

Statewide Announcement is made of the following Active Guard Reserve (AGR) Position in the Nevada Air National Guard

Announcement Number:	14-044
Date of announcement:	9 May 2014
Closing Date:	30 May 2014 (All applications must be received before 1600 on the closing date)
Start Date No Later Than:	N/A
Position Description & #:	Security Forces Craftsman, Position #0989341 1L
Duty Location:	Reno, NV
Unit:	152d Security Forces Squadron
Area of Consideration:	Statewide* ; Current members of the Nevada Air National Guard
Grade:	Enlisted, Min E-5/SSgt- MAX-E-7/MSgt
AFSC:	3P071Required. Must currently hold 3P071 to apply.
Salary:	Full military pay and allowances depending on rank and longevity
Initial Tour Length:	3 years
Human Resources Point of Contact:	1SG Anderson (775) 887-7391/DSN 530-7391 troy.h.anderson.mil@mail.mil
Unit Point of Contact:	CMSgt Taulman (775) 788-4695/DSN 788-4695 robert.taulman@ang.af.mil
NOTE: *Statewide means: Only current members of the Nevada Air National Guard AGR's, Active Duty, Technicians or Traditional Drill Status Guardsman (M Day) may apply.	

14-044

HOW TO APPLY:

INTERESTED APPLICANTS MUST FORWARD THIS CHECKLIST WITH THE FOLLOWING DOCUMENTATION IN ORDER, NO BINDERS OR STAPLES PLEASE!

1. Initial NGB Form 34-1, dated 20131111, must be complete with original signature (Available on NGB Forms) http://www.ngbpdc.ngb.army.mil/forms/ngbf34_1.htm
2. Initial Physical:
 - **AF Form 422**, Physical Profile Serial Report, (Current within 12 Months)
 - **AF Form 1042**, (Only required if announcement requires applicant to be on Flight status)
 - Medical documents which indicates a Permanent Profile higher than a "1" in any of the PULHES fields of the physical (if applicable). Medical documents for any Temporary Profiles. Selected applicant will have to fill out a DD FORM 2870, AUTHORIZATION FOR DISCLOSURE OF MEDICAL OR DENTAL INFORMATION before start date.
3. Initial All DD Form 214 (s), NGB Form 22 (s), and DD Form 215(s) covering any active duty period. **DD 214 copy must include bottom portion that identifies Separation Code. DD 214 Member 4 will have Separation Code.**
4. Initial Current AF Form 526 Retirement Point Credit Record (Guard/Reserve members only).
5. Initial Current RIP Sheet within the last 30 days (RIP must show your ASVAB scores and awarded AFSCs).
6. Initial Air Force Fitness Management System (AFFMS) printout showing a score of at least 75%.
7. Initial Current security clearance must have valid NACLIC. A memo from Security Manager showing current clearance is required.
8. Initial Resume and any supporting documentation to reflect experience, training for the advertised position to include civilian degrees, and letters of recommendation.
9. Initial Last five EPRs/OPRs (if applicable). Submit a memo to the President of the Board, explaining reason(s) for any missing or not requiring of EPR/OPRs.
10. Initial Photograph:
 - Official Military Photo in Dress uniform without headgear preferred (Home Photo is acceptable). Photo in Airman Battle Uniform accepted if Service member does not have dress uniform. If not available submit memo to President of the Board explaining why you do not have a dress uniform photo (if applicable).

11. Initial Copy of Air Force Certificates of Training, to include highest PME completed, documenting military education appropriate to branch/AFSC which qualified.

12. Initial Applicants email address: _____
(Applicants will be contacted by email or phone for interviews)

Applications without all required supporting documents will not be considered and will not be returned. Applications received after 1600 on the closing date will not be considered and will not be returned.

US Government postage and envelopes may not be used for submitting applications. Qualified applicants will be contacted for interviews. The Board President or Human Resource Office will contact all applicants to notify them of recommendation or non-recommendation either by phone or by memorandum. If there are three or less applicants a formal board may not be held.

Submit applications to:

Nevada Military Department

ATTN: HRO AGR Branch NGNV-HR-AG

2460 Fairview Drive, Carson City Nevada 89701-5502

All applications must be received before 1600 on the closing date of this announcement. If applying for multiple job announcements you must fill out a complete packet for each announcement.

