

STATE OF NEW YORK
 DIVISION OF MILITARY AND NAVAL AFFAIRS
 330 OLD NISKAYUNA ROAD
 LATHAM, NEW YORK 12110

VACANCY ANNOUNCEMENT #22-05A

REPOST – PREVIOUS APPLICANTS DO NOT NEED TO REAPPLY FOR CONSIDERATION

CLOSING DATE: CONTINUAL UNTIL FILLED.

This position is not in the Classified Service of New York State, but is covered under New York State Military Law. If selected, current Civil Service employees will lose their seniority within the Classified Service, thereby exempting them from applying for promotional exams within Civil Service.

POSITIONS TO BE FILLED PENDING AVAILABILITY OF FUNDING.

Title:	Liquid Fuel Systems Maintenance Technician
Location:	New York State Division of Military and Naval Affairs (DMNA): Stratton Air National Guard Base (ANGB) – number of vacancies – 1
Salary Grade:	SG-14
Salary Range:	Current Start Rate: \$49,703 Job Rate: \$60,371
Duties and Responsibilities:	<p>Under the supervision of the Maintenance Supervisor, a Liquid Fuel Systems Maintenance Technician performs journeyman work in the Liquid Fuel Systems Maintenance trade, and skilled and semiskilled work in a combination of other trades, such as the building and mechanical trades with the bulk of these additional duties being in the Plumbing and Steamfitting trade. Incumbents of this position are considered essential personnel.</p> <p>The position performs responsibilities in accordance with National Guard Bureau (NGB) standards (and where applicable those requirements of the Master Cooperative Agreement between the NGB and the DMNA), as well as agency and labor contract duties and responsibilities – current and as amended. The position may report to state and/or federal supervisory personnel.</p> <p>The Liquid Fuel Maintenance Technician installs, repairs and maintains liquid fuel storage, distribution, and dispensing systems. Manages and modifies liquid fuel systems and components. Checks components for operation, adjustment, pressures, and internal and external leaks under pressure. Troubleshoots malfunctions. Uses drawings and schematics to analyze and isolate malfunctions. Modifies equipment for specific missions or to increase efficiency. Performs recurring maintenance and seasonal overhaul on systems and components. Performs various inspections and</p>

testing of liquid fuels systems and components on a weekly, monthly, and annual basis as per applicable codes and regulations.

The incumbent advises on problems installing and repairing of liquid fuel storage, distribution, and dispensing equipment and systems. Solves complex maintenance problems by studying layout drawings, wiring and schematic drawings, and by analyzing construction and operating characteristics. Develops and establishes operation and maintenance procedures to ensure maximum efficiency.

Performs planning activities. Performs facility surveys. Surveys proposed work to determine resource requirements. Prepares cost estimates for in-service work. Applies engineered performance standards to plan and estimate jobs. Coordinates plans and other activities.

Typical of the building trades are such specialties as carpentry, roofing, plumbing, and locksmithing while the mechanical trades include the maintenance and repair of heating, ventilation, air conditioning and refrigeration systems and general machining and tool making. Frequently will be required to supervise others in maintenance, repair, installation and construction activities.

May occasionally be required to meet with and communicate verbally with administrators and supervisors representing other trades to explain projects in terms of what needs to be done and when it will be accomplished. Required to coordinate activities and schedule work to be performed to ensure the effective utilization of staff, materials and equipment to ensure project schedule is met in a timely manner. Have frequent verbal communications in coordinating and assigning work and giving instruction to subordinates.

Duties and responsibilities may include but are not limited to the following:

Fills in for the Supervisor during periods of absence.

Supervises and plans work for subordinate staff as follows:

- Reviews in-house work requests, as required, visits project site to determine materials needed to complete projects.
- Prepares plans of action based on verbal and written instructions.
- Monitors and inspects work while in progress and when completed to ensure that specific guidelines, codes and regulations are adhered to, materials and equipment are used properly and schedules are met.
- Prepares and maintains written records of work performed and completed accounting for labor and materials used. Written progress reports, following a prescribed format may sometimes be needed when a project is under way.
- Assists in the preparation of written evaluations of the work performance of subordinate employees.

JOB REQUIREMENTS:

- Knowledge of principles of hydraulic, electrical, and mechanical theory and principles that apply to liquid fuel systems and the use and interpretation of wiring and schematic diagrams and blue prints is mandatory.
- Knowledge of emergency first aid, physiological effects, characteristics, and hazards of liquid fuel products and environmental regulations for fuels and hazardous materials.
- Working knowledge of methods, material, tools and equipment used in the craft or crafts to which assigned, specifically Liquid Fuel Systems Maintenance.
- Working knowledge of applicable standards and plumbing and electrical code regulations.
- Working knowledge of the rules and regulations of the facility governing the activities of state wards under the supervision of the General Mechanic.
- Working knowledge of mathematics, theory and practices as applies to the trade.
- Working knowledge of hot water and steam heating systems and control devices.
- Ability to work outside in various temperatures and inclement weather for extended periods of time.
- Incumbents of this position are considered essential personnel.
- Ability to train and supervise others.
- Ability to plan and lay out work and diagnose problems.
- Ability to weld, braze, and solder using gas and arc welding equipment.
- Ability to understand and carry out written and verbal instructions.
- Ability to perform the physical tasks required of a Plumber and Steamfitter.
- Ability to push, pull, lift and carry heavy objects and equipment (50+ lbs).
- Ability to work in confined spaces in accordance with requirements.
- Ability to read and write in English.
- Demonstrate reliability and trustworthiness.
- Good verbal and written communication skills.
- Periodic travel will be required to other facilities; to attend training; or other requirements related to duties as needed. Travel may occur using different modes of transportation.
- Will be required to utilize computer software and databases to maintain facility operations information – minimally Microsoft Office, the Statewide Financial System (SFS) and the Statewide Learning Management Systems (SLMS).
- Must successfully complete training for any required state and federal specific software and data systems such as SFS and SLMS.
- Ability to prepare written material in a clear and concise manner.
- Attends and completes additional training as required.
- Will require periodic travel.
- May require overtime.

