

**MISSISSIPPI MILITARY DEPARTMENT  
STATE EMPLOYEE POSITION ANNOUNCEMENT  
ANNOUNCEMENT #25-102**

**OPENING DATE: 26 JUNE 25      CLOSING DATE: 10 JULY 25      AGENCY: 5709      PIN: 201**

**POSITION: DEPUTY FIRE CHIEF, CRASH/RESCUE (KEY FIELD) \*\*RESTRICTED (Key Field ANG Base on Board Employees Only\*\***

**STARTING SALARY: \$54,102.13**

**LOCATION OF POSITION:** 186<sup>th</sup> Air Refueling Wing, 6225 M Street, Meridian, MS 39307

**TELEPHONE INQUIRIES:** Mitzy Hopson (601) 313-6243 DSN: 293-6243

**APPLICATION MUST BE SUBMITTED BY: EMAIL ADDRESS (Preferred Method) to:** [mhopson@mil.ms.gov](mailto:mhopson@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.***

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***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. Subsequent to job offer and job placement, must meet and remain within requirements as established by NFPA Standard 1582.
2. Requires physical dexterity in climbing in and around high and tight places.
3. High school graduate or GED equivalent.
4. Possess a valid State Driver's License and if authorized to operate a government vehicle, have the ability to obtain and maintain a U.S. Government Motor Vehicle Operator's ID card. **PROOF OF DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**
5. Must obtain the following DOD Certifications accredited by International Fire Service Accreditation Congress (IFSAC) or ProBoard: Fire Officer III, Fire Instructor II, Fire Inspector II, Hazmat IC.
6. The following "Certifications must be obtained within 12 months of placement into the position". "Failure to obtain the required certifications will be sufficient cause for removal from employment".
  - a. Health and Wellness Safety Officer
  - b. Fire Officer IV
7. Additional requirements will be found in DODI 6055.06 and DFAI 32-2001, and local Department Management Plans.
8. Must have at least 10 years' firefighting experience.

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

1. Demonstrate comprehension of and actively support department's Mission Statement and Core Values.
2. As official Fire Department Safety Officer is responsible for annual NFPA 1500 compliance check, scheduling two semi-annual Fire Department Safety Meeting, and reporting to Fire Chief or designated representative annual report of finding.
3. Serves as Fire Chief when IFC is off or unavailable.
4. In charge of fire department operations and shift personnel.  
Ensures Compliance with DAFI 32-2001.
5. Ensures Plans and Programs are in compliance with FESAP, NFPA 1500, and other NFPA regulations.
6. Serves as HR liaison for Fire Department when dealing with State HR.
7. Other Duties as assigned.

**AREA OF CONSIDERATION: \*\*RESTRICTED\*\***

### **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](http://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.

**SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.**

**Military membership in the Mississippi Air National Guard Fire Protection Program is desirable.**

***INCUMBENT IS SUBJECT TO UNCOMMON TOURS OF DUTY AND ROTATING SHIFT ASSIGNMENTS. THIS POSITION SHALL BE CONSIDERED THE OCCUPANT'S PRIMARY EMPLOYMENT. OCCUPANT MUST NOT BE INVOLVED IN ANY EXTERNAL ACTIVITIES OR OTHER EMPLOYMENT WHICH LIMITS, RESTRICTS, OR HAMPERS IN ANY WAY SHIFT ROTATION OR ASSIGNMENT.***

**INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.**

**MUST BE ABLE TO OBTAIN A FAVORABLE BACKGROUND CHECK.**