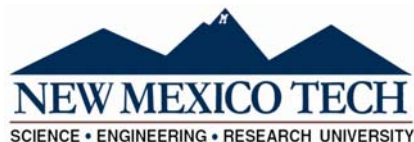


**Posted:** April 11, 2022



## POSITION ANNOUNCEMENT

**TITLE:** ARMS, AMMUNITION & EXPLOSIVES CONTROL SPECIALIST

**DEPT:** EMRTC

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE** \$19.50

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

**All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.**

**INTERNAL POSTING THROUGH:** April 21, 2022\*

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:

Maintains the EMRTC laboratory and contractors' ordnance ammunition supply, ship and receipt of hazardous materials to ensure proper storage and compatibility, order explosives/ordnance from various vendors and DoD for testing, maintain accountability records and ensure expendables are charged to correct customer. Ship hazardous materials to customer and offsite test areas.

### REQUIRED QUALIFICATIONS:

High School (or GED) level ability in spelling, grammar, basic composition and math. Three (3) years Military AA&E management control experience *OR* Three (3) years verifiable Civilian AA&E management control experience required. Knowledge or regulations that govern transporting, storing, and accounting of explosives desired. Working knowledge of personal computer, Microsoft Office required. Experience in shipping/ receiving and making out DBL/GBL desired. Familiar with DoD ammunition supply system desired. Ability to pass hazardous materials drivers physical examination required. A valid NM Driver's License required. Must attend and successfully complete an accredited course in shipping and receiving hazardous materials within 12 months after employment. Must obtain a Commercial Driver's License with Hazmat endorsement within 12 months after employment. Must successfully pass a pre-employment drug test upon hire.

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu) OR NMT/ HR 801 Leroy Place Brown Hall Box 056, Socorro, NM 87801