

California National Guard – Human Resources Offices
Army Active-Duty Operational Support (ADOS)
Vacancy Announcement
1 Position Available

Position Details

Announcement Number: ADOS-25-001
Opening Date: 11 February 2025
Closing Date: 28 February 2025
Position Title: Operations Officer/NCO
UIC: W8AYA1
DMOS/Branch: 00F / Branch Immaterial
Min/Max Grade: E-7/W3
Duty Location: Camp Roberts
Eligibility Requirements: No previous ammunition experience needed. See SQR below
Selecting Official: Supply and Service Division Chief
Security Clearance: NAC
Requirements:
Minimum Military Education: None
Requirements:

Primary Duties and Responsibilities

Administrative oversight of the Ammunition Supply Point (ASP) responsible for providing leadership, administrative guidance for all support operations. Oversee work assignments and personnel actions to include validation of all ASP documentation through periodic inspections and audits with Subject Matter Experts and the assigned Quality Assurance Specialist (Ammunition Surveillance).

Specialty Qualification Requirement

Must complete and pass DD 7708 Personal Reliability and Screening Evaluation. Must be able to obtain and maintain a NAC security clearance. Candidate must have previous assignments in positions of unit leadership at the Company, Battalion or Brigade level; i.e., Platoon Leader/Sergeant, First Sergeant, Sr. Operations Officer/NCO. Possess the ability to organize assignments for subordinates, estimate material and manpower needed for specific jobs; able to explain manuals and work procedures; and to prepare production records, work records, and reports.

Instructions for Submitting Applications

Applicants must, as a minimum, submit the following documents: If required item(s) are missing from your packet **it will** be returned to the applicant due to lack of information: ***(Please No binders)***

- Officer Biographical Summary.
- Certified copy of DA Form 2-1, Officer Record Brief (ORB) or Personnel Qualification Record (PQR).
- Last 3 OERs. (Supervisor must provide written statement/memo providing information as to why soldier's OERS are not available.)
- **Certified copy** of current DA Form 705 (APFT), within twelve months of submission date and ensure that height and weight are annotated.
- Must meet standards IAW AR 600-9, submit body fat worksheet (if applicable).

- Current MEDPROS printout (Available on AKO) - [My Medical Readiness](#) (select IMR record).
- RPAS statement.
- Current DMV print out (within six months) must be enclosed with this packet. Must have a current driver's license.
- **Submit ADOS packet to:** Arnold Andersen, Arnold.b.andersen.civ@army.mil, 916-208-8541

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.