State of California, Military Department
State Active Duty (SAD)
Vacancy Announcement
Multiple Positions Available

Position Details

Announcement Number:	SAD VA 2024-033
Opening Date:	22 April 2024
Closing Date:	6 May 2024
Position Title:	Security Guard (SAD E-4)
Duty Location:	SECFOR/Consolidated Headquarters Complex, Rancho Cordova, CA
Selecting Official:	Administrative Logistics Operations Manager, Consolidated Headquarters Complex
Projected Employment Date:	15 May 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. 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, dated 21 April 2020. 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-4.** 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, CSG) in the grades **E-2 through E-5** 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.**
- Ability to communicate effectively, orally and in writing.
- Possess managerial or administrative experience requiring the direct supervision of personnel.
- **Required qualifications**: Military Leadership experience.
- Must be able 10 communicate effectively verbally and in writing.
- Must know first aid, fire prevention, and safety.
- Must never have been convk:ted by a civilian or military court, except for minor traffic violations and similar infractions.

- Must be qualified to bear firearms during the course of employment.
- Must be 9mm pistol qualified (M17 or Baretta).
- Pistol qualification must be current a1 the time of appointment. **Attach a copy of the recent DA Form 7814, Pistol Qualification Scorecard.**
- 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 or CSG equivalent. **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

Guidance and supervision from CAARNG Protection Branch Consolidated Headquarters Complex (CHQC) Security Forces (SECFOR) Commander of the Guard (NCOIC), Sergeant of the Guard (SOG) and Team Leader.

- The security guard will perform security duties IAW State laws and statutes, AR 190-56, CAL PAM 190-56, and the Army National Guard Security Officer Program.
- Specific responsibilities include but are not limited to controlling entry to and egress from the location via designated installation/facility access control points.
- Report and respond to internal and external physical security threats to CHQC.
- Conduct vehicle inspections supporting the installation security and Random Antiterrorism Measures program, patrol/protect CHQC perimeter, and mission essential or vulnerable areas to detect or deter unauthorized entry.
- Monitor electronic security systems and devices, including automated access control systems, closed circuit television, intrusion detection systems, and security control center, and initiate appropriate response forces.
- Provide other services necessary to secure CAARNG resources and personnel as approved by applicable regulations.

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, transcripts, record brief, etc.).
- **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 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, 6 May 2024.**