

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

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| Announcement Number: | 16-010 |
| Date of announcement: | 17 Nov 15 |
| Closing Date: | 15 Jan 16 (All applications must be received before 1600 on the closing date in the Human Resources Office, not postmarked by closing date.) |
| Start Date No Later Than: | NLT 180 days from selection date |
| Position Description & #: | CYBER SYSTEMS OPERATIONS POS #: 0841019 |
| Duty Location: | Creech AFB, NV |
| Unit: | 232 nd Operations Squadron |
| Area of Consideration: | Nationwide*; All eligible for membership in the Nevada Air National Guard |
| Grade: | Enlisted, Max E-5/SSGT |
| AFSC: | 3D072, Preferred but not required. Applicant must be able to obtain ASFC within one calendar year. |
| Salary: | Full military pay and allowances depending on rank and longevity |
| Initial Tour Length: | 3 years |
| Human Resources Point of Contact: | SMSgt Henle (775) 887-7391 /DSN 530-7391 joseph.a.henle.mil@mail.mil |
| Unit Point of Contact: | MSgt Christopher Sipes: christopher.sipes.1@us.af.mil CMSgt Gilberto Carrera: gilberto.carrera@us.af.mil |
| NOTE: *Nationwide means: All eligible for membership in the Nevada Air National Guard, AGR's, Active Duty or Traditional Members of the National Guard and Reserve may apply. | |

16-010

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.ngbpdcc.ngb.army.mil/forms/ngbf34_1.htm
2. Initial Completed Standard Form 181
3. 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.
4. 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.**
5. Initial Current AF Form 526 Retirement Point Credit Record (Guard/Reserve members only).
6. Initial Current RIP Sheet within the last 30 days (RIP must show your ASVAB scores and awarded AFSCs).
7. Initial Air Force Fitness Management System (AFFMS) printout showing a score of at least 75%.
8. Initial A memo from Security Manager showing current clearance. Must currently hold a Secret Security Clearance.
9. Initial Resume and any supporting documentation to reflect experience, training for the advertised position to include civilian degrees, and letters of recommendation.
10. Initial Last five EPRs (if applicable) submit a memo to the President of the Board, explaining reason(s) for any missing or not requiring of EPR.
11. Initial Photograph:
 - Official Military BIO Photo in Dress uniform without headgear preferred. 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).

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

13. 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 in the HRO office before 1600 on the closing date of this announcement, not postmarked by closing date. If applying for multiple job announcements you must fill out a complete packet for each announcement.

PRIMARY DUTIES AND RESPONSIBILITIES:

Specialty Summary: Installs, supports and maintains server operating systems or other computer systems and the software applications pertinent to its operation, while also ensuring current defensive mechanisms are in place. Responds to service outages and interruptions to network operations. Administers server-based networked systems, distributed applications, network storage, messaging, and application monitoring required to provision, sustain, operate and integrate cyber networked systems and applications in garrison and at deployed locations. Core competencies include: server operating systems, database administration, web technologies, systems-related project management and supervising cyber systems. Supports identification, reconnaissance and remediation of vulnerabilities while enhancing capabilities within cyber environments to achieve desired affects. Related DoD Occupational Subgroup: 153100.

Duties and Responsibilities:

- Provides networked application resources by designing, configuring, installing, and managing data services, operating system and server applications. Provides directory services utilizing dynamically-assigned internet protocol (IP) addresses, domain name server (DNS), network storage devices, and electronic messaging resources. Manages secure authentication methods utilizing public key infrastructure (PKI) technologies and procedures. Standardizes user privileges and system settings using automated deployment tools such as Group Policy Management Console (GMPC) and System Management Server (SMS). Implements server and special mission system security fixes, operating system patches, and antivirus software. Develops, tests, and implements local restoral and contingency operations plans. Processes and reviews C4 systems requirement documentation, telecommunication service requests, status of acquisition messages, and telecommunication service orders. Performs strategic and budget planning for networks.
- Performs system resource management, to include load and capacity planning and balance. Creates, administers, and audits system accounts. Performs system-wide backups and data recovery. Ensures continuing systems operability by providing ongoing optimization and problem solving support. Applies computer security policies to safeguard systems and information. Categorizes, isolates, and resolves

system problems. Performs fault recovery by validating, isolating, correcting faults, and verifying service restoral with customers. Processes, documents and coordinates resolution of trouble calls from lower support echelons. Processes scheduled and authorized outages. Submits outage reports in response to unscheduled outages.

