

**MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #23-069**

OPENING DATE: 15 NOV '22 CLOSING DATE: 29 NOV '22 AGENCY: 5704 PINS: 130

POSITION: Resource Protection Specialist, LE (Armed)

STARTING SALARY: \$26,012.63

LOCATION OF POSITION: Joint Force Headquarters, 1410 Riverside Dr., Jackson, MS 39202

TELEPHONE INQUIRIES: Mr. Phil Hardy (601) 313-6368 DSN: 293-6368

APPLICATION MUST BE SUBMITTED BY: EMAIL ADDRESS (Preferred Method) to: newell@mil.ms.gov; **Or Hand Delivered to: STREET ADDRESS:** 1410 Riverside Drive, Jackson, MS 39202-1237; **Or Mailed to:** MS Military Department, ATTN: NGMS-SRP, Post Office Box 5027, Jackson, MS 39296-5027.

APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON THE 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 and five (5) years directly related experience in physical security, general security, or law enforcement.
2. Must be at least twenty-one (21) years of age.
3. Must be able to obtain a favorable National Agency Check (NAC).
4. Within ninety (90) days of hiring, pass a Physical Agility Test, and every year thereafter. (Tests will be discussed during the interview process).
5. Within ninety (90) days of hiring take a Drug Test with satisfactory results and be willing to take random drug tests in the future as directed.
6. Ability to handle stress and physical activity associated with public safety.
7. 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.**
8. Knowledge of basic first aid, safety, and radio communications procedures.
9. Must be physically able to perform all duties as assigned.
10. Must successfully complete a Police Background Check (NCIC) DD Form 369.

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

1. Serves as Armed Security Guard for Joint Force Headquarters.
2. Ensures compliance with Resource Protection Plans.
3. Controls entry and exit of personnel, vehicles, and equipment through entry points to facility and parking areas.
4. Provides visitor and crowd control on a routine and emergency basis.
5. Provides emergency response and assumes responsibility for situations until key personnel are notified and properly relieved by higher authority.
6. Operate various types of communications equipment.
7. Conducts searches of vehicles, persons, and property within jurisdictional limitations in accordance with published directives and guidance.
8. Detain suspects who violate applicable regulations and published guidance until civilian law enforcement arrives.
9. Qualify annually with assigned weapon.
10. Perform other duties as assigned.

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 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.

RESUMES WILL NOT BE ACCEPTED. Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 05/22)**. Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard, website: www.ms.ng.mil, or by written/telephonic request to the Mississippi Military Department, ATTN: NGMS-SRP, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6368). 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 OF 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.

THE 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.

MUST BE ABLE TO OBTAIN A FAVORABLE BACKGROUND CHECK.