

**DELAWARE NATIONAL GUARD
STATE POSITION VACANCY ANNOUNCEMENT**

ADMINISTRATIVE DATA:

Position Title:	Announcement Number:	Opening Date:	Application Deadline:
Electronic Industrial Controls Mechanic	PVA # 9-26	15-Sep-25	6-Oct-25
Position Description #:	Position Number:	Pay Scale & Grade:	Salary Range:
S86221-12	11525	WG-12	\$35.70 - \$41.70 / hourly
Appointment Type:	Military Requirement:	Department:	Occupational Series:
Permanent	Non-Dual Status	Air	2606
Supervisory/Managerial Status:	Work Schedule:	Travel Required:	Relocation Authority:
No - Neither	Full-Time	Not Required	No
State Personnel Branch Contact Information:		Work Location:	
Email: ng.de.dearng.list.hro-state@army.mil Phone: 302-326-7477		166th Civil Engineer Squadron New Castle, DE 19720	

AREA OF CONSIDERATION:

- ☐ **AREA I** - All presently employed permanent/indefinite Title 20 Non-Dual Status employees of the Delaware National Guard.
- ☐ **AREA II** - All presently employed permanent/indefinite Title 20 Dual Status employees of the Delaware National Guard.
- ☐ **AREA III** - All current military members of the Delaware National Guard (Army or Air) eligible for Title 20 employment.
- ☐ **AREA IV** - All other presently employed permanent employees of the Delaware National Guard eligible for Title 20 employment.
- ☒ **AREA V** - All personnel eligible for Title 20 employment in the Delaware National Guard.

SELECTIVE PLACEMENT FACTORS:

APPLICATION PROCEDURES: All interested applicants for this position must submit a completed DNG State Employment Application, Resume, Copy of front and back of valid Driver's License (or State Issued ID), & supporting/miscellaneous documents as required in the individual PVA. Application packets should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the PVA. Do not include photo copies of awards, letters of commendation, enlisted or officer performance reports, performance appraisals, and personal photos unless specifically requested in the PVA.

Application packet must be forwarded to Joint Force Headquarters, ATTN: NGDE-HRO-SP via email to: ng.de.dearng.list.hro-state@army.mil as one package, NOT LATER THAN 5:30:00 p.m. on the business day of the Application Deadline of the position. Applications received AFTER the application deadline WILL NOT BE CONSIDERED.

MINIMUM QUALIFICATION REQUIREMENTS: Each applicant must show how they meet the General and Specialized Experience and other requirements listed below; otherwise, the applicant may lose consideration for this job.

EVALUATION METHOD: All applicants will be evaluated against the mandatory qualifications identified on this announcement IAW the NGB Qualifications Standard and/or the OPM Qualifications Standards as appropriate. Evaluation is based on the information provided by the applicant to determine if the individual possesses the minimum qualifications necessary to perform the duties and responsibilities of the position.

EQUAL OPPORTUNITY: The Delaware National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to political, religious, or labor organization affiliation or non-affiliation, marital status, race, color, sex, national origin, age, non-disqualifying physical challenges (applicable only to competitive appointments) or any other factor not job related.

CONDITIONS OF EMPLOYMENT

- Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment.
- No commitment will be made to any nominee prior to a review of qualifications by this office.
- A pre-placement physical/examination MAY BE required for employment. (see position description)
- Must be able to obtain and maintain a SECRET Security Clearance
- Applicants must be legally authorized to work in the United States. DNG participates in E-Verify.

Phillip M. Croall
Delaware National Guard
Director, Human Resources

DISTRIBUTION:
1 – Requesting Official
1 – DNG Website

SUMMARY OF DUTIES AND RESPONSIBILITIES

The complete position description is on file in the HRO (State Personnel Branch) and available for review upon request

