ALL APPLICATION SUBMISSION REQUIREMENTS OR WHO DO NOT MEET MINIMUM QUALIFICATIONS WILL NOT BE CONSIDERED. Applicants scheduled for interview who fail to appear for interview will not receive further consideration.

SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.

Military membership is desired.

INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.