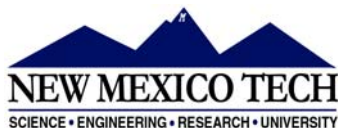


**Posted:** March 25, 2019



**REVISED 3/25/19**  
**POSITION ANNOUNCEMENT**

**TITLE:** ORDNANCE TECHNICIAN I

**DEPT:** EMRTC

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE:** \$25.00

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

**INTERNAL POSTING THROUGH:** Concurrent\* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

**JOB DUTIES:**

Prepares and conducts experimental explosive test operations. Sets up explosive test articles according to written plans, ensures area is properly cleared, detonates test article, clears test pad, and conducts site remediation. Assists with gun preparation and firing operations. Acquires necessary test materials, including explosives, and transports to test location. Provides pre-operational briefings. Assists with building customized rounds to meet pressure and velocity requirements. Assists in all capacities of a firing sequence: Load gun, install initiator, connect firing circuit, retreat to designated safe area, ensure range is safe, fire gun when instructed, conduct gun clearing operations, ensures test pad is safe to support data collection and reconstitution, complete necessary administrative functions to account for expenditures. Assists with function checks and troubleshooting malfunctions. Operates wreckers, forklifts, and front end loaders to support storage and clean-up operations. Employs mechanical hand tools, power tools, and hoisting equipment to assist in the preparation of incoming and outgoing explosive shipments. Conducts magazine maintenance and reorganizes stores as directed. Assists with inventory control as directed. Employs heavy equipment and specialized tools while assisting with assemblage, repair, and maintenance on all EMRTC or customer owned gun systems. Attends safety meeting, training classes, and maintains required certifications and/or licenses. Acknowledges by sick/annual leave policies. Presents a positive, professional attitude while communicating with all levels of EMRTC personnel and customers. Abides by New Mexico Tech/EMRTC safety policies, Standard Operating Procedures (SOPs), security policies, etc. Under the direct supervision of qualified technicians, may be required to assist: instrumentation, mechanics, field operations, or machine shop tasks.

**REQUIRED QUALIFICATIONS:**

High school (or GED) required. Spelling, grammar, basic composition and math required. Working knowledge of data entry into Microsoft and Windows software applications required. Obtain New Mexico, Class C Driver's License (CDL) with Hazardous Materials Endorsement within six months of employment. Obtain Department of Defense security clearance through "Secret" within six months of employment. Pass Bureau of Alcohol Tobacco and Firearms background check within six months of employment (Subject to the Lautenberg Amendment to the Gun Control Act of 1968). Graduate of Naval School, Explosive Ordnance Disposal (EOD) with no less than three years EOD experience required. Must be able to obtain internal certifications to operate heavy machinery to include: forklifts, front end loaders, wreckers and back hoes. Must have a valid and current driver's license. Ability to pass pre-employment drug test.

Apply to: New Mexico Tech, Human Resources 801 Leroy Pl. Brown Hall Box 152, Socorro, NM 87801-4796