

# Nationwide Announcement is made of the following Active Guard Reserve (AGR) Position in the Nevada Army National Guard

<b>Announcement Number:</b>	<b>17-002</b>
<b>Date of announcement:</b>	<b>14 October 2016</b>
<b>Closing Date:</b>	<b>3 November 2016</b> (All applications must be received before 1600 on the closing date)
<b>Start Date No Later Than:</b>	<b>15 December 2016</b>
<b>Position Description &amp; #:</b>	Civil Support Team Operations Officer – ARMY - OML
<b>Duty Location:</b>	Carson City, Nevada
<b>Unit/UIC/Para/ Line Number:</b>	92 <sup>nd</sup> CST, W7AEAA
<b>Area of Consideration:</b>	<b>Current Nevada Army National Guard AGRs</b>
<b>Grade:</b>	Officer, O-3/CPT
<b>MOS:</b>	<b>Branch Immaterial</b>
<b>Salary:</b>	Full military pay and allowances depending on rank and longevity
<b>Initial Tour Length:</b>	3 years
<b>Human Resources Point of Contact:</b>	SMSgt Joseph Henle at (775) 887-7391 / <a href="mailto:joseph.a.henle.mil@mail.mil">joseph.a.henle.mil@mail.mil</a>
<b>Unit Point of Contact:</b>	LTC Matthew Jonkey (775) 886-7706 <a href="mailto:matthew.j.jonkey.mil@mail.mil">matthew.j.jonkey.mil@mail.mil</a>
<p><b>NOTE: ALL INTERVIEWS WILL BE CONDUCTED IN PERSON AT THE DESIGNATED TIME AND LOCATION OF SET BOARD PROCEEDINGS. IF THERE ARE THREE OR LESS APPLICANTS A PACKET REVIEW BOARD MAY BE CONDUCTED BY THE SELECTING OFFICIAL AND APPLICANTS WILL NOT BE PRESENT FOR THE BOARD.</b></p> <p><b>DUE TO MISSION REQUIREMENTS, SELECTED PERSONNEL MUST HAVE THE ABILITY TO START WITHIN ONE MONTH (30 DAYS) OF SELECTION NOTIFICATION. IF SELECTED AND APPLICANT CANNOT BEGIN WITHIN 30 DAYS OF NOTIFICATION THEY WILL BE REMOVED FROM THE APPLICANT POOL AND THE NEXT AVAILABLE CANDIDATE WILL BE SELECTED.</b></p>	

**17-002**

**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 201011, must be complete with signature (Available on NGB Forms) [http://www.ngbpdc.ngb.army.mil/forms/ngbf34\\_1.htm](http://www.ngbpdc.ngb.army.mil/forms/ngbf34_1.htm)
2. Initial Biographical Sketch, IAW NGR 600-200
3. Initial Physical:
  - Current MEDPROS printout within 30 days of application (Available on AKO) <https://apps.mods.army.mil/MEDPROS/MyMedicalReadiness/default.aspx> (select IMR record). Used for verification of PHA completion within 1 year from application date and verification of HIV testing within 2 years from application date. Selected applicant will have to fill out a DD FORM 2870, AUTHORIZATION FOR DISCLOSURE OF MEDICAL OR DENTAL INFORMATION before start date.
  - 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.
  - Must present a medically certified Negative Pregnancy Test prior to accession into the AGR Program (Females only)
4. Initial Memorandum through unit Commander or authorized representative stating height/weight. Memorandum must be within 30 days of closing date and applicant must be compliance with Army Standards IAW AR 600-9.
5. Initial Memorandum through unit Commander/AO stating Soldier is not Flagged nor has any Adverse Actions Pending.
6. Initial Photograph:
  - Official Military Photo. Army Service Uniform or Dress Blues preferred. Photo in Army Combat 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).
7. Initial Last five NCOERs/OERs. Performance counseling acceptable if Soldier has no NCOERs. Submit a memo to the President of the Board, explaining reason(s) for any missing or not requiring of NOCERs/OERs (may apply to newly promoted E-5s and newly appointed commissioned officers).
8. Initial Copy of DA Form 705 (APFT) for past three years.
  - **Must have successfully completed and passed most recent APFT within 12 months.** Ensure DA Form 705 states, “FOR RECORD GO”. Submit memo to President of the Board explaining why you do not have three years of APFT records (if applicable).
9. Initial Retirement Points History Statement (RPAS).

