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

VACANCY ANNOUNCEMENT #26-16B

PREVIOUS APPLICANTS TO VACANCY #26-16A DO NOT NEED TO REAPPLY FOR CONSIDERATION

CLOSING DATE: DECEMBER 1, 2026

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:	General Mechanic (Heavy Equipment Operator)
Location:	New York State Division of Military and Naval Affairs (DMNA): Air National Guard Base (ANGB): • Stewart – 105th – Newburgh, NY
Salary Grade:	SG-12
Salary Range:	Current Start Rate: $52,694* Job Rate: $64,321 (*All hires begin at “Start Rate” unless prior state experience affords eligibility for hiring step increase as determined by OSC.) In addition: the Stewart ANGB will receive a Mid-Hudson adjustment of $2,150 annually.
Duties and Responsibilities:	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. General Mechanics are assigned to various programs and geographic areas, some of which require specialized knowledge in a field as evidenced by a parenthetic. General Mechanics with a parenthetic perform the same activities as the positions in the general title but will also have duties with a concentration in a specialized subject matter, requiring substantial and specific knowledge and experience in that field. Incumbents of this position are considered essential personnel. Under general supervision, the General Mechanic (Heavy Equipment Operator) performs journeyman work in the Heavy Equipment Operator trade. Incumbent will

also be required to perform skilled and semiskilled duties in a combination of other trades.

The position performs responsibilities in accordance with National Guard Bureau (NGB) standards, specifically 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.

Responsibilities may include but are not limited to the following:

- Operate, repair, maintain and inspect a variety of self-propelled and other equipment in construction such as backhoes, bulldozers, heavy dump trucks, hydraulic excavators, forklifts, front-end loaders, graders, large compactor rollers, heavy snowplows, sweepers, tractor-mounted mowers and truck low-bed trailer combinations.
- Coordinate, assign and instruct other maintenance employees on a daily basis as appropriate in general maintenance, repair, installation and construction activities involving the use of or relating to heavy equipment and assigned responsibilities.
- Perform general grounds maintenance tasks such as clearing sites, mowing lawns, maintaining roads and sidewalks, snow and ice removal, collection/pick-up of trash and other obstructions from in and around the building and surrounding areas.
- May perform supervisory duties at assigned facility/s including but not limited to training, direct supervision, and assist in performance evaluations of subordinate staff. May fill-in for supervisor during absences as needed.
- Periodic overtime will be required – especially during winter months.
- Periodic travel may be required to other facilities; to attend training; or other requirements related to duties as needed.
- Other job duties as assigned.

DUTIES AND RESPONSIBILITIES (GM)

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

- Work from verbal or written descriptions or from drawings or sketches to design, plan, layout and complete a variety of general trades projects.
- Monitors and inspects work in progress and upon completion to ensure compliance with relevant guidelines, codes and regulations, proper use of materials and equipment; and adherence to schedules are met.
- Knowledge of general shop and trades equipment and machinery.
- Assist with determining facility and grounds maintenance needs and make recommendations for repair/correction/resolution.
- May draw rough sketches or prepare plans to scale from verbal or written instructions to accomplish a project.
- Review in-house work requests and visit jobsite to determine materials needed to complete projects.
- May conduct inspections of the facility to determine maintenance needs and recommend priorities for repair based on the nature of the maintenance problem.

- Provides supervisor with recommendations for the type, quantity and quality of materials needed to accomplish a project.
- Provides verbal instruction and/or demonstrates proper trade techniques and the proper use of tools and equipment.
- May be required to complete Purchase Order (PO) and Purchase Requisition documentation.
- As required, assembles materials, tools and equipment needed.
- May track inventory and control of the distribution of tools and equipment and maintain such equipment.
- May perform supervisory duties at assigned facility/s and may fill-in for supervisor during absences.
- Assists in the preparation and provides input for the written performance evaluations of subordinate employees.
- May perform routine semiskilled maintenance and repair in other trades as trained and required such as plumbing, electrical, carpentry, and masonry.
- Works independently with minimal supervision or with other individuals in a project/team setting in accordance with supervisory guidance and direction.
- Will assist with repairs and upkeep of facility structures and building systems from foundation to roof; interior and exterior.
- Perform general grounds maintenance tasks such as clearing sites, mowing lawns, maintaining roads and sidewalks, snow and ice removal, collection/pick-up of trash and other obstructions from in and around the building and surrounding areas.
- When applicable, will assist with Non-military Use Program (NMU) requirements.
- Periodic overtime will be required - especially during winter months.
- Performs other job duties as assigned.
- May provide assistance and perform duties at other DMNA facilities to meet operational needs.

JOB REQUIREMENTS:

- Working knowledge of applicable Federal, State, and local codes, standards, rules, and regulations for position to which assigned.
- Working knowledge of the methods, materials, tools, and equipment used in the trade to which assigned.
- Ability to operate and maintain assigned tools, machinery, and equipment in a safe and effective manner.
- Working knowledge of skilled and semi-skilled trades.
- Working knowledge of safety standards and procedures.
- Ability to train others in trade skills and tasks to complete assigned projects.
- Ability to plan and schedule work, including determining staff, equipment, and supplies needed.
- Ability to read and interpret plans, diagrams, architectural blueprints, and specifications.
- Ability to supervise effectively and fill in for Supervisor when necessary to meet operational needs.
- Ability to work outside in various temperatures and inclement weather for extended periods of time.

