

State of California, Military Department
State Active Duty (SAD)
Vacancy Announcement
1 Position Available (TEMP)

Position Details

Announcement Number: SAD VA 2024-029
Opening Date: 27 March 2024
Closing Date: 2 April 2024
Position Title: Assistant Cyber Training Coordinator (SAD E-7)
Duty Location: Cal-OES/Cal-CSIC/CMD Cyber Intel Branch, Mather, CA
Selecting Official: OIC Knowledge Manager, Cyber Cal-CSIC
Projected Employment Date: 15 April 2024

Vacancy Announcement Details

The California Military Department is accepting applications for the State Active-Duty position indicated above. An appointment to this position provides full benefit status for the appointee and their beneficiaries. **This position is not to exceed 5 November 2024.** Continuation and subsequent extensions of service will be determined by the individual's performance of duty and continuation of funding. **The Service Member selected for this position will be paid at their federal or California State Guard pay grade, not to exceed E-7.** This announcement has minimum requirements. Failure to meet 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 instructions at the end of this announcement for documents required to submit a complete application. **Applications missing signatures and required documents will not be considered.** The Service Member 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 Assistance Programs, Group Legal Services, Long-Term Disability Insurance, Long-Term Care Insurance, Retirement Annuity, Supplemental Investment, and the Military Service Buy Back Program. **Reimbursement for moving and relocation expenses will not be paid.**

Eligibility Requirements

- Active members of the California Military Department (Army, Air, CSG) in the grades **E-6 through E-8** may apply. Applicants must have a military affiliation per Para 3-2 of CMD Reg. 600-1. CSG members who have no prior federal military experience must be a member of the CSG in good standing for a minimum of two years for eligibility for SAD vacancies. **CSG members must submit a copy of their CSG orders with their application.**
- Must possess, at minimum, a SECRET clearance.
- Completion of military and civilian education (high school or equivalent) requirements commensurate with the grade of the applicant are required. **Attach documentation of your highest level of civilian education.**
- Military assignments appropriate to the grade of the applicant are required.
- Required to meet height/weight and physical fitness standards prescribed by their military branch of membership.

- Applicant must meet, and maintain, federally recognized medical fitness standards. **Attach a current copy, within the past twelve months of your military component's verification of these requirements. (See instructions at the end of this announcement for required component-specific documents).**
- Appropriate military uniform with federally recognized, or CSG recognized, rank will be worn in accordance with military regulation.
- 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.
- 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.**

Primary Duties and Responsibilities

Cal-CSIC Commander

Cal-CSIC Mission Support Branch Chief

Senior Training Coordinator

ADCON:

Chief of Cyber Operations CMD

Cal-CSIC ADCON OIC/NCOIC

- Supervised by the California Office of Emergency Services, Cyber Security Integration Center (Cal-CS IC) Commander, or designee. The Cal-CSIC Commander, or designee, will provide day-to-day supervision, assignment of work schedule and validation of hours worked by the employee.
- Manage the installation, maintenance and configuration of networking and system infrastructure of the substation O/T Lab network and existing IT infrastructure.
- Provides leadership and subject matter expertise in leading Cal-CSIC IT professional teams and/or projects.
- Organizes, plans, documents, and analyzes business and technical requirements.
- Develops System Requirements Specifications.
- Analyzes, troubleshoots, resolves, and reports network systems anomalies.
- Performs research, evaluates products, and makes recommendations on Cal-CSIC network for purchase requisitions.
- Provide expertise in network systems design activities associated with solution architecture and infrastructure for business and technical requirements.

Instructions for Submitting Applications

To view the State Active Duty Appointment Application, please click [State Active Duty Appointment Application \(.pdf\)](#). To view California State Guard AHA Form, please click [California State Guard AHA Form \(.pdf\)](#).

Interested applicants must submit a completed and signed State Active-Duty Appointment Application and all required supporting documentation (listed below), to the Director of State Personnel Programs. **Applications missing signatures and required documents will not be considered.**

- **All Applicants:** Documentation of your highest level of civilian education listed on your application. (Legible copy of either diploma, degree, or transcripts).
- **All Applicants:** Are **required** to submit a Resume.

- **All Applicants:** Include any documentation for current flagging actions. SM must include a memo signed by commander indicating circumstances and disposition mitigation.
- **All Applicants:** [DMV Printout](#) current within the past six months. California residents may obtain, at cost, a copy of their DMV printout. Unit DMV reports are not accepted.
- **CA Army National Guard (CAARNG) Applicants:** Attach most recent APFT/ACFT (DA Form 705) and MEDPROS IMR.
- **CAARNG Applicants:** Are required to submit a Record Brief (ERB), current within the past six months.
- **CA Air National Guard (CAANG) Applicants:** Are required to submit Report on Individual Person (RIP), and ARCNet Individual Readiness Detail, current within the past six months.
- **CA State Guard (CSG) Applicants:** Complete and submit the CA 3024-1 Member AHA Form. Once appointed, each CSG service member will be required to complete and submit, in its entirety, additional SAD Medical Readiness Standards requirements, not to exceed beyond one year after hire date.
- **CSG Applicants:** CSG Accession Orders and Current Assignment Orders – CSG Applicants only
- **Deployed Service Members:** Title 10 OCONUS Orders - Currently deployed service members only

Complete applications and all supporting documents may either be mailed to California Military Department, Director of State Personnel Programs, Attn: NGCA-JSD-SP (Box #27), 10601 Bear Hollow Drive, Rancho Cordova, CA 95670, **Or** e-mailed as **One PDF file** to SP.SADApplication@cmd.ca.gov. Applications mailed, or e-mailed, must be received by the State Personnel office no later than **midnight on Tuesday, 2 April 2024**.