

Arms Room Custodian

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Company: Vectrus

Location: Kuwait

Category: personal-care-and-service

Overview

****This position will be physically located in Kuwait in support of LOGCAP****

Under supervision of the Armament Supervisor, the Arms Room Custodian is primarily responsible for the safe guard of weapons and weapon systems. Responsible for receiving, logging, inventory, controlling, and distribution of sensitive items.

Responsibilities

This position description is subject to change at any time as needed to meet the requirements of the program or company.

Performs the full range of work involved in the storage, issue, receipt and security of weapons and sensitive items within the arms room

Maintain 100% inventory of all assigned weapons and associated equipment ensuring all sensitive items are properly accounted for at all times.

Ensures that all sensitive items within the arm room are properly secured

Inventory of all weapons systems assigned to the Consolidated Arms Room Facility at the beginning of each shift rotation

Ensures the day to day operation of the ASG-KU, ARCENT and all tenant units personnel

weapons maintenance are conducted in accordance with all pertaining Army Regulations and Procedures.

Issues and receives weapons from all tenant unit personnel having authorization to store weapons in the Consolidated Arms Room storage facility.

Maintains the administrative shop's filing system in accordance with the ARIMS standards.

As an additional duty appointment, will maintain the Master Authorization List (MAL) as directed.

Performs other duties as assigned while adhering to the pertinent Army regulations and report any observed violations of the operations to the Small Arms Custodian Lead and/or the Weapons/ Armament Supervisor.

Participate in the upkeep and necessary maintenance of the facility to include housekeeping.

Performs other duties as assigned

Qualifications

Minimum Qualifications : Education/Certifications: One-year related experience may be substituted for one year of education, if degree is required. High School diploma or equivalent Ability to obtain host nation driver license. Must be CAC Eligible and/or able to obtain a CAC Card.

Experience: Three (3) or more years' experience in the maintenance, logistics, or security field. Completion of associated weapons school for weapons support, have a logistical background, and/or physical security experience preferred. Prior Military experience preferred

Skills : Knowledge of maintenance, logistics, and/or physical security Good verbal and written communications skills Ability to read, write and interpret data

Working Conditions: Must be capable of working in an extreme weather conditions with temperatures exceeding 120 degrees Fahrenheit. Indoor and/or outdoor environment with very adverse and harsh conditions (., hot, dry, dusty, desert environment with average

temperatures of 30 degrees in the winter and 130 degrees in the summer months).Includes some industrial production environment conditions as well.

Physical Requirements: Medium work. Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Work may require heavy lifting, stooping, climbing, prolonged standing, prolonged sitting, and working with or in areas where a potential could exist for exposure to physical, chemical, or biological agents. Employee use of personal protective equipment (PPE) is required for some situations. PPE includes, but is not limited to, head, foot, torso, respiratory, vision, and hearing protective devices. Must comply with all Fire and Safety Regulations and post policies

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