10 Initial Personnel Qualification Record (PQR) or ERB/ORB.

11 Initial Current security clearance, JPAS printout **or** memo from security manager- must have NACLIC Secret or be eligible to obtain Secret.

12 Initial Certified copy of ERB or DD 1966-1 or Recruiter's Worksheet demonstrating qualifying Armed Services Vocational Aptitude Battery/Armed Forces Classification Test (ASVAB/AFCT) scores. Needed to verify ASVAB/AFCT scores (Not required for Current Officers).

13 Initial Resume and any supporting documentation to reflect experience, training for the advertised position to include letters of recommendation or civilian degrees.

14 Initial All DD Form 214 (s), DD Form 215 (s), DD Form 220 (s) and NGB Form 22 (s) covering any active duty period. **DD 214 copy must include bottom portion that identifies Separation Code.**

15 Initial Copy of documentation showing military education completed for: MOS, NCOES and OES (Office Educations System) (i.e. 1059's).

16 Initial **Applicants email address:** \_\_\_\_\_ You will be contacted by email or phone for interviews.

17 Initial Copy of valid Civilian and Military Drivers Licenses.

**Applications without all required supporting documents will be returned without consideration. Applications received after 1600 on the closing date will be returned without consideration.**

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:** This position is for the 92nd CST Operations Officer. The incumbent works directly for the 92nd CST Commander. Duties performed are described below.

Operations Officer's duties :

- Responsible for all matters concerning the development of plans, orders, taskings, Incident Action Plans during CST missions, and future operations.
- Manages current operations including tracking and situational updates.
- Plans for the integration of the CST into the Incident Command System when deployed.
- Responsible for management of unit SOPs and all matters concerning unit training, including unit training calendars, yearly calendars, training meetings, and specialized individual training requirements.
- On a weekly rotational basis, serves as the Commander of a no-notice Initial Response Team which responds to WMD/HAZMAT emergencies.
- Responsible for assuming the duties of the Commander and Deputy Commander in their absence.
- Conducts liaison duties with Federal, State and local emergency service agencies as required.
- Is trained and ready to perform duties while wearing various levels of Personnel Protective Equipment.

### **Additional Information:**

The Operation Officer Civil Support Team members will attend approximately 450 hours of initial training during the first 12 months of their tour. The CST is operationally ready 24 hours/day/week for both real world mission requirements and training/exercises. The team may work under hazardous and potentially life threatening conditions. **All CST Team members will train/work with live chemical, biological, and radiological agents/releases as a result of training and/or operations.**

Applicants are strongly encouraged to become familiar with the National Incident Management System (NIMS) by completing independent study (IS) courses IS-100.a, IS-200.a, and IS-700.a located at <http://training.fema.gov/IS/NIMS.asp> **prior** to the selection board.

## QUALIFICATION REQUIREMENTS:

*Physical demands rating and qualifications for initial award of required ASI.* Selected personnel must possess the following qualifications:

- (1) Must be medically qualified for the position of assignment; a physical profile of 122221.
- (2) Incumbent must attend resident training at the U.S. Army Chemical School (USACMLS) where they will be exposed, while wearing CBRN protective wear, to toxic agents in the chemical defense training facility. No other course will be the basis for this qualification.

