



**VIRGIN ISLANDS NATIONAL GUARD
JOINT FORCE HEADQUARTERS
4031 LA GRANDE PRINCESSE, LOT 1B
CHRISTIANSTED, VI 00820-4353**



TECHNICIAN VACANCY ANNOUNCEMENT # 12-005

Position Title: Electronics Mechanic
Open Date: 10 November 2011
Closing Date: 28 November 2011
Series/Grade: WG-2604-10
Salary Range: \$22.48 to \$26.22 per hour
Type of Appointment: Excepted
Military Grade Required: E4 to E6
Compatible MOS: CMF: 94, 15F/J/X/Y, 25C/D/F/L/P/Q/R/S, 33W, 45B/G/K, 91A
Duty Location: CSMS
Selecting Official: CW3 Mervin Mills
Area of Consideration: Virgin Islands Army and Air National Guard Members

Virgin Islands Air National Guard member must be eligible to acquire membership in the Virgin Islands Army National Guard in an available and compatible military grade for the excepted technician position.

Position Duties

This position is located in the State, Logistics Directorate (J-4), Surface Maintenance Facility. The primary purpose of this position is to perform field and sustainment maintenance and repair on moderately complex electronics equipment and systems. Performs troubleshooting and routine repairs on individual components and moderately complex systems of launch pod/containers (LP/C), trainer rocket simulator modules, Missiles/Launchers Pod Assemblies (M/LPA), trainer missile simulator modules, and various like items. Performs functional tests, analyzes performance and malfunctions, removes, installs, tests, maintains, modifies, performs alignments and troubleshoots the electronic, electrical, modules, and interconnecting cables of a variety of combat and tactical, and communication equipment. Performs field and limited sustainment maintenance to include installation, routine maintenance, repair, and overhaul of fixed and mobile operational communication and electronics systems, e.g., shelter mounted AM radio and teletype systems, shelter mounted single side band radio and teletype systems, shelter mounted radio relay and terminal systems, other moderately complex systems, peripheral equipment, and related test equipment, and Modification Table Of Equipment (MTOE) authorized automation equipment. Uses various types of test equipment to include systems test sets and stands such as AN/GRM-122s, frequency meters, standing wave indicators, oscillators, ohmmeters, voltmeters, resistance bridges, and signal generators to localize trouble by component unit, by circuit within a component, and by element of a circuit. Performs administrative functions in establishing and maintaining maintenance records on equipment maintained or repaired. May conduct or be involved in a Maintenance Assistance and Instruction Team (MAIT) or act as an inspector on a Command Maintenance Evaluation Team (COMET) on electronic, automation, communication, and equipment. Performs other duties as assigned.

Qualification Requirements

General Experience: Experience or training which demonstrates the applicants knowledge of electrical or electronic theory, knowledge of common testing procedures, skill in the use of hand tools of the electronics trade, and skill in reading schematics.

Specialized Experience: Applicant must have eighteen (18) months of experience or training in utilizing principles, basic functions and application of theory of electronic systems or equipment; in diagnosing problems and determining needed repairs for malfunctions in electronic equipment or systems; in making mechanical repairs that required the use of precision measuring and calibrating equipment; in using complex test equipment such as deviation meters, complex special test panels, etc; and the ability to interpret technical manuals, specifications, and publications.

Knowledge, Skills and Abilities (KSAs): Applicants who meet the eligibility requirements will be further evaluated by the Selecting Official based on the following KSAs considered essential to perform the duties and responsibilities of this position:

