

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

Position Details

Announcement Number: SAD VA 2024-034
Opening Date: 19 April 2024
Closing Date: 3 May 2024
Position Title: Security Guard (SAD E-5)
Duty Location: 146 AW/SFS Channel Islands ANGS, Port Hueneme, CA
Selecting Official: NCOIC, Security Force Squadron, 146th Airlift Wing
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-5.** 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 (Air, CSG) in the grades **E-4 through E-6** 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 possess a 3P051 or 3P071 AFSC.
- Must have knowledge of basic principle of first aid, fire prevention, safety and human relations.
- Must be qualified or be capable of becoming qualified to bear firearms and remain qualified to carry firearms.
- Skill in oral and written communication.

- Never have been convicted by civilian or military court except for minor traffic violations and similar infractions.
- Must be able to work non-standard schedules, typically "Panama-12s" and be able to work nights, weekends, holidays.
- Must be capable of taking prompt efficient action in cases of fire, attempted theft, espionage, sabotage, and other acts detrimental to safeguarding property and ANG resources. Comes in daily contact with military and civilian personnel and must use good judgment and tact in their action.
- 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

Works Under the direct supervision of the Security Forces Manager through the NCOIC of Security Forces and the on-duty flight chief at Channel Islands Air National Guard Station, Port Hueneme, CA.

- Performs security and resource protection duties within the ANG area of responsibility.
- Patrol installation to ensure federal property and ANG resources are properly secured.
- Control Entry to the 146 AW Installation as certified Installation Entry Controllers.
- Support the mission as members of Security Response Teams.
- Responds to all installation emergencies, i.e. aircraft mishaps/accidents, personnel injuries, vehicle accidents and fire or hazardous materials incidents.
- Conduct physical security checks of installation property.
- Write reports and take statements.
- Perform 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.
- Perform duties as Intrusion Detection Monitor and maintain communications with the base patrol and other Law Enforcement Agencies.
- Operate and monitor Security Surveillance Camera System that provides surveillance the entire Installation.
- Dispatches and coordinates field units when tactically responding to emergencies or incidents.
- Contacts local, federal, or civil law enforcement official to obtain assistance when ANG resources are threatened.

- Handles emergencies until appropriate key personnel are contacted and they assume responsibility for the situation.
- Conducts performance evaluations and other CMD-mandated administrative actions to support program management.
- Perform other similar duties as assigned.

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, RIP, 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.
- **CAARNG Applicants:** Are required to submit a Record Brief (ERB/ORB), 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 Friday, 3 May 2024**.