PRIMARY DUTIES AND RESPONSIBILITIES:

Major Duties:

Develops plans, policies, procedures, and detailed instructions to implement SF programs. Plans, organizes, and schedules SF activities. Operates pass and registration activities. Supervises and trains SF augmentees. Provides on-scene supervision for security forces. Inspects and evaluates effectiveness of SF personnel and activities. Analyzes reports and statistics. Must have experience supervising or performing functions such as weapon systems and resource security, air base defense, law enforcement, or combat arms functions.

Duties and Responsibilities:

Develop and conduct Wing and Unit level AT programs. Controls access, directs traffic, and checks identification of those persons entering and leaving Federal or State Military Reservation property from a number of assigned areas throughout the state. Detects and reports suspicious activity or situations. Reports all matters, which involve the security and safety of personnel or the protection of property. May be required to direct traffic, maintain roadblocks, block off areas and parking lots for special occasions, or as a measure of traffic control. Responsible for maintenance of physical security, access control, protection of life and property, and crime prevention actions within the jurisdiction of the National Guard in the state in which employed. Prevent, detect, and conduct preliminary investigations on trespassers and physical security violations. Independently, or with other physical security personnel, performs assigned tasks on fixed post or on foot patrol, or special physical patrol. Each post and patrol has established boundaries and special responsibilities, but duties generally include:

-- Standing fixed posts (gates)

-- Maintaining integrity of assigned posts and areas

-- Responsible for detention/apprehension of all persons attempting unauthorized entry into Federal or State Military Reservations controlled by the State National Guard.

-- Performing all traffic control duties as prescribed by assignment and instructions.

- Protecting private and public property.
- Observing and reporting security violations.
- Directing Vehicular Traffic.
- Maintaining radio communications as appropriate.
- Performing police and fire dispatch duties.
- Reporting all routine and extraordinary events, situations, and circumstances to immediate supervisor promptly and accurately.
- Preparing written security violation reports and other associated forms, checklist, memoranda, and correspondence.
- Remaining at assigned post until properly relieved and inventoried.
- Providing assistance to other physical security/police personnel, and military authorities and officers as required.
- Upon notification, responds to emergency recall of security personnel to assigned area within a specified time parameter. Attends and participates in scheduled training programs as assigned and watch briefing prior to beginning work. Maintains cleanliness of assigned workspaces and vehicles. Provides sworn testimony in Federal, State or Military courts as witness regarding security violations and other matters as required. Perform other physical security duties, appropriate to grade and experience as may be required. Uses and maintains physical security equipment and tools, such as vehicular and portable radios, firearms, side-handled batons, Kevlar helmets, equipment belts and other equipment as assigned.
- Performs other duties as assigned.

The work requires regular and recurring physical exertion such as long periods of standing, walking, driving, bending, stooping, and reaching, crawling and similar activities. Employees engage in such activities when participating in search activities, walking foot patrols, and responding to security situations.

The position requires shift work consisting of Day, Swing, and Mid shift, With non-standard days off. Shift schedules periodically change due to mission requirements. Position may be required to deploy on short/no notice for State and Federal emergencies as well as contingency operations.

AFSC QUALIFICATION REQUIREMENTS:

3P071Required. Must currently hold 3P071 to apply.

ADDITIONAL REQUIREMENTS:

N/A

MINIMUM ELIGIBILITY CRITERIA:

To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour. Members selected for AGR tours must meet the physical qualifications outlined in AFI 48-123. Must not be under a current suspension of favorable personnel actions. Enlisted applicants who are over grade may apply, but must indicate in writing a willingness to be administratively reduced in grade when assigned to the position. Officer applicants cannot be reduced in grade to accept an AGR position. Officer applicants may not enter the AGR program in an overgrade status. The initial tour length is three years. Failure to become AFSC qualified within the specified period is grounds for mandatory involuntary separation from the AGR program. Must have sufficient time remaining (ETS) (MRD) to permit completion of tour of duty. Subsequent tour(s) will be based on authorized force structure in effect. PCS funds have been authorized if in the best interest of the government. See ANGI 36-101 for AGR accession requirements.

THE NEVADA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units some positions may have gender restrictions.