# District of Columbia Air National Guard
## AGR Announcement
## 19-362

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| **APPLICATION MUST BE FORWARDED TO:**<br><br>IN ORDER TO RECEIVE CONSIDERATION<br>**NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL** | **OPENING DATE:**<br>13 September 2019 | **CLOSING DATE:**<br>13 October 2019 |
| | **Position Title:** IT Specialist (NETWORK)<br>**Max Grade:** MSgt (E7)<br>**Min Grade:** SSgt (E5)<br>**AFSC:** 3D0X2 | |
| | **Appointment Status**<br>[ X ] **Enlisted**     [  ] **Officer** | |
| **Position Location:**<br>113th Communications Flight<br>Joint Base Andrews, MD 20762 | **AREA OF CONSIDERATION: GROUP III**<br>**All individuals eligible for entry into the DCANG** | |

**INSTRUCTIONS 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.  https://www.ngbpdc.ngb.army.mil/ngbforms/
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.)  Report of Individual Personnel (RIP) from vMPF only *(must be dated within 60 days)*. If clearance is expired you must obtain security memo from the Wing security manager.
6.)  Current Passing Fitness Test from AFFMS II *(Per AFI 36-2905 – current within 12 months)*.
7.)  Letter(s) of recommendation *(optional)*.
8.)  If missing documents, memo to board president required stating reason why documents are missing.

*\*All documents must be consolidated into a single pdf file.  DO NOT put in PDF Portfolio format. Save applications in the following format: **MVA number, Rank, Last name, First name, Middle Initial**.    Ex: 19-300 – SSGT DOE, JOHN A* Email subject will be in the same format.

**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.ngbpdc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf  and ANGI 36-7 http://www.ngbpdc.ngb.army.mil/publications.htm

DC is an Equal Opportunity Affirmative Action Employer
This announcement must be posted on unit bulletin boards until the day following the closing date.

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| **Announcement Number:** 19-362 | |
| **Position:** IT Specialist (NETWORK) | |

**Brief Description of Duties:** Defends, protects, and secures mission networking environments and devices. 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). Manage accounts, network rights, and access to systems and equipment according to standards, business rules, and needs. 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 user accounts management and standardizes systems settings using automated deployment tools. Manages physical, virtual, and cloud-based server/client hardware. Performs system-wide backups and data recovery. Ensures continuing systems operability by providing ongoing optimization and problem solving support. 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, C4 Notice to Airman, Time Compliance Network Orders, Time Compliance Technical Order, 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 and classified file incidents. 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 cyber or communications-related 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. May perform supervisory duties. Performs other duties as required.

**Qualifications:**
1. Must be able to retain a SECRET security clearance.
2. AFSC: Any AFSC, will cross train to 3D0X2

**Eligibility Requirements:**
1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.
2. Prior to entry into the AGR Program, member must be medically cleared by the 113th Medical Group.
3. Must meet all eligibility requirements in accordance with ANGI 36-101.

**AGR Employment Points of Contact:**
HR Specialist: SSgt Shailah Florvil, Shailah.Florvil.mil@mail.mil /202-685-8813 (DSN 325-8813)
AGR Manager: CMSgt Adrianne Wilson, Adrianne.L.Wilson.mil@mail.mil /202-685-9925 (DSN 325-9925)