	• Ability to analyze project needs and communicate same to supervisor. • Ability to operate a motor vehicle, other motorized equipment, and a variety of construction equipment. • Ability to perform routine repairs and maintenance on equipment and facility structures. • Ability to make standard arithmetic computations to address the size and scale of various project details; and to calculate the quantity of materials and labor required to complete such project. • Ability to get along with and interact well with different groups of people, including co-workers, management, both Federal and State personnel and the public utilizing the facility. • Ability to follow directions, ensure follow through and completion of assignments and seek assistance or report concerns when needed. • Ability to work comfortably at heights such as climbing ladders, working on scaffolds, platforms, and lifts. • 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. • 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). • 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. • 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. **<u>Additional Preferred:</u>** • Excavator, Dozer, and Bobcat experience. • Knowledge of state operation policies and procedures. • Supervisory experience.
Minimum Qualifications:	Four years of experience in the operation and maintenance of a wide variety of complex self-propelled, heavy construction equipment to include at least 3 of the following: bulldozer, excavator, heavy dump truck with plow, front-end loader, backhoe, or other heavy construction equipment of similar complexity. * **AND** Must have and maintain a valid Commercial Driver's License (CDL) in accordance with New York State requirements. Must be at least 18 years of age and have a high school diploma or GED. At the time of hire, must meet any and all New York State or Federal certification/license requirements to perform the duties of a heavy equipment operator – current and as amended.

Four years of experience in the operation and maintenance of a wide variety of complex self-propelled, heavy construction equipment to include at least 3 of the following: bulldozer, excavator, heavy dump truck with plow, front-end loader, backhoe, or other heavy construction equipment of similar complexity. *

AND

Must have and maintain a valid Commercial Driver's License (CDL) in accordance with New York State requirements.

Must be at least 18 years of age and have a high school diploma or GED.

At the time of hire, must meet any and all New York State or Federal certification/license requirements to perform the duties of a heavy equipment operator – current and as amended.

Must have and maintain a valid driver's license to operate a motor vehicle in New York State.

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 able to operate and maintain tools, machinery and equipment required for craft to which assigned.

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.
In accordance with NGB standards, will be required to obtain and maintain a favorable background investigation, and have appropriate clearance to allow access to computer networks and restricted areas in the performance of duties to determine suitability, loyalty, and trustworthiness. Minimally a National Agency Check with Inquiry (NACI) will be completed. Currently SECRET clearance is required for flight line access.

* Other combinations of education and work experience, including military, may be considered, however, candidate must demonstrate direct relevance to the job duties noted above. The requirement to prove qualification shall rest with the applicant.

	At all times, the employee MUST maintain minimum standards in accordance with current statutes, agency requirements and directives. Failure to do so will subject the individual to disciplinary action and/or 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 Directorate for any further information regarding the position requirements.
How to Apply:	To be considered for an interview, please submit your cover letter and resume to one of the following: **BY E-MAIL (PREFERRED METHOD):** Send to: ng.ny.nyarng.mbx.mnhs-job-posting@army.mil **Subject line to say: Job Title and Location** **BY MAIL:** New York State Division of Military and Naval Affairs State Human Resources Management 330 Old Niskayuna Road Latham, New York 12110-3514 **Attn: Classifications** **BY FAX:** (518) 786-6085 **Fax Cover sheet to say: Job Title and Location** In your submission, please be sure to indicate **what position and location you are applying to**. Ensure to **CLEARLY note how you meet the minimum qualifications** for the position. Be sure to include any specific licenses and/or certification in a skilled trade. **ALL DOCUMENTS MUST BE RECEIVED IN STATE HUMAN RESOURCES MANAGEMENT (MNHS) BY DECEMBER 1, 2026.** **Vagueness and omissions will not be resolved in your favor.** For questions, please reach out to State Human Resources at (518) 786-4830.
Subject of Interview:	ALL CURRENT DMNA STATE EMPLOYEES WHO MEET THE MINIMUM QUALIFICATIONS ARE ENCOURAGED TO APPLY. INTERVIEWEES WILL BE EVALUATED BASED ON THEIR QUALIFICATIONS, EXPERIENCE, ABILITY TO MEET THE NEEDS OF THE DIVISION AND ABILITY TO PERFORM THE DUTIES AND REQUIREMENTS OF THE POSITION.

	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. *New York State Division of Military and Naval Affairs (DMNA) is an equal opportunity employer. NYS Human Rights Law prohibits discrimination because of age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, marital status, domestic violence victim status, gender identity, prior conviction records, prior arrests, youthful offender adjudications, or sealed records.* *If you require a reasonable accommodation during the application process due to a disability or medical condition, you may request it by contacting the personnel team at ng.ny.nyarng.mbx.mnhs-job-posting@army.mil. They will work with you and the agency's Designee for Reasonable Accommodation (DRA) to assist you.*
POSTED: NOVEMBER 16, 2026	

STATE VACANCY ANNOUNCEMENT #26-16B
New York State is an Equal Opportunity/Affirmative Action Employer.