

WEST VIRGINIA MILITARY AUTHORITY
1703 COONSKIN DRIVE
CHARLESTON, WV 25311
POSITION VACANCY ANNOUNCEMENT
ANNOUNCEMENT NUMBER: ML250703

OPENING DATE: 02 July 2025

CLOSING DATE: Open until filled

LOCATION: West Virginia Military Authority, 1001 Army Drive, Kingwood, WV 26537

JOB TITLE: MA Technical Analyst

WORKING TITLE: Camp Dawson Project Manager

PAY GRADE: 9

SALARY RANGE: \$46,854.00 – \$70,808.00

How to Apply: Anyone interested in applying for this position must submit a completed West Virginia Military Authority Application for Employment and resume to West Virginia Military Authority, Attn. HR - Employment Applications, 1703 Coonskin Drive, Charleston, WV 25311-1085, email to ng.wv.wvarng.list.ma-hro@army.mil or fax to 304-561-6321 on or before the above closing date.

Applications may be obtained from the West Virginia Military Authority web site:
<https://militaryauthority.wv.gov/Forms/Pages/default.aspx>

NATURE AND SCOPE OF WORK

Performs administrative work for a wide variety of services or creative works, the adequate performance of which requires engineering education, training and experience in the application of special knowledge of the mathematical, physical and engineering sciences to such services or creative work as consultation, investigation, evaluation, and planning of engineering works and systems; planning the use of land and water; review of construction projects for the purpose of assuring compliance with plans any of which embraces such services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects and industrial or consumer products or equipment of a mechanical, electrical, hydraulic, pneumatic or thermal nature, insofar as they involve safeguarding life, health or property, and including such other professional services as may be necessary to the planning, progress and completion of projects.

Distinguishing Characteristics

Applies technical techniques, procedures, and criteria within rules, regulations and operating procedures of the specialty area of assignment. This is full-performance level work and assignments are reviewed for output and quality. May serve as staff specialist in a particular area of special emphasis within the area of assignment.

Examples of Work

Supports the work of engineering designs, plans, calculation, inspections, and reports for specific projects.

Assists with the assignment, work, and performance of support and technicians assigned to specific projects.

Assists with interim and final inspections of construction projects to determine compliance with applicable laws, regulations, and specifications.

Assists with the preparation and reviews of complex plans and/or contracts for projects. Assists in the writing of reports detailing recommendations, conclusions, and findings from inspections and reviews.

Reads professional journals and trade publications to gain knowledge of new technologies; assigns reading materials to subordinates.

Attend state and national meetings and seminars to improve and/or share engineering knowledge.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of laws, agency policies and practices pertaining to agency jurisdiction.

Knowledge of equipment and instruments used in various types of engineering.

Knowledge of fundamentals of various types of engineering. Ability to direct the work of technical engineering staff.

Ability to communicate effectively, both orally and in writing.

MINIMUM QUALIFICATIONS

Bachelor's degree from a regionally accredited college or university with a major in Engineering; OR bachelor's degree from an ABET accredited college or university with a major in Civil, Chemical, Electrical, Environmental, Industrial, Mechanical or Mining Engineering Technology.

Professional Engineering (P.E.) license or designation of Engineer In Training is not required.

Previous experience is not required for applicants holding an accredited bachelor's degree in Engineering or Engineering Technology.

Substitution:

Successful completion of an accredited bachelor's degree and one (1) year minimum experience in one of the areas of assignment below.

AREAS OF ASSIGNMENT:

Agricultural Engineering
Architectural Engineering
Chemical Engineering
Civil Engineering
Civil Technology Engineering
Electrical Engineering
Electrical Engineering Technology
Environmental Engineering
Geologic Engineering
Industrial Engineering
Mechanical Engineering
Mechanical Technology Engineering
Mining Engineering
Mining Technology Engineering
Petroleum Engineering
Sanitary Engineering
Structural Engineering

SPECIAL REQUIREMENTS

1. This position falls under the West Virginia Consolidated Public Retirement System.
2. CONSIDERATION WILL BE GIVEN TO ALL QUALIFIED APPLICANTS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, AGE, MEMBERSHIP OR NON-MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.
3. STATE POSITIONS ANNOUNCED BY THE ADJUTANT GENERAL ARE AT-WILL EMPLOYMENT POSITIONS. THE TERM AT-WILL EMPLOYMENT MEANS THAT THE EMPLOYEE MAY BE TERMINATED AT ANY TIME WITHOUT CAUSE.
4. Position requires security clearance and background check.

Murray "Gene" Holt, II
Director, West Virginia Military Authority