

ACTIVE DUTY OPERATIONAL SUPPORT (ADOS) VACANCY
STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495

ANNOUNCEMENT NUMBER: JVA FY2021-05

DATE: 3 June 2021

CLOSING DATE: 23 June 2021

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 will be funded using FTNGD-OS VWMD funds. This vacancy is to 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. Length of tour will be dependent on availability of funds on a fiscal year basis.

POSITION TITLE AND DUTY LOCATION

Force Health NCO, 68W2O, Hawaii CBRNE Enhance Response Force Package (CERFP), Kapolei, Hawaii

AREA OF CONSIDERATION:

Open to present Non-Commissioned Officers of the Hawaii National Guard in the grade of E-5/SGT. All applicants must be 68W MOSQ and possesses a Secret security clearance.

See Minimum Appointment Requirements for additional information.

INSTRUCTIONS FOR APPLYING: An applicant **must**, at a minimum, submit the following documents with their application and meet all applicable criteria:

1. Resume
2. DA form 1058 Application for Active Duty Special Work
3. Retirement Point Accounting Management (RPAM), or NGB Form 23A. Note: Note Failure to disclose pertinent information that is not coded on this form may be grounds for release from the program.
4. Copy of DA Form 705 (Record APFT) - reflecting most current passing record APFT. Also include three other previous APFTs for a total of 4 scores submitted.
5. Copy of DA 5500/5501 – reflecting most current HT/WT data (must meet standards IAW AR 600-9), taken within six (6) month from this JVA's closing date. If current Ht/Wt are within standards, complete only Name/Rank/HT/WT/Age. Completed form must be certified by two unit representatives. Also include three previous DA 5500/5501 (if applicable) for a total of 4 scores submitted.
6. Copy of last three NCOER Evaluations).
7. Copy of current ERB
8. Copy of Valid Hawaii State Driver's license.

Each applicant is responsible for ensuring the application and all other forms and supporting documents above are submitted NLT 1700hrs on the closing date of this JVA via email to SFC Bal at jovyryan.r.bal.mil@mail.mil. Errors, omissions of information, incomplete applications or unsigned, and late submission will not be considered. Questions may be directed to SFC Bal at VOIP: (808) 672-1797 or Gov't Iphone (808) 859-0324.

MINIMUM APPOINTMENT REQUIREMENTS:

1. Able to maintain good standing with M-Day Unit
 2. Must provide current APFT and current Height & Weight within 6 months
 3. Must not be under current suspension of favorable personnel actions.
 4. Must be medically qualified under the provisions of Chapter 3 of AR 40-501 Retention Standards
 5. No Temporary Profiles. Provide copy of permanent profile, if applicable
 6. Strong interpersonal skills and Collaborative skills
 7. Excellent time management skills.
 8. Excellent attention to detail and organization.
 9. Exceptional communication skills.
 10. Possess a valid state driver's license and military driver's license.
 11. Strong proficiency in Microsoft Office, Excel, Power Point and other operations applicable software programs.
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POSITION DESCRIPTION: Full Time National Guard Duty - CERFP Force Health NCO is Responsible for tracking, coordination and planning of all individual training, medical and functional readiness requirements of 208-CERFP service member. Advises the Operations Officer and Deputy Commander on all individual readiness related issues. Manages the development CRE policies and implementation of CRE programs, and procedures for CERFP service member. Process and coordinate orders for training and operations and emergent requirements. Responsible for the accountability and readiness of assigned and attached personnel. Provides Individual Medical Readiness (IMR) support to all CERFP service member. This includes but is not limited to coordinating HIARNG MED Detachment and HIANG MED Detachment to ensure CERFP service member are updating their vision and hearing screenings, blood draws and testing, immunizations, dental examinations and treatment, Periodic Health Assessments (PHA) if indicated. Manages and coordinate with MED Detachment, Unit/MSC, and Soldiers with T3, T4, P3 or P4 profiles via the Medical Non-Deployable (MND) Application in MODS for further adjudication in conjunction with MEDCOM. Monitors MEDPROS for all work accomplished, to include follow-up on entry of IMR results and pull of Service member IMR and unit reports, when required. Manage and process line of duty (LOD) for CERFP service member. Serves as the CERFP CPR or Basic Life Support (BLS), OSHA Respiratory Protection Program Coordinator to facilitate the training and recertification programs. Provides medical operations, medical logistics and patient administration subject matter expert assistance for CERFP C2. Provides case management assistance for the CERFP FTE Medical Readiness Program for annual extensions, and T2-4 or P2-4 profile tracking. Must attain and maintain Defense Occupational and Environmental Health Readiness System. Serve Human Resource (S1) assistant for C2 and assist managing Mission Analysis Readiness Resource Synchronization (MARRS)-CBRNE Response Enterprise (CRE). Manages and support disaster preparedness equipment and capabilities demonstrations. The Force Health NCO implements strategic training policy directives at the operational level, report training statistics, and shape force health implementation policy. Assists with both ANG & ARNG implementation of NG CRE force health guidance and IMR tracking to include all routine readiness requirements and additional CRE requirements such as Smallpox Vaccination Program (SVP), Anthrax Vaccination Immunization Program (AVIP); Respiratory Protection Program (RPP). Serve as Subject Matter Expert (SME) / Knowledge Manager to M-Day personnel.