- Installs, maintains, monitors, troubleshoots, diagnoses, programs, repairs, and replaces parts and components associated with Building Automation, Environmental Control and other Real Property Installed Equipment (RPIE) assets. Performs work on HVAC equipment, such as Building Automation Systems (BAS), Variable Air Volume (VAV) units, Air Handling Units (AHUs), Boilers and associated equipment as required. Performs system checks, monitors alarms, and interprets trending data. Coordinates with vendors as necessary to create or revise operator-interface graphics. Integrates, programs and controls existing BAS; document changes or modifications to the BAS, verifies proper installation, operation, and calibration of automated building control devices to ensure that the BAS is within specified parameters and operating systems are functioning properly. Ensures systems function within designated Department of the Air Force guidelines to include Cyber Security. Observes deviations from systems specifications and takes actions to correct or resolve these discrepancies to assist in optimizing energy performance of such systems without compromising occupant comfort, indoor air quality and other stringent user requirements needed. May calibrate, perform routine and preventive maintenance and fine-tune system controls. Ensures inspection and calibration of all inputs/outputs of primary equipment devices to include but not limited to boilers, chillers, air handling units, VAV systems, compartment and roof top units and other ancillary equipment systems, and, their associated process control variables and process control loops, which ensures the advanced direct digital control system meets all codes, standards and regulatory building facilities requirements. Devises BAS system upgrades and changes which result in the reduction of energy consumption through analysis of the BAS metering data.
- Works projects related to integrating new Building Automation System (BAS) functionality, and updates and modernizes existing functionality, to current BAS standards. Serves as technical liaison for renovation projects, where BAS changes or additions are required. Works with different trades people, control specialists, project engineers, technicians, and contractors to provide technical advice and guidance, reviews specifications, and to review engineering drawings related to BAS work and assisting field technicians on system design and installation to ensure that maintenance and installations are planned correctly and implemented effectively, troubleshoot and solve system problems and design issues and assist in the implementation of new equipment, instrumentation, and controls.
- Manages and aides with project start-ups, commissioning, performance functional testing, and troubleshooting of installed BAS controls and mechanical systems on assigned projects and point-to-point checks. Checks subcontracted controls work, including the installation of conduit, wire, cable, equipment, components and devices associated with controls systems during final inspection and testing, assures customer acceptance. Works with project team to demonstrate system operation and programming. Verifies consistency within the contracted scope of work.
- Assists equipment technicians for HVAC, boilers, air compressors, pumps, fire alarms, etc. with troubleshooting, maintenance, and repair of facilities equipment to ensure building automation systems function properly.

SIGNIFICANT INFORMATION PERTAINING TO THIS POSITION

- Must possess and be able to maintain a State Motor Vehicle Operator's License
- Must be able to obtain and maintain a government license for vehicles driven on installation.
- Must be able to obtain and maintain a restricted area/flight line badge.
- Must complete the Automated Logic WebCTRL Programming & Graphics and Hardware courses within two years of hire date.
- Position requires working irregular duty hours.
- Pre-appointment and occupational health screenings required.

QUALIFICATION REQUIREMENTS:

GENERAL EXPERIENCE:

Problem Solving - The incumbent must be able to identify and immediately correct routine errors or problems. Problems or decisions dealing with systems and components which cannot be resolved or made at incumbent's level will be addressed to the Base Facility Manager or Base Civil Engineer.

Innovation and Time Management - The incumbent must be creative in utilizing to available resources to the maximum extent. Must be able to self-manage the time for maximum efficiency with minimum supervision. The incumbent will have freedom to manage own position provided policies and procedures of Occupational Health, State Military Department, Unified Facilities Criteria and Civil Engineer Instructions are followed.

Communication - The incumbent must continually communicate with, state labor and trades supervisor, base civil engineer, facilities manager, and others as appropriate.

SPECIALIZED EXPERIENCE:

Must possess a minimum 18 months of working knowledge of heating, ventilation, refrigeration, and air conditioning (HVAC) control strategies to include applicable equipment, related tools and program generation methods. Experience should also include working knowledge of operations and maintenance of buildings and building systems to include heating, ventilation, air conditioning, electrical, energy management and metering systems, and fire alarm systems as well as basic familiarity with electronic security systems. Skill in the maintenance of, and enhancements to the Building Automation System (BAS). Deep understanding of mechanical, electrical, and HVAC systems, troubleshooting skills. Ability to read and understand blueprints, mechanical, electrical and control drawings and logic controls and BAS program language, Interpret processes, flow charts and schematics. Demonstrates knowledge and understanding of various communications protocols used in the industry including BACnet, LonTalk, Automated Logic and Modbus; familiarity with networking applications, Ethernet, TCP-IP, IP Networks and infrastructure; experience with Radius is desired, but experience with other control manufactures such as Trane, Johnson Controls, Honeywell, Siemens, etc. will also be considered. Ability to utilize automated data systems and programs.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: N/A

QUALITY OF EXPERIENCE: Length of time is not of itself qualifying. Applicant's experience will be evaluated on the basis of duties performed rather than strictly on the rank of the individual. The applicant's record of experience, training, and education must show possession of the knowledge, skills and abilities needed to fully perform the duties of the position.

PROBATIONARY PERIOD

Employees will normally serve a one year probationary period. The probationary period is the initial one year intended to ensure the employee is capable of performing the duties of the job and to determine whether they have the qualities needed for continued employment. (TPR 300 para 1-7)