- Knowledge of operating electronic principles such as circuit elements, digital logic, microprocessors, core memory, interface circuits, digital data transmission, microwave, antennas, signal behavior, amplification, and display.
- Ability to troubleshoot, install, repair, and maintain electronic components and items, with limited complexity, where circuit theory must be used to understand the operation of individual circuits.
- Ability to understand the interaction of complex, interrelated circuits, components, and the interaction of various factors.
- Limited knowledge of electromechanical servo systems, pneumatics, hydraulics, and mechanical and electric motor systems and their effect on each other.
- Skill in interpreting moderately complex drawings, specifications, and schematics of complete systems to recognize the function and interconnections of the various assemblies and troubleshoot the components, assemblies, subassemblies, and connecting cable harnesses.
- Skill in using a wide variety of electronic test equipment such as systems test sets, frequency meters, standing wave indicators, oscillators, ohmmeters, voltmeters, resistance bridges, and signal generators, and the use of special and common hand tools, power tools, and gauges.
- Skill in using gunner's quadrants, transits, levels, and theodolites to survey LP/C, M/LPA mounts, and SRP/PDS mounting bolts for exactness. Skill to use recovery-rigging techniques to attach/secure hoists, slings, and lifting devices using authorized equipment to accomplish repairs.
- Skill and knowledge to provide technical assistance and instruction.

Condition of Employment

1. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (SRIP).
2. Wear of military uniform.
3. Security clearance must be obtainable if required.
4. Enrollment in Electric Fund Transfer (EFT).
5. Failure to complete NGB prescribed course at the National Guard Professional Education Center (PEC) within the first year of employment as required by this position may be cause for reassignment to another full-time position or termination unless there are extenuating circumstances that preclude the full-time member from course attendance.

THE VIRGIN ISLANDS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for appointment without regard to political, religious, or labor organization affiliation or non-affiliation, marital status, race, color, sex, national origin, age, or any other non-job related factor.

Application Instructions

Describe in detail your military and civilian experience (paid or unpaid), training and education to include degrees and transcripts. Include job titles, starting and ending dates of related experience which should include a month and year (e.g. January 2008-Present). You should also include your military grade, unit of assignment, and MOS.

You application package **must** have these documents to be considered:

Optional Form 612 **or** Resume
Non-flagging Memorandum

Deliver or mail your complete application to:

Virgin Islands National Guard
Joint Force Headquarters
ATTN: HRO - SSG Zera J. Louis
4031 La Grande Princess Lot 1B
Christiansted, VI 00820-4353

Application package must be delivered or post marked by the closing date of this announcement to be considered. Business hours are Monday to Friday, 0800 to 1700 hours. All applications will be retained for our records. No binders please.



KAI A. SCHJANG
LTC, GS
Human Resources Officer

INSTRUCTIONS FOR COMPLETING A RESUME

The Federal government does not require a standard application form for most jobs, but need certain information to evaluate your qualifications. Your application or resume speaks for you. You will lose consideration for a job if your resume or application form does not provide ALL the information requested. The following is mandatory information that must be provided in order for agencies to make employment decisions.

A. JOB INFORMATION

- (1) Announcement number, title, and grade of the job you are applying for.

B. PERSONAL INFORMATION

- (1) Full name, mailing address and a telephone number.

C. EDUCATION

- (1) High School – where and when (date) you earned diploma or GED.
- (2) College – where, when (date), majors and if no degree show credit hours earned indicating if semester or quarter hours.

D. WORK EXPERIENCE – Give the following for each paid or non-paid work experience related to the job you are applying for (do not submit job descriptions).

- (1) Job title, series, and grade if you occupy a Federal job.
- (2) Duties to include additional duties and accomplishments.
- (3) Employers name and address.
- (4) Supervisor's name and telephone number.
- (5) Starting and ending dates including month and year.
- (6) Hours worked per week and salary.
- (7) Indicate if we may contact your current supervisor.

E. OTHER QUALIFICATIONS

- (1) Job related skills, for example, computer software/hardware, tools, machinery, other languages, typing speed.
- (2) Current job related licenses.
- (3) Job related honors, awards, and special accomplishments, for example publications, memberships in professional or honorary societies, public speaking, leadership, activities, and performance awards (give dates, but do not send copies).
- (4) Job related training courses (title and dates).

F. CERTIFICATION:

- (1) **Applicants must sign their resume certifying to the accuracy of all information provided.**