- Utilizes enterprise patching tools to implement security updates and patches to include: Information Assurance Vulnerability Assessments (IAVA), C4 Notice to Airman (C4 NOTAM), Time Compliance Network Orders (TCNO), Time Compliance Technical Order (TCTO), operating system patches, and antivirus software updates. Implements and enforces national, DoD, and Air Force security policies and directives. Performs proactive security functions to deter, detect, isolate, contain, and recover from information system and network security intrusions. Performs system sanitation resulting from classified message incidents (CMIs) and classified file incidents (CFIs).
- Supports information warfare operations within strictly controlled parameters and provides real-time intrusion detection and firewall protection for all networked resources. Researches latest system threats to develop and test tactics, techniques and procedures (TTPs) for defensive information operations. Employs TTPs on Air Force and DoD computer networks to defend against hostile information operations. Analyzes risks and/or vulnerabilities and takes corrective action to mitigate or remove them.
- Reviews and implements C4 systems requirements. Performs strategic and budget planning for systems hardware and software. Coordinates and implements system service level agreements and memoranda of understanding with user agencies.

As part of the Cyberspace Support career field family, manages, supervises, and performs planning and implementation activities. Manages implementation and project installation and ensures architecture, configuration, and integration conformity. Develops, plans, and integrates base communications systems. Serves as advisor at meetings for facility design, military construction programs and minor construction planning. Evaluates base comprehensive plan and civil engineering projects. Monitors status of base civil engineer work requests. Performs mission review with customers. Controls, manages, and monitors project milestones and funding from inception to completion. Determines adequacy and correctness of project packages and amendments. Monitors project status and completion actions. Manages and maintains system installation records, files, and indexes. Evaluates contracts, wartime, support, contingency and exercise plans to determine impact on manpower, equipment, and systems.

AFSC QUALIFICATION REQUIREMENTS:

3D0X2 Preferred but not required. Must be able to obtain AFSC within one calendar year.

Mandatory AFSC Entry Requirements:

- **Aptitude: General score equal to or greater than 64**
- **PULHES: 333233**
- **Must be able to lift 50 lbs.**

Not open to non-United States citizens. Open to United States citizens only.

ADDITIONAL REQUIREMENTS:

Specialty Qualifications:

- **Knowledge:** Knowledge is mandatory of cyber systems elements: capabilities, functions, and technical methods for system operations.

- Education: For entry into this specialty, completion of high school or general educational development equivalency is mandatory. Additional courses or certifications in computer and information systems technology are desirable. DoD 8570.01-M certification is desirable.
- Training: For award of AFSC, completion of Cyber Systems Operations initial skills course is mandatory.
- Experience: The following experience is mandatory for award of the AFSC indicated:
 - 3D052. Qualification in and possession of AFSC 3D032. Experience in functions such as system operations, multi-user technical support, system restoral, resource counting, or security.
 - 3D072. Qualification in and possession of AFSC 3D052. Experience supervising one of the following functions: analysis of system failure and restoral, C-CS operations, command and control systems support, system administration, or resource and project management.
- Other: The following are mandatory as indicated:
 - For award and retention of these AFSCs, must maintain local network access IAW AFMANs 33-152, User Responsibilities and Guidance for Information Systems and 33-282, Computer Security.
 - Specialty routinely requires work in the networking environment. For award and retention of AFSCs 3D032/3D052/3D072, must attain and maintain a minimum Information Assurance Technical Level II certification according to DoD 8570.01-M, Information Assurance Workforce Improvement Program.
 - Specialty requires routine access to Top Secret material or similar environment. For award and retention of AFSCs 3D032/52/72, completion of a current Single Scope Background Investigation (SSBI) according to AFI 31-501, Personnel Security Program Management, is mandatory.

NOTE: Award of the 3-skill level without a completed SSBI is authorized provided an interim Top Secret clearance has been granted according to AFI 31-501.

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 over grade 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.