Specific Position Requirements:

1. Must meet Occupational Safety and Health Administration (OSHA) respiratory/asbestos screening standards, NFPA requirements as implemented by CBRN enterprise, and able to enroll in CBRN Respiratory Protection Program.
2. Must complete required courses listed in the NG CERFP Individual Training Matrix (ITRM); must attend VWMD Command Post C2 Course on 17-19 August 2021 and other courses prior to 01March2022 (EXEVAL)
3. Must attend all CERFP Training Events, NGB conference, C2 Yearly Training Planning Meetings, and internal operation meetings.
4. Must be able to attend recommend courses PEC medical readiness and Human Resources if funds are available.
5. Must be available through the end of Fiscal Year (FY) with possibility to extend following FY. Extension / Re-hiring subject to job performance and availability of funds.
6. Must establish residency on Oahu and commuting within reasonable distance to meet program 3hr ADVON deployment standard.
7. Must be able to deploy locally / CONUS at No or Short notice (Responsible and established family care plan).
8. Serve as Force Health NCO subject matter expert (SME) and Assistance S1 to Command and Control (C2).

Knowledge and Skills:

1. Knowledge of all CERFP operational capabilities (C2, Search & Extraction, Decontamination, Medical, Fatality Search & Recovery, and Joint Incident Site Communication Capability) in exercise and real-world environment.
2. Knowledge of other ARNG and ANG support unit capabilities and integration within the CRE mission set.
3. Knowledge of federal, state, and local regulations and NGB policies & directives pertinent to the position.
4. Strong administrative, organizational, and prioritization skills.
5. Excellent time management skills and attention to detail.
6. Proficiency in developing and utilizing reporting through Microsoft Office Suite, and other administrative applications.
7. Ability to compose correspondence or other written communication products.
8. Exemplary verbal communication skills with the ability to deliver informative briefs.
9. Ability to analyze and solve problems to make sound decisions. Critical and creative thinking.
10. Good interpersonal skills such as the ability to build a strong sense of teamwork and purpose with staff members

CERFP Specific Duties and Responsibilities:

1. Annually update CERFP Logistic & Maintenance CERFP Policies and Standard Operating Procedures
2. Develop CBRN Response Enterprise (CRE) Medical Readiness Polices and Standard Operating Procedures
3. Manage and update MEDPROS for all CERFP personnel
4. Manage and monitor MARRS for all CERFP Personnel

PLEASE POST THIS VACANCY ANNOUNCEMENT ON UNIT BULLETIN BOARDS UNTIL CLOSING DATE

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5. Coordinate with MEDCOM for Anthrax and smallpox immunization
6. Coordinate with MEDCOM for CPR certification for Search & Rescue and other selected personnel
7. Manage and process on Line of Duty (LOD)

Operational CERFP Duties:

1. Deploys for all CRE missions as Force Health NCO Subject Matter Expert
2. Serve as Assistance S1 during CRE deployment
3. Other duties as assigned

EQUAL OPPORTUNITY:

The Hawaii Army 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).
