

# California National Guard FireGuard

## Tour Announcement

Open to all California Army and Air National Guard

Tour is Full-Time National Guard Duty for the FireGuard mission (FTNGD-OS) Title 32

### Position Details

<b>Tour Number:</b>	FTNGD-FG 24-03
<b>Effective Date:</b>	31 July 2024
<b>Closing Date:</b>	Open Until Filled
<b>Position Available:</b>	Systems Administrator
<b>Selecting Supervisor:</b>	OIC, CA FireGuard Team
<b>MOS/AFSC:</b>	Fully Qualified in 1D7x AFSC or 25x/17x MOS
<b>Tour Location:</b>	Mather, CA
<b>Min/Max Grade:</b>	E4-E7
<b>Tour Length:</b>	Durational

### Eligibility Requirements

Male, Female. **APPLICANT MUST**, at a minimum, submit documents referenced in the instructions for Submitting Applications to this announcement, complete the attached applicant checklist and meet all applicable criteria below:

- Active member of the California Military Department (Army, Air) in the grades of E4-E7 may apply. Applicants must have a military affiliation per Para 3-2 of CMD Reg. 600-1
- Currently in a 25x/17x or 1D7xx billet/duty position in a CA National Guard Unit. Other military career fields closely tied to military intelligence operations will be considered.
- Must have an active TS/SCI Clearance
- General computer skills and basic knowledge of Microsoft Office Suite
- Required to meet height/weight and physical fitness standards prescribed by their military branch of membership. Refer to instructions for submitting documentation.

### Unique Requirements and Considerations of FireGuard

- Must have advanced verbal and written skills and can communicate effectively with individuals at all levels in both civilian and military organizations
- Will abide by all OPORDs and FRAGOs from higher command, all joint and branch specific regulations, and security classification guides.
- Majority of duties will take place in a secure environment
- Ability to work flexible hours and work assignments.
- Leave will be approved based on operational tempo during the active fire season (~May-November). Opportunity to use leave at the end of tour (terminal leave) or during the off season (~December-April) will be accommodated and encouraged as much as possible.
- Those outside the local area may be eligible for TDY entitlements IAW the Joint Travel Regulation (JTR)

- FireGuard personnel on FTNGD FireGuard orders are subject to fiscal constraints of year-to-year funding. Service on FTNGD orders is voluntary and contingent on current and qualified participation as a California National Guard Service Member.
- Relocation expenses are NOT authorized unless specifically granted by the FireGuard Commander.
- National Guard members participating in the FireGuard Program are required to comply with state laws and with DoD 5500.7-R. They are required to uphold the highest standards of conduct and personal appearance.
- Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval of FireGuard Commander according to para 8-25 of this regulation.
- Applicants currently on Full-time National Guard Active Duty Orders (Title 32), Active Guard Reserve (AGR), or coming off Title 10 Mobilization Orders must have a zero leave balance prior to start date.

## **Tour Description**

FireGuard is a joint National Guard mission partnered with the National Interagency Fire Center funded by US Forest Service to provide unclassified geospatial intelligence products as a tool to provide situational awareness on initial detection and on-going assessment of fire at up to ten minute intervals using multi-source remote sensing information on a 24/7 365 basis. Since the start of the program in 2019, FireGuard has produced and disseminated over 80,000 of those products to local, state and federal firefighting agencies across all 50 states.

### **Systems Administrator Primary Duties:**

CA FireGuard Systems Administrator provides hardware/software/network/user account support on unclassified and classified networks. These systems include, but are not limited to: laptops, desktops, switches, wireless access points (WAPs), mobile devices (tablets, cradle points, mifis, and smart phones). The System Administrator will resolve issues with Microsoft applications such as SharePoint, PowerApps and Office, SCCM and WSUS. Additionally, responsibilities include troubleshooting issues with printers, peripherals, audio/visual systems and VoIP phones. This position requires that the System Administrator maintain administrative credential on the California Army National Guard Network. Additionally, the Systems Administrator will act as a liaison for any IT support to outside agencies. Fulfills duties and other assigned tasks as necessary.

