

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

Position Details

Announcement Number: SAD VA 2024-086
Opening Date: 4 September 2024
Closing Date: 17 September 2024
Position Title: Security Guard (SAD E-5)
Duty Location: CAANG, 129th SFS, Moffett ANGB
Selecting Official: Security Force Manager, Moffett ANGB
Projected Employment Date: 15 October 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 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) 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.
- Must have a minimum of one year experience in civilian or military law enforcement or security experience to 3POX1 AFSC skill level, or compatible military police identifier.
- Completion of basic Security Forces Apprentice course or Military Police school or equivalent law enforcement course.
- Must possess excellent written and verbal communication skills and have the ability to communicate effectively with individuals at all levels in both civilian and military organizations.
- Must qualify for a security clearance at the "Secret" level.
- Must be qualified, and remain qualified, to bear firearms in accordance with AFI 31-117 during the course of employment.

- Members must be capable of passing the Air Force Use of Force (UOF) training and complete DD FM 2760 (Qualification to Possess Firearms or ammunition) annually in accordance with AFI 31- 117.
- Must be capable of taking prompt and efficient action in cases of fire, attempted theft, espionage, sabotage and other acts detrimental to safeguarding military personnel, property, and ANG resources.
- 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 proceeding proposed employment.
- Completion of military and civilian education requirements commensurate with the grade of the applicant are required.
- 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.
- Applicants must meet, and maintain, federally recognized medical fitness standards.
- Appropriate military uniform with federally recognized rank will be worn in accordance with military regulation.
- Must be able to pass State and Federal background checks (Live Scan), and California Military Department status verification. Continuation of employment is contingent upon maintaining favorable background checks.
- Must possess a valid state driver's license.

Primary Duties and Responsibilities

Works under flight level leadership and the direct supervision of the S-3 Operations Superintendent.

- Performs security, resource and force protection duties within the ANG area of responsibility.
- Patrols installation to ensure federal property and ANG resources are properly protected and secured.
- Controls entry to the 129th RQW Installation as a certified Installation Perimeter Entry Controller.
- Responds to all installation emergencies, i.e., aircraft mishaps/accidents, personnel injuries, vehicle accidents, violence in the workplace incidents, active shooter incidents, and fire or hazardous materials incidents.
- Conducts physical security checks of the installation property.
- Writes reports and takes statements from military and civilians.
- Performs duties as Base Defense Operations Center (BDOC), operates and monitors all security communication systems (C2), phones and radios, to include Intrusion Detection System (IDS) and duress alarms.
- Maintains communications with the base patrol and other law enforcement agencies.
- Performs duties as the Alarm Monitor for the IDS.
- May perform duties as armorer.
- Contacts local, federal or civil law enforcement officials to obtain assistance when ANG resources and personnel are threatened.
- Respond to emergency incidents to act as Incident Commander (IC) until appropriate key personnel are contacted and assume responsibility for the situation.
- May provide group training or instruction as required.
- May have additional duties.
- May oversee work of others.

Instructions for Submitting Applications

To view the State Active Duty Appointment Application, please click [State Active Duty Appointment Application \(.pdf\)](#). To view Unit Verification Memorandum Template, please click [Unit Verification Memorandum Template \(.pdf\)](#). 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/or 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:** Unit Verification Memorandum with Judge Advocate General (JAG) clearance letter or email.
- **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 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.
- **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, 17 September 2024**.

Statement of Qualifications

A Statement of Qualifications is REQUIRED and must be submitted with your Employment Application.

Applications received without an appropriate Statement of Qualifications based on the instructions below will be rejected for being incomplete and will not be considered. Resumes, cover letters, and other documents will not be considered as a response to the Statement of Qualifications. Please limit your SOQ to a maximum of two (2) pages, single-spaced, no less than twelve-point Arial font.

Candidate must clearly and concisely identify experience in categories listed below and must be in the following order:

- **Please describe your training and education in civilian, military law enforcement or security experience?**
- **Please describe why you think you are a highly qualified candidate for this position?**
- **What is your current military unit and what would your commander or 1Sgt say about your work ethics?**