	<ul style="list-style-type: none"> • Performs other duties as assigned
<p>Minimum Qualifications:</p>	<p>Three years of permanent State service in an operational title allocated to Grade 9 or above in which 50% of the duties directly involved working in Liquid Fuel Systems Maintenance or Plumbing and Steamfitting.</p> <p style="text-align: center;">Or</p> <p>Five years of full-time experience under a journeyman Liquid Fuel Systems Maintenance person or Plumber and/or Steamfitter which provided training equivalent to that given in an apprenticeship program.</p> <p style="text-align: center;">Or</p> <p>Apprenticeship training in Liquid Fuel Systems Maintenance or Plumbing and Steamfitting trade or training gained by the completion of technical courses in Liquid Fuel Systems Maintenance or Plumbing and Steamfitting at a school, institute or branch of the Armed Forces may be substituted for the above training and experience on a year-for-year basis.**</p> <p>Other combinations of education and work experience, including military, may be considered, however, candidate must demonstrate direct relevance to and ability to perform the job duties noted above.**</p> <p>Must be at least 18 years of age and have a high school diploma or GED.</p> <p>Must possess a valid driver's license to operate a motor vehicle in the State of New York. Must report any changes to supervisory chain and State Human Resources (MNHS).</p> <p>May be required to acquire and maintain a military driver's license to operate military vehicles and equipment in accordance with NGB standards to include medical evaluation requirements – current and as amended.</p> <p>In accordance with NGB standards, will be required to obtain and maintain a favorable background investigation, and have an appropriate clearance to allow access to computer networks and restricted areas to determine suitability, loyalty, and trustworthiness. Minimally a National Agency Check with Inquiry (NACI) will be completed - dependent on current regulation, a SECRET clearance may be required – especially at Air Bases when flight line access requires SECRET.</p> <p>At the time of hire, must have any and all New York State or federal certification/license requirements; must provide proof of current certifications and demonstrate job knowledge to perform position related duties and responsibilities. Individual is responsible for ensuring all required certifications/licenses remain current at all times during employment.</p>

Must be comfortable working at heights such as climbing ladders, working on scaffolds, platforms and lifts.

Must be able to push, pull, lift and carry heavy objects and equipment (50+ lbs).

Must be able to work outside in various temperatures and inclement weather for extended periods of time.

Must be able to work in confined spaces in accordance with training and duty requirements.

Must be able to read and write in English.

Must be familiar with and be able to independently use commonly utilized software programs such as Microsoft Word and Excel.

At all times, the employee **MUST** maintain minimum standards in accordance with current, and as amended, agency, statutory and NGB requirements and directives; failure to do so will subject the individual to disciplinary action, including possible termination.

NOTE: Position standards illustrate the nature, extent and scope of duties and responsibilities of the position described. Standards cannot and do not include all of the work that might be appropriately performed by the incumbent. The minimum qualifications above are those which were required for appointment at the time the Position Standards were written. Please contact State Human Resources Management for any further information regarding the position requirements.

How to Apply:

To be considered for interview, submit a cover letter and resume. **In e-mail subject line and cover letter indicate the title, location, vacancy announcement number of the position for which you are applying.** Ensure to clearly note how you meet the minimum qualifications for the position. Please be certain to note your specific license or certification to meet requirements.

If you are a former public employee retired within New York State currently receiving benefits, indicate this and the name of the retirement system in your cover letter.

Cover letter and resume may be submitted via E-mail (preferred method), FAX, or Mail. ENSURE TO COPY E-MAIL ADDRESS EXACTLY.

E-mail to: ng.ny.nyarnng.mbx.mnhs-job-posting@army.mil

FAX to: (518) 786-4969

For Questions: (518) 786-4830

Mail to:

New York State Division of Military and Naval Affairs
State Human Resources Management

330 Old Niskayuna Road
Latham, New York 12110-3514
Attn: Classifications

POSITION WILL BE POSTED UNTIL FILLED.

VAGUENESS AND OMISSIONS WILL NOT BE RESOLVED IN YOUR FAVOR.

Subject of
Interview:

ALL CURRENT PERMANENT DMNA STATE EMPLOYEES WHO MEET THE MINIMUM QUALIFICATIONS WILL BE INTERVIEWED TO EVALUATE THEIR QUALIFICATIONS, TRAINING, EXPERIENCE, ABILITY TO MEET THE NEEDS OF THE DIVISION AND ABILITY TO PERFORM THE DUTIES AND REQUIREMENTS OF THE POSITION. THE REQUIREMENT TO PROVE QUALIFICATION SHALL REST WITH THE EMPLOYEE.

ALL OTHER CANDIDATES WHO MEET THE MINIMUM QUALIFICATIONS WILL BE CONSIDERED FOR INTERVIEW TO EVALUATE THEIR QUALIFICATIONS, TRAINING AND EXPERIENCE IN RELATION TO THE DUTIES AND REQUIREMENTS OF THE POSITION.

POSTED: FEBRUARY 2, 2022

STATE VACANCY ANNOUNCEMENT #22-05A

New York State is an Equal Opportunity/Affirmative Action Employer.