

HAWAII NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495

ANNOUNCEMENT NUMBER: JVA FY2019-07

DATE: 24 January 2019

CLOSING DATE: 08 February 2019

The following Enlisted position vacancy in the Hawaii National Guard is announced. This vacancy is to be filled under the provisions of Title 32, USC 502(f) and Section 502 Public Law 98-94. This is a three-year fulltime National Guard duty tour in Active Guard/Reserve (AGR) status and will be filled through a competitive selection panel process with approval by the Chain of Command. Final selection will be based upon qualifications, suitability, and available manpower resources.

POSITION TITLE, MOS, PARA, LINE, MAXIMUM AUTHORIZED MILITARY GRADE:

First Sergeant, 74D5M/Air Force Specialty Code (AFSC): 4N0, 3E9, 2S0/2T1, 3D1, 3D0, Para 001, Line 03, E8

UNIT AND DUTY LOCATION:

93d Civil Support Team (WMD), Hawaii National Guard, Kapolei, Hawaii

WHO MAY APPLY:

Current on-board AGRs in the Hawaii Army/Air National Guard in the grade of E7-E8.

AREA OF CONSIDERATION:

All applicants must have successfully completed Civil Support Skills Course (CSSC). All applicants MUST be serving on a subsequent AGR tour and must be able to become qualified in MOS 74D or qualified in any of the following AFSCs: 4N0, 3E9, 2S0/2T1, 3D1, 3D0 within 12 months of assignment into the new duty position. If a waiver is required for a subsequent tour (AR 135-18, table 2-4 and NGR 600-5, table 2-1), the waiver must be approved prior to the closing date of this Job Vacancy Announcement. No other waivers authorized.

INSTRUCTIONS FOR APPLYING: The documents listed below **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the Soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

ARMY APPLICANTS:

1. NGB 34-1(dated 20131111) must be complete with original signature #17. **Signature will be in original or digital signature. Errors, omissions of information, application completed in pencil, or unsigned application, and those that are late due to the email system will be returned without action.**
2. Individual Medical Record (IMR) printout from MEDPROS. Periodic Health Assessment (PHA) must be dated within the last 12 months to be valid.
3. All current permanent and/or temporary physical profiles (DA Form 3349), if applicable.
4. Last five (5) Non-Commissioned Officer Evaluation Reports (NCOER) – Current and previous 4, if applicable.
5. **Certified** copy of Enlisted Record Brief (ERB).
6. DA Photograph taken within the last 24 months.
7. All DD214s, DD215s, and DD220 to verify all previous active service periods.
8. NGB Form **23B** (Retirement Points History Statement).
9. Proof of highest level of Civilian Education acquired.
10. Proof of Secret security level clearance (JPAS printout will not be accepted). Contact the HIARNG Security Manager or appointed representative for a memo.
11. DA Form 705 (Record APFT) and DA 5500-R/5501- HT/WT data (must meet standards IAW AR 600-9), both taken within six (6) months at the time of application submission. Also include **three other previous APFTs for a total of 4 scores submitted.**
12. Memo explaining any gaps or missing required documents (APFT, OER, DA Photo, etc.).

AIR APPLICANTS:

1. NGB 34-1(dated 20131111) must be complete with original signature #17. Signature will be in original or digital signature. Errors, omissions of information, application completed in pencil, or unsigned application, and those that are late due to the email system will be returned without action.
2. Current and complete Report on Individual Personnel (RIP) printout from virtual MPF.
3. Copy of a current (within the past year) Air Force Fitness Management System II (AFFMS) report with a passing score or other service component equivalent document that provides physical fitness test results.
4. Last five (5) performance appraisals (current and previous 4). If the performance appraisals are not available, documents of past civilian performance, letter of recommendations, and/or military performance may be submitted. These documents will be evaluated as part of the selection process.
5. Provide Point Credit Summary (PCARs) from MilPDS or other service component equivalent document which will allow HIHRO-A office to

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validate total active federal military service years of the applicant

6. Memo explaining any gaps or missing required documents above.

Forward your application packet, via your official military/enterprise email only, to Human Resources Office (HRO) group mailbox: ng.hi.hiarng.mbx.nghi-hro-agr@mail.mil. Your application packet must arrive in our mailbox no later than 2359 hours on the closing date indicated above or your packet will not be accepted. Documents must be scanned in the order as listed above and emailed as one (1) pdf file format. Subject line of the email must include the announcement number and the applicant's name.

Application packets will be screened by HRO prior to submission to the selection panel. Each applicant will ensure that supporting documents, to include diplomas, orders, etc. are submitted with the application as evidence of meeting the APPOINTMENT REQUIREMENTS. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.** Applicants who do not meet eligibility requirements under Area of Consideration and Minimum Appointment Requirements will not be submitted to the selection panel and will be notified of their non-consideration within 10 days of the JVA's closing date.

