

**STATE OF CALIFORNIA  
OFFICE OF THE ADJUTANT GENERAL  
9800 Goethe Road  
Sacramento, California 95827**

\*\*\* *Extended Closing Date (3)*\*\*\*

NGCA-JSD-SP

5 April 2017

MEMORANDUM FOR Members of the Active California Air National Guard

SUBJECT: State Active Duty Vacancy Announcement 2016-112 - Expires 5 July 2017

1. The Military Department is accepting applications for the State Active Duty position indicated below. This vacancy announcement expires **5 July 2017** unless sooner rescinded. An appointment to this position provides full benefit status for the appointee and their beneficiaries. The incumbent will be appointed on annually renewable State Active Duty orders through year six, at which time the incumbent may be eligible for career status IAW CMD Reg 600-1 w/ Change #1. Continuation and subsequent extensions of service will be determined by the individual's performance of duty and continuation of funding. ***The airman selected for this position will be paid at their federal pay grade, not to exceed E-4.***

2. This announcement has minimum requirements. Failure to comply with these requirements will cause your application to be rejected from consideration. While it is important for you to read the entire announcement closely, please pay particular attention to the checklist at the end of this announcement.

- |                                      |  |
|--------------------------------------|--|
| <b>a. TITLE AND PAY GRADE:</b>       | <b>Security Guard (SAD E-4)</b>                  |
| <b>b. EMPLOYMENT LOCATION:</b>       | <b>Southern California Logistics Airport, CA</b> |
| <b>c. PROJECTED EMPLOYMENT DATE:</b> | <b>1 August 2017</b>                             |
| <b>d. SELECTING SUPERVISOR:</b>      | <b>Security Forces Manager</b>                   |

3. The *basic* qualification requirements are:

a. Members of the active California Air National Guard in the grades of E-3 through E-5 may apply. Applicants must have a military affiliation per Para 3-2 of CMD Regulation 600-1. Applicants who are not current members of the California Air National Guard may also apply, however, **applicants must meet military affiliation requirements at the time of appointment.** ***Non-members of the California Air National Guard must submit a letter of intent to meet qualifying military affiliation at the time of appointment along with their application.***

b. Military assignments appropriate to the grade of the applicant are required.

c. Completion of military and civilian educational requirements commensurate with the grade of the applicant are required. Must be a High School graduate or GED equivalent. ***Attach a copy of your highest level of civilian education, high school diploma, or equivalent, at minimum.***

d. Must be willing to be reassigned to the 163<sup>rd</sup> RW if selected.

e. Must have completed basic military police school.

f. Must have, at minimum, one year experience in civilian or military law enforcement or security experience equivalent to 3P031 or 3P0X1 AFSC skill level, or compatible military police identifier.

g. Must be able to effectively communicate orally and in writing.

h. Must qualify for security clearance at Secret level.

NGCA-JSD-SP

SUBJECT: State Active Duty Vacancy Announcement 2016-112 – Expires 5 July 2017

- i. Must be qualified to bear firearms during the course of employment.
- j. Must never have been convicted by civilian or military court, except for minor traffic violations and similar infractions. Applicant must not have a history of juvenile delinquency in two years preceding proposed employment.
- k. Applicant must meet and maintain physical fitness and height/weight requirements in accordance with published standards. **Attach a current copy, within the last 12 months, of your computer-generated AFFMS II Member Individual Fitness Report; non-affiliated applicants must complete and sign the Height, Weight and Military Appearance Verification form available at <http://www.calguard.ca.gov/SP/Pages/Full-time-State-Active-Duty.aspx> that indicates your current medical fitness.)**
- l. Appropriate military uniform with federally recognized rank will be worn in accordance with military regulation.
- m. Must be able to pass both State and Federal background checks (Live Scan). Continuation of employment is contingent upon maintaining favorable State and Federal background checks.
- n. Must possess a valid state driver's license. **Attach a current copy, within the past six months, of your Department of Motor Vehicle's printout. Unit DMV reports are not accepted.** California residents may obtain, at cost, a copy of their DMV printout at the following website:  
<https://www.dmv.ca.gov/wasapp/dr/vieworprintreport.do?method=Continue>.