## ADDITIONAL REQUIREMENTS:

The following qualifications are strongly desired:

1. **Previous experience as a Battalion/Brigade Training or Operations Officer, including knowledge and experience of ATMS, DTMS, USR, MDMP, and related doctrine.**
  2. **Previous budget management experience, including GFEBs and contracting.**
  3. **Experience or knowledge of the CBRN Response Enterprise and/or Military Support to Civil Authorities.**
  4. **TS/SCI Security Clearance or capable of receiving TS/SCI.**
  5. **Formal training, degrees, or certificates in the disciplines of Domestic/Homeland Security/Emergency & Disaster Response Operation, including certifications in the Incident Command System.**
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- **Must have successfully completed (or within 90 days of start date) Company Command.**
  - Must be a current AGR member of the Nevada Army National Guard.
  - All applicants must have a passing APFT within the past 12 months.
  - Must have a working knowledge of automated office procedures
  - Must meet physical qualifications outlined in AR 40-501, Chapter 3.
  - Must successfully pass a Standardized Occupational Health – AR 40-501 Chap 3 Exam.
  - Selected individual must undergo and pass a pulmonary function test prior to being hired.
  - No candidates with P-3 physical profiles.
  - Normal color vision required
  - All candidates must complete physical exam with the following ancillary studies and forms prior to start date:
    - Physical exam forms: DD Forms 2807-1 and DD 2808-1 must be completed and signed by authorized HCP. Must show normal color vision screening results, from a vision provider required and audiogram results.
    - Lab tests (reported on DD Form 2808-1: full chemistry panel, CBC with differential, fasting lipid panel, urinalysis, glucose, HIV, urinalysis drug screen, PSA if >39 yrs old
    - Studies: PFT (showing 3 best curves by certified tester using calibrated equipment), Chest X-Ray PA and LAT, Reference audiogram, Full Vision Screening, EKG if >39 yrs old
    - Additional Forms: OSHA FOH-22 (OSHA Respirator Clearance Form), DD2005 (Privacy Health Care Records), SF507 O-W (Fitness Capacity Certificate), DD FORM 2870 (Authorization for Disclosure of Medical or Dental Information), Copy of DD3349 (Temporary Profile if applicable)
  - Selected individual will be required to reside within a 1 hour commute from duty location. PCS move authorized.
  - Must meet any Special Requirements as specified on Position Description.
  - Must possess an active Secret security clearance.
  - Members on the Weight Control/Management Program are ineligible for entry into the AGR Program. Members must meet the weight requirements at the time they are placed in the AGR program.
  - Must be eligible to complete a minimum of three (3) years in AGR status immediately prior to his/her mandatory separation date or prior to completing 18 years of Active Federal Service.
  - Must not have been previously separated for cause from active duty or a previous AGR tour.
  - Must not be eligible for, or receiving a federal military retired or retainer pay, nor federal service annuities.

- Must meet minimum qualifications for duty position within 12 months of their assignment to the unit. (NGR 500-3/ANGI 10-2053, Para 13-8 (3))
- Will be required to receive immunizations, such as but not limited to Anthrax and Smallpox.
- Must not be color blind
- Not be under the suspension of favorable actions (Flags).
- Must present a medically certified Negative Pregnancy Test prior to accession into the AGR Program (Females only).
- Possess a state driver's license and ability to operate vehicles organic to the unit.
- All CST members work in an EPA Level A Personal Protective Equipment (PPE) fully-encapsulated suit with supplied breathing air. Members will be required to use respirators for their duties. Those duties could include light to heavy lifting/activity and occur under humid conditions exceeding 4 hours per day.
- **Due to the extensive specialized training requirements and in accordance with Title 32 AGR full time duty, personnel shall serve a minimum three-year assignment tour.**
- All applicants must be prepared to pass a Level A PPE Performance Measures Test prior to being selected for the CST.
- Applicants will be screened against criteria stated in AR 135-18, AR 40-501 and AR 611-201. Applicants not meeting the screening criteria of these publications will be returned without action.
- This position requires working around or with Hazardous conditions and in confined spaces.

