MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #13-84

OPENING DATE: 10 Jul 13 **CLOSING DATE:** 24 Jul 13 **AGENCY:** 5709 **PIN**: 0305

POSITION: RESOURCE PROTECTION SPECIALIST

STARTING SALARY: $25,173.76

LOCATION OF POSITION: 172nd Airlift Wing, 141 Military Dr., Jackson, MS 39208-8881

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: ****EMPLOYEES IN THESE POSITIONS WILL UNDERGO AN EXTENSIVE BACKGROUND CHECK AS WELL AS RANDOM DRUG TESTING. THE DATA MAY BE USED AS PART OF A REVIEW PROCESS TO EVALUATE ELIGIBILITY FOR CONTINUED EMPLOYMENT.***

1. High school graduate or GED.
2. Twelve (12) months full-time paid experience in physical security, general security, or law enforcement; six (6) months military service as a traditional guardsman/reservist, after award of compatible AFSC or Army MOS, is considered equal to twelve (12) months full-time paid military or civilian experience.
3. Must be able to obtain a favorable National Agency Check (NAC).
4. Possess a valid driver's license and if authorized to operate a government vehicle, must have the ability to obtain and maintain U.S. Government Motor Vehicle Operators ID card. **PROOF OF DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**
5. Knowledge of basic first aid, fire prevention, safety and radio communications procedures.
6. Must attend and satisfactorily complete any military/civilian training/schooling that may be required.
7. Never been convicted of a felony.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)

1. Performs Security and Resource Protection duties.
2. Controls entry and exit of personnel, vehicles and equipment through entry points to facilities and parking areas.
3. Prepares variety of job-related reports and documentation.
4. Performs duties as intrusion detection equipment monitor and operates communication equipment.
5. Conducts searches of persons, vehicles, and property within jurisdictional limitations and in accordance with governing directives.
6. Apprehends suspects who have violated applicable regulations and policies and provides for their detention until relieved by higher authority.
7. Provides visitor and crowd control on a routine and emergency basis.

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 Dept 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.