#### 4. Principal Duty Functions:

Works under the direct supervision of the Security Forces Manager at the March Air Reserve Base and is responsible for the following duties:

- a. Performs security and resource protection duties within the ANG area of responsibility at the Southern California Logistics Airport (SCLA) to include March Air Reserve Base. Patrols installation to insure property and ANG resources are properly secured.
- b. Controls entry to the operating location as certified Installation Entry Controller.
- c. Supports the mission as a member of the Security Response Team.
- d. Responds to all operating location emergencies, i.e. aircraft mishaps/accidents, personnel injuries, vehicle accidents and fire.
- e. Conducts physical security checks of installation property.
- f. Writes reports and takes statements.
- g. Performs duties as the Base Defense Operations Center (BDOC) Controller, operates and monitors all security communication systems, phones & radios, to include Intrusion Detection System and duress alarms.
- h. Performs duties as Intrusion Detection Monitor and maintains communications with the base patrol and other law enforcement agencies.
- i. Operates and monitors security surveillance camera system that provides surveillance to the entire installation.
- j. Dispatches and coordinates field units when tactically responding to emergencies or incidents.
- k. Contacts local, federal or civil law enforcement officials to obtain assistance when ANG resources are threatened.
- l. Performs other similar duties as assigned.

5. The airman selected for this position may be eligible for health, dental, vision and life insurance benefits. Other benefits may also be available to those who qualify such as Service Member

NGCA-JSD-SP

SUBJECT: State Active Duty Vacancy Announcement 2016-112 - Expires 5 July 2017

Assistance Programs, Group Legal Services, Long-Term Disability Insurance, Long-Term Care Insurance, Retirement Annuity, Supplemental Investment and the Military Service Buy Back Program.

6. Reimbursement for moving and relocation expenses ***will not*** be paid.

7. Interested applicants must submit a completed OTAG Form 900-8 (SAD Appointment Application), and all required supporting documentation, to Joint Force Headquarters, Director of State Personnel Programs, ATTN: NGCA-JSD-SP (Box #27), 9800 Goethe Road, Sacramento, CA 95827. Blank application forms may be obtained from the NGCA-JSD-SP website at <http://www.calguard.ca.gov/SP/Pages/Full-time-State-Active-Duty.aspx> or by contacting Ms. Cheryl Arbaugh at (916) 854-3816 or DSN 466-3816. ***Original applications, with original signatures, and all required documentation, must be received in the State Personnel office no later than the close of business on Wednesday, 5 July 2017. USPS postmarks or delivery confirmation from UPS/FEDEX will not be accepted. If you want to confirm that your application has arrived at the State Personnel office, you must call prior to COB on the closing date to confirm receipt. Calls after the closing date will not be accepted. Applications will not be accepted via fax or e-mail, except applicants currently serving on active duty Title 10 OCONUS orders who may submit their applications, along with all required documentation, via e-mail to [cheryl.m.arbaugh.nfg@mail.mil](mailto:cheryl.m.arbaugh.nfg@mail.mil). Submit Title 10 orders with e-mailed documents.***

FOR THE DIRECTOR, MANPOWER AND PERSONNEL:

***Jeffery C. Kerns (5 April 2017)***  
Jeffery C. Kerns  
Lieutenant Colonel, California Army National Guard  
Director, State Personnel Programs

The following is a checklist to assist with the submission of a complete and accurate application.

Have you completed your application form and provided an <b>original</b> signature?	
Have you attached a copy of your highest level of civilian education?	
Have you attached a copy of your computer-generated AFFMS II Member Individual Fitness Report? (Non-affiliated applicants attach HT/WT/Military Appearance Memorandum)	
Have you attached a copy of your current DMV printout?	
Have you, as a <b>non-member of the California Air National Guard</b> , attached your letter of intent to meet qualifying affiliation requirements at the time of appointment?	
Have you, as a <b>currently Deployed</b> airman, attached a copy of your Title 10 OCONUS orders?	