**Application Process.** The AGR selection board will review packets for eligibility. If packets meet eligibility criteria, the applicant will be scheduled for an interview. Any applicant offered a position may be required to successfully complete a LASE test (Dexterity and endurance test in a Level A fully encapsulated hazardous materials suit) in order to evaluate applicants ability to operate in enclosed environments prior to officially being hired. The board will select the best qualified applicant.

#### **MINIMUM ELIGIBILITY CRITERIA:**

Individuals who have been involuntarily separated from the AGR program or Full Time National Guard Duty are not eligible to reenter the program. Must meet medical standards prescribed by AR 40-501 chapter 3. You will be required to complete a physical exam if you do not have a current one within the last two years. Must not be under a current suspension of favorable personnel actions. Applicants who voluntarily separate from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation without an NGB approved waiver. Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities. 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. Members must remain in the position in which initially assigned for a minimum of 18 months. The initial tour length is three years. Failure to become MOSQ within the specified period is grounds for mandatory involuntary separation from the AGR program. Applicants must meet the physical demands rating and qualifications for award of MOS in accordance with AR 611-21 and NGR 600-200. Must meet Army Physical Fitness standards and height and weight standards as prescribed by AR 350-1 and AR 600-9. 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.

#### **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.

STATE OF NEVADA  
MILITARY DEPARTMENT  
2460 FAIRVIEW DRIVE  
CARSON CITY, NEVADA 89701

**PERSONAL IDENTIFICATION INFORMATION:**

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ Sex: \_\_\_\_\_

Race: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

***AUTHORIZATION FOR RELEASE OF INFORMATION***

In consideration for processing a request through the Defense Security Services, I, the undersigned, whose name and personal identification information voluntarily appears above, do hereby and irrevocably agree to the following:

1. I hereby authorize the Defense Security Services, its Records Division, and any other agency of criminal justice, to search for and release criminal history record information to the requestor named below. In giving this authorization, I expressly understand that the information may include information pertaining to notations of arrest, detainments, indictments, information or other charges for which the final court disposition is pending or is unknown to the above referenced agencies. For records containing final court disposition information, I understand that the release may include information pertaining to dismissals, acquittals, convictions, sentences, correctional supervision information and information concerning the status of my parole or probation when applicable. Further, I understand that the information may include similar information obtained from other local, state and federal criminal justice agencies and may include information pertaining to convicted person data, outstanding arrest warrants, missing persons, court stalking/restraining orders and orders for protection against domestic violence.

2. In giving the above authorization, I understand that all information provided to the requestor is confidential, as relating to a third party beyond that of the requestor, appropriate agencies of the State of Nevada Military Department, its officer(s), agent(s) and/or employees and of criminal justice agencies in the performance of their official duties, and may not be further disseminated without my expressed written permission or an order from a court of law having jurisdiction.

3. I understand that I may review and challenge the accuracy of any and all criminal history records which are returned to the requestor, and that the proper forms and procedures will be furnished to me by the Defense Security Services upon request.

4. I hereby release from liability and promise to hold harmless under any and all causes of legal action, the State of Nevada Military Department, its officer(s), agent(s) and/or employee(s) who conducted my criminal history records search and provided information to the requestor for any statement(s), omission(s), or infringement(s) upon my current legal rights. I further release and promise to hold harmless and covenant not to sue any persons, firms, institutions or agencies providing such information to the State of Nevada Military Department on the basis of their disclosures. I have signed this release voluntarily and of my own free will.

A reproduction of this authorization for release of information by photocopy, facsimile or similar process, shall for all purposes be as valid as the original.

Requestor:

Nevada National Guard  
2460 Fairview Drive  
Carson City, Nevada 89701

Applicant's Signature, Date \_\_\_\_\_

Address: \_\_\_\_\_