



# District of Columbia Air National Guard

## AGR Announcement

### 18-382



<p><b>APPLICATION MUST BE FORWARDED TO:</b></p> <p><b>IN ORDER TO RECEIVE CONSIDERATION</b>  <a href="mailto:NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL">NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL</a></p>	<p><b>OPENING DATE:</b> 25 July 2018</p>	<p><b>CLOSING DATE:</b> 25 August 2018</p>
	<p><b>Position Title:</b> COMMAND AND CONTROL TECH (ACA)  <b>Max Grade:</b> TSgt (E6)  <b>Min Grade:</b> SSgt (E5)  <b>AFSC:</b> 1C351</p>	
	<p><b>Appointment Status</b>  <input checked="" type="checkbox"/> <b>Enlisted</b>    <input type="checkbox"/> <b>Officer</b></p>	
<p><b>Position Location:</b> 113th Command Post Joint Base Andrews, MD</p>	<p><b>AREA OF CONSIDERATION:</b> <b>GROUP III</b>  All individuals eligible for entry into the DCANG</p>	

#### INSTRUCTION FOR APPLYING:

This office will **NOT** accept mailed applications. **You must send applications electronically.** **Failure to submit all required documents as outlined below will result in your application not being considered for employment.**

#### AGR REQUIRED DOCUMENTS:

- 1.) NGB 34-1 (*dated Nov 2013*) Application for AGR Position. <http://www.ngbpd.cng.army.mil/forms.htm>
- 2.) Copies of the last five OPRs (*Officers only*).
- 3.) Resume (*any format*).
- 4.) 3 References on a separate sheet of paper with email address and additional point of contact number(s).
- 5.) Individual Personnel (RIP) from vMPF only (*must be dated within 60 days*).
- 6.) Current Fitness Test from AFFMS II (*Per AFI 36-2905 – current within 12 months*).
- 7.) Security Clearance verification memorandum (*Do not submit a JPAS print out*).
- 8.) Letter(s) of recommendation (*optional*).

**\*All documents must be consolidated into a single pdf. File. DO NOT put in PDF Portfolio format. Send applications in the following format: MVA number, Rank, last name, First name, Middle Initial. Ex: 18-100 – SSGT DOE, JOHN A**

**\*Any documents with SSN must have the SSN redacted (Blacked-out).**

#### Conditions of Employment:

**National Guard Membership:** Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard.

**Electronic Funds Transfer:** Selectee is required to participate in electronic funds transfer/direct deposit.

If applying for an MVA at a lower rank, a voluntary demotion memorandum stating action must be submitted.

**Evaluation Process:** Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. **Incomplete applications will not be considered.** It is the responsibility of the applicant to contact the POC identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates.

**Equal Employment Opportunity:** All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, or membership/non-membership in an employee organization. Reference: NGR AR 690-600 / NGR AF 40-1614.

[http://www.ngbpd.cng.army.mil/pubs/40/ngraf40\\_1614v2.pdf](http://www.ngbpd.cng.army.mil/pubs/40/ngraf40_1614v2.pdf) and ANGI 36-7

<http://www.ngbpd.cng.army.mil/publications.htm>



# The District of Columbia Air National Guard



Is an Equal Opportunity Affirmative Action Employer

This announcement must be posted on unit bulletin boards until the day following the closing date.

<b>Announcement Number:</b> 18-382
<b>Position:</b> COMMAND AND CONTROL TECH (ACA)
<p>Brief Description of Duties: The incumbent receives, authenticates, and reacts to Emergency Action Messages (EAMs) and transmits instructions to alert aircrews and support assets. Coordinates launch and execution orders as well as aircraft and personnel recalls. Services as the focal point for information pertaining to the unit's aircrews, aircraft, alert facility, and ICC. Possesses the ability to immediately and without error, recall and reference a large volume of information related to NORAD Emergency Action Procedures and aerospace control alert procedures. Maintains certification in NORAD and AFNORTH Emergency Action Procedures and is tested on this knowledge periodically through a closed book test. Operates and monitors voice, data, and alerting systems. Develops operating instructions directing CP and lateral agency C2 activities. Develops, maintains, and initiates quick reaction checklists supporting situations such as suspected or actual sabotage, nuclear incidents, natural disasters, aircraft accidents or incidents, evacuations, dispersal, and aerospace anomalies. Receives and disseminates time-critical information to and from the commander to internal and external agencies during daily operation, natural disasters and wartime and contingency operations to affect positive control of assigned forces and weapons systems. Coordinates actions to ensure prompt response during disaster operations (pre, trans, and post), including immediate activation and recall of all resources and participating agencies and organizations. Monitors actions to preserve life, minimize damage, and restore operations following natural disasters (trans and post), accidents, wartime attacks, and military operations other than war. Coordinates, directs, and monitors actions to allow continuation or restoration of vital functions and operations. Maintains operational status displays. Performs other duties as assigned.</p>
<p><b>Qualifications:</b></p> <ol style="list-style-type: none"><li>1. Must be able to receive and retain a TOP SECRET security clearance.</li><li>2. Must Be AFSC Qualified. AFSC: ANY</li><li>3. Must be willing to cross train and qualify in AFSC: 1C3X1</li><li>4. 4. If any AFSC – ASVAB Min Req – 55 Admin and 67 General</li><li>5. 5. Pass – English Reading Aloud Test administered IAW Air Force Pamphlet 48-133three years.</li></ol>
<p><b>Eligibility Requirements:</b></p> <ol style="list-style-type: none"><li>1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.</li><li>2. Prior to entry into the AGR Program, member must be medically cleared by the 113th MDG.</li><li>3. Must meet all eligibility requirements in accordance with ANGI 36-101.</li></ol>
<p><b>AGR Employment Points of Contact:</b></p> <p>HR Specialist: SSgt Shailah Florvil, <a href="mailto:Shailah.Florvil.mil@mail.mil">Shailah.Florvil.mil@mail.mil</a> /202-685-8813 (DSN 325-8813)</p> <p>AGR Manager: SMSgt Adrienne Wilson, <a href="mailto:Adrienne.L.Wilson.mil@mail.mil">Adrienne.L.Wilson.mil@mail.mil</a> /202-685-9925 (DSN 325-9925)</p>