

**MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #24-107**

OPENING DATE: 22 MAR 24 CLOSING DATE: 05 APR 24 AGENCY: 5709 PIN: 30, 31

POSITION: Resource Protection Specialist SR or Constable II

STARTING SALARY: \$35,000

LOCATION OF POSITION: ANG-CRTC/LG, 4715 Hewes Ave., Bldg. 146, Gulfport, MS 39507-4324

TELEPHONE INQUIRIES: Rhonda Cole (601) 313-6368 DSN: 293-6243

APPLICATION MUST BE SUBMITTED BY: EMAIL ADDRESS (Preferred Method) to: rcole@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 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:

1. High school graduate or GED equivalent.
2. Two years (24) months full-time paid experience in physical security, general security, or law enforcement.
3. Twelve (12) months military service as traditional guard/reservist, after award of compatible AFSC or Army MOS.
4. Qualify for and maintains National Agency Security Check.
5. 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.
6. Knowledge of basic first aid, fire prevention, safety and radio communications procedures.
7. Must be physically able to perform all duties.
8. Never been convicted of a felony.

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

1. Supervises, trains, and evaluates performances of 3-6 Resource Protection Specialist.
2. Performs duties as Resource Protection Shift Supervisor.
3. Coordinates work schedules.
4. Ensures compliance with Special Security Instructions and Operating Instructions.
5. Controls entry and exit of personnel, vehicles, and equipment through entry points to facilities and parking areas.
6. Prepares a variety of job-related reports and documentation.
7. Performs duties as intrusion detection equipment monitors and operates communications equipment monitors and operates and communications equipment.
8. Conducts searches of personnel, vehicles, and property within jurisdiction limitations and in accordance with governing directives.
9. Apprehends suspects who have violated applicable regulations and policies and provide for their detention until relieved by higher authority.
10. Provides visitor and crowd control on a routine and emergency basis.
11. Qualifies annually with primary duty weapon.
12. Provides emergency response and assumes responsibility for situations until key personnel are notified and is relieved by higher authority.

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 12/19)**. 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, 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 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.

FAILURE TO OBTAIN CERTIFICATION AS AN ARMED SECURITY GUARD BY THE STATE OF MISSISSIPPI WILL BE GROUNDS FOR TERMINATION OF EMPLOYMENT.

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.