### **Minimum Qualifications:**

- TS-SCI security clearance is required for execution of daily duties and responsibilities
- Current 8570 IAT Level II Certificate (CompTIA Security+ or equivalent)
- Experience with configuring, imaging, patching and updating Windows desktop/laptops

### **Preferred Qualifications:**

- At least 1 year experience working and troubleshooting networks (routers, switches) and Microsoft (Windows Workstations/Servers, Active Directory, Group Policy, SCCM, WSUS, etc.) infrastructure
- Experience managing IT projects
- Experience developing and managing SharePoint, Power Automate flows, Power Apps, MS Teams
- Windows Certifications

## Applicants meeting any of the following are INELIGIBLE to apply

- Not a member of the CA National Guard
- Does not meet medical retention standards
- Does not meet body composition/weight control standards prescribed by AR 600-9 / NGR (AF) 35-11
- Involuntarily removed from AD or FTNGD for cause, non-selection for promotion, or resignation in lieu of adverse personnel action.
- Non-selection for retention
- Under current suspension of favorable personnel action (flagged) per AR 600-8-2
- Any Felony Level Offenses and Specified Misdemeanor Offenses annotated in JFHQ Policy Memorandum 2008-04

## Equal Opportunity

The California National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, or any other non-merit factor.

## Instructions for Submitting Applications

DoD SAFE Instructions

- Link: [SAFE Website](#)
- Login with you CAC email and PIN.
- Click "Drop-off"
- Once selected, a pop-up box will appear to Add Recipients. Add recipient information: 1SG Ngon Cao at [ngon.d.cao.mil@army.mil](mailto:ngon.d.cao.mil@army.mil). Then Click "Add & Close". Then confirm the email address has moved to the Recipients List Box.
- To attach your documents select "Click to Add Files or Drag Them Here" and once selected it will appear under "Filename" at the bottom of the page (Applications must be submitted as one file).
- Once you see the file, click the Box next to Privacy Act Data.
- To the right of the file added, in the Box "Enter a file description," please enter the following: "Announcement Number", "Position Title", and "Your Last Name" (i.e., 015-19, Recruiter, Smith)
- Under Email Setting, Click on the following boxes:
  - Encrypt email message when possible (required for CUI, PII, and PHI).
  - (Optional) Send me an email when the Drop-Off is completed (system generated email).
  - Notify me when each recipients picks up the files (system generated email).
  - Require CAC for Pick-up (all recipients will need to log in with a CAC to download file(s)).
- Ensure to read and check the box to confirm the file does not contain classified information.
- Click "Send Drop-off"

Applications can also be emailed directly to the FireGuard Leadership staff at: [ngon.d.cao.mil@army.mil](mailto:ngon.d.cao.mil@army.mil) and [gwendolyn.martin.4@us.af.mil](mailto:gwendolyn.martin.4@us.af.mil) prior to announcement closing date.

Questions may be directed to FireGuard Readiness NCO, 1SG Ngon Cao at (916) 369-4996 and/or Operations Officer, 1st Lt Gwendolyn Martin at (916) 843-3932.

The following are required documents to be turned in with your application:

- Civilian or Military Resume
- **Army:** Soldier Records Brief (SRB) **Air Force:** AF vMPF Record Review (Including Individual, Duty, Assignments, Performance Reports, Promotions, Awards & Decs, Education & Training, and Service)
- **Army:** Submit the last two (2) consecutive NCOERs. **Air Force:** Submit the last two (2) consecutive EPRs (if applicable)
- Medical:
  - **Army:** Printout of Individual Medical Readiness (IMR) report. [MEDPROS Website](#). Report must have been generated within 60 days prior to tour effective date.
  - PHA should be current within 12 months of the effective date of the tour and contain no flags or profiles.
  - Applicants must meet medical retention standards per AR 40-501 and must not be flagged for weight, PT failures or be medically non-deployable (MND).
  - **Air Force:** Printout of your AF 422 Form. PHA should be current within 12 months.
- **Army:** Copy of a DA 705 annotating a passing for record Army Combat Fitness Test (ACFT) within 6 months of effective date of tour.
- **Air Force:** Copy of Physical Fitness Test within 1 year of effective date of tour.

Upon being accepted you will coordinate with your unit and CA J32 FireGuard Leadership Team to assemble and submit a Full Time National Guard packet (requirements are branch specific).

## Remarks

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender or national origin.