MINIMUM APPOINTMENT REQUIREMENTS: For initial entry and subsequent assignment in the AGR Program, an applicant must meet and maintain the qualifications prescribed below, additionally meet standards prescribed IAW AR (NGR) 600-5, AR 135-18, AR 40-501, AR 600-9, AR 600-10, ANGI 36-101 and ANGI 10-248.

1. Must be a member of the Hawaii National Guard.
2. Must meet subsequent entry criteria for the title 32 AGR program as listed in AR 135-18, table 2-1. May be disqualified for any criteria as listed in table 2-2 and 2-3.
3. Must be 18 years of age, and less than 55 years of age for initial entry.
4. A physical profile of 122221 or better. If there is a 3 or 4 in current PULHES, include verification of MAR 2 proceeding results.
5. Must have a current physical demand category (PDC) rating of Moderate (Gold) or higher.
6. Must meet the Army body fat standards IAW AR 600-9.
7. Must be able to complete a 3-year initial tour of Full-time National Guard duty (FTNGD) prior to reaching 18 years AFS or the date of mandatory removal from an active status based on age, or service (without an extension).
8. Applicants must not currently be under suspension of favorable personnel actions as per AR 600-8-2 even if no flag has been initiated.
9. Applicants who have voluntarily resigned from the AGR program are not eligible to apply for one year from date of resignation.
10. Those applicants who resigned from the AGR program in lieu of adverse actions are not eligible to reenter the AGR program.
11. Applicants must not be a candidate for public office or holding a civil office.
12. Single applicants with dependents or applicants married to another service member with dependent(s) must have an approved Family Care Plan upon date of hire.
13. Upon selection, the selectee will be medically evaluated for clearance by the Office of the State Surgeon (POC: Deputy State Surgeon). Selectee must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3 or AFI 48-123, within 12 months prior to initial entry in the AGR program.
14. Soldiers with a favorable enlistment or appointment physical examination (IAW AR 40-501, Chapter 2) or flight physical examination (IAW AR 40-501, Chapter 4) conducted within 12 months prior to initial entry in the AGR program are not required to complete an additional PHA for entry.
15. Must be medically certified as drug free and have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry in the AGR program IAW AR 600-110.
16. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
17. Request for exceptions to, or waivers of APPOINTMENT REQUIREMENTS as specified herein will **NOT** be accepted. Waiver for certain Basic Eligibility Criteria will be considered and must receive NGB approval.
18. There are no medical waivers for initial appointment in the AGR Program if the Soldier does not meet the physical and medical requirements IAW AR 40-501 or ANGI 10-248.
19. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence.
20. Selected individual **MUST** meet Professional Education Center (PEC) Training Courses prescribed for position vacancy within one (1) year from start date.
21. Persons entitled to Permanent Change of Station (PCS) allowances/benefits may be eligible for consideration contingent upon availability of PCS funds from NGB. Authorization for payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the Hawaii National Guard and upon availability of funds from the National Guard Bureau.
22. **SPECIAL ELIGIBILITY REQUIREMENTS FOR WMD-CST DUTY:** To qualify for selection to WMD-CST positions, the applicant must –
 - (a) Complete a physical examination IAW paragraph 9-3 of NGB J-39 before completion of the hiring process. HAZMAT Technician certification requires that each individual on the WMD- CST maintains the minimum medical standards noted throughout their duty assignment.
 - (b) Undergo urinalysis drug screen testing upon entry on active duty, and periodic testing while assigned to WMD-CST duty.
 - (c) Meet AOC/MOS qualifications for their duty position within 12 months of their assignment to the unit. An extension may be granted as an exception to policy IAW NGR 600-5 and ANGI 36-101 when WMD-CST training and MOS/AFSC qualification courses cannot both be accomplished in the initial 12 months through no fault of the service member.

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- (d) Uphold the highest standards of conduct and personal appearance.
- (e) Ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. Commanders must maintain a copy of the written approval for outside employment of AGR members. However, this employment must not impact the unit mission accomplishment or unit readiness.
- (f) Successfully completed Civil Support Skills Course (CSSC). All WMD-CST members are required to attend CSSC, an eight to nine week primer course that should be completed upon selection into the WMD-CST program.
- (g) Must agree to minimum three-year tour on the WMD-CST after completion of CSSC.
- (h) If the Soldier holds an alternate MOS identified in the WMD-CST TDA, the State will submit an exception to policy request to the appropriate NGB staff section for approval before hiring action is completed.
- (i) Per NGB-J39 memo, dated 16 Oct 2018, Subject: WMD-CST Air National Guard First Sergeant AFSC Requirement, the CNGBM will be changing the AFSC for Air Force First Sergeants assigned to the WMD-CST to any AFSC. The following will serve as the requirements for an Air Force SNCO to serve in the position of First Sergeant on a WMD-CST:
 - (a) Hold the grade of E7 or E8
 - (b) Approved for the position by the Commander
 - (c) Able to meet the mission requirements for serving on the WMD-CST

Additional training requiring for the awarding of the Additional Skill Identifier (ASI) must be completed within the first 18 months of assignment in the duty position.

- (j) All applicants with a history of Physical Profile capacity of P-3 or higher IAW AR 40-501 will be screened out prior to consideration for WMD-CST assignments. Following initial medical screening the applicant must have an AR 40-501 Chapter 3 Accession Standards physical examination incorporating forms, laboratory tests, and screening tests identified in Appendix I of NGB-J39 for ARNG personnel. This physical examination must also satisfy the requirements in Code of Federal Regulations (CFR) 1910.120(f). The ability to don and Perform physical tasks in PPE is a requirement for all team members. WMD-CST candidates will be screened IAW DA PAM 40-8 and given Pulmonary Function Tests (PFT) prior to accession. These tests will be monitored and results evaluated by the unit HCP. Candidates who do not meet the minimum physical requirements or have medical/psychological conditions that would preclude service on the WMD-CST may not be considered for placement on the WMD-CST. The WMD-CST Commander will review the results with the HCP and will determine eligibility for placement.
- (k) The selected individual will be required to pass an Occupational Safety and Health Administration (OSHA) Hazardous Materials physical. Individuals unable to pass required physical exams may be released from the WMD-CST program. The OSHA physical is a separate requirement from the standard military retention physical or Periodic Health Assessment (PHA).
- (l) All members of the WMD-CST will be administered the standard regimen of individual medical readiness (IMR) immunizations. Given the risk of possible exposure WMD-CST members may encounter while executing their mission, they will also receive the immunizations recommended by the Military Vaccine Agency (MILVAX) IAW AR 40-562. Specifically, WMD-CST members will be administered anthrax and smallpox vaccines IAW DoD guidance.

DUTIES AND RESPONSIBILITIES:

1. Supervisory Controls: Receives general and specific guidance from the 93rd CST commander.
2. Justification: Department of Defense Reform Initiative Directive #25: DoD Plan for Integration of the National Guard and Reserve Component into Domestic Weapons of Mass Destruction Terrorism Response. Program Budget Decision (PBD) 712 establishes the mission of homeland defense for the National Guard. This position supports the requirements as established by the DoD plan and PBD 712. Department of Defense Authorization and Appropriation Bill for FY01, signed 25 Oct 99, authorized the creation of seventeen (17) additional Weapons of Mass Destruction –Civil Support Teams.
3. Position Description:

Serves as the WMD-CST NCOIC; manages the enlisted force and resolve enlisted force issues impacting the readiness of the WMD-CST. Responsible for the organization and supervision of the WMD-CST main command post (CP). Plans for future operations and acts as central point of contact for all lessons learned during WMD-CST deployment. Standardizes the WMD-CST pre- deployment checklist and implements a system to track personnel entering/exiting a WMD incident site. Utilizes an execution checklist with code words to monitor Chemical, Biological, Radiological, and Nuclear (CBRN) response. Meets with civilian and military groups to brief WMD-CST concept, organization and mission. Implements new WMD-CST personnel management policies.

Employs WMD-CST SOPs, demonstrates appropriate operation control over WMD-CST operations throughout a CBRN response. Knows the incident command system (ICS) employed at the state (local) level to coordinate the activities of any attached or assigned CBRN units. Implements the overall tactical standard operating procedures (SOP) for the WMD-CST. Plans, conducts, and evaluates individual and collective CBRN training and provides technical advice on all CBRN operations and hazards to the Commander. Responsible for deploying a trained and effective CBRN unit to a suspected or known WMD terrorist incident. Ensures immediate response to natural or man-made disasters to assist local, state, tribal and federal civil authorities. Establishes direct liaison with emergency responders and emergency management officials. Maintains formal certifications as a HAZMAT Technician, Ropes Rescue, and Confined Space Technician. Must have knowledge of CBRN antidote, safe patient extraction, and crime scene preservation techniques. Serves as the Site Safety Officer for all real world callouts, training exercises, and evaluations. Responsible for the health, morale, and training of 21 Officers and NCOs. Enforces established policies and standards pertaining to performance, care, conduct, appearance, effective personnel utilization, management, and training. Responsible for over \$10 million dollars of property, one office building, and a fleet of vehicles. Assists the Commander in developing and maintaining unit readiness reports, yearly training guidance and conducts pre-incident planning.

Exercises appropriate operational control over CST operations throughout a response. Receives general and specific guidance from the Commander and coordinates operations with the Deputy Commander and Operations Officer.

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EQUAL OPPORTUNITY:

The Hawaii National Guard is an Equal Employment Opportunity Employer. All qualified applicants will receive equal consideration for this announcement without regards to race, religion, color, sex, national origin, public affiliation, or any other non-merit factor(s).

NOTE: IF YOUR APPLICATION PACKET DOES NOT PROVIDE ALL OF THE INFORMATION REQUESTED ON THE FORMS AND DOCUMENTS LISTED ABOVE, YOU WILL LOSE CONSIDERATION FOR THE JOB. If you have questions, call the AGR Branch well in advance of the closing date of this JVA.

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