

California National Guard – Human Resources Offices

Army Active-Duty Operational Support (ADOS)

Vacancy Announcement

1 Position Available

Position Details

Announcement Number:	ADOS-49HRF-26-028
Opening Date:	10 January 2026
Closing Date:	30 January 2026
Position Title:	HRF (Homeland Response Force) Maintenance NCOIC
UIC:	WP7EAA
DMOS/Branch:	Immaterial
Min/Max Grade:	E-5 to E-7
Duty Location:	1500 Armory Dr, Santa Rosa CA 95401
Eligibility Requirements:	Male/Female/Enlisted/Officer
Selecting Official:	MP Brigade Operations Staff
Security Clearance Requirements:	SECRET
Minimum Military Education Requirements:	Professional military education qualified for their grade.

Conditions of Employment

- Tour is subject to ongoing quarterly budget requirements. Position expected to start NLT 1 April 2026.
- Must meet Army medical retention standards IAW AR 40-502, chapter 3. Must not be Medically Non-Deployable (MND).
- Applicants will be screened in a manner that provides reasonable certainty that the member is of good character, well-motivated and an appropriate representative of the National Guard.
- Applicants must be within Army HT/WT standards or pass Body Composition screening IAW the standards set forth in AR 600-9.

Primary Duties and Responsibilities

- Coordinates with all elements to ensure GSA vehicle recalls are being processed and updated to maintain fully mission-capable equipment.
- Conducts maintenance inspections on subordinate elements to ensure proper policy and procedures are being met and processes requisitions for maintenance equipment.
- Responsible for processing supply orders through ComSupCen and delivering requested supplies to subordinate elements.
- Oversees maintenance records for all subordinate elements and schedules staff-assisted visits (SAVs) and conducts maintenance training for new GDOS personnel.
- Coordinates external maintenance and recovery support when necessary.
- Arranges field service representative (FSR) support as required or projected (FMS/CSMS).
- Monitors Brigade LOGSTAT reporting and equipment readiness levels (digital and analog) to ensure operational requirements are met.
- Manages and tracks Class IX replenishment support from BNs.

Specialty Qualification Requirement

- Completion of FEMA 100.b, 200.b, 700.a, and 800.b online courses within one month of hiring date. [FEMA Training Website](#)
- Strong background in maintenance management or related field with excellent organizational and interpersonal skills.
- Ability to forecast maintenance and Class IX requirements based on future operational plans.
- Prior experience coordinating maintenance support activities, such as JRTC, NTC, or NMTC is a plus.
- Familiarity with logistics operations and military maintenance procedures. 92A, 91/92 series preferred
- Soldier must have a valid Secret clearance or, at a minimum, a favorable National Security Check or higher security clearance with no issues.
- Soldiers applying must meet the following eligibility criteria IAW DA Pam 611-21:
 - Must have no other record of disciplinary action under UCMJ or patterns of behavior that indicate a lack of integrity or that are inconsistent with the MOS.
 - Must have no convictions or other adverse disciplinary convictions for criminal offenses listed as a misdemeanor or felony outlined in AR 601-210, chapter 4.
- Military Status: Full-Time Military Title 32 (ADOS).
- Duty location will be 1500 Armory Dr, Santa Rosa, CA 95401.
- Attend all CERFP and HRF C2 exercises and training (this will exceed the normal number of Annual Training days afforded M-day Soldiers).
- Must have a valid Government Travel Card, DTS account, and be available for TDY travel.
- Have a valid state driver's license.
- Soldier must not be adversely flagged or under investigation.

Instructions for Submitting Applications

Applicants must, as a minimum, submit the following documents: If required item(s) are missing from your packet **will be** returned to the applicant due to lack of information: (The following documents must be filled out completely, signed, and no older than 45 days in order to be accepted. In order to receive correct updated orders, your Home of Record needs to be updated in IPPS-A):

- Current Individual Medical Readiness (IMR) Record (Must be GREEN): Soldier has a PHA on record within 12 months of order start date. No IMR deficiencies, including temporary profiles or Medical Readiness Code (MRC) 3 or 4. Soldier is "GREEN" on Human Immunodeficiency Virus (HIV) screening within 24 months of order start date. IMR printout must show the Soldier's current MRC.
- Last three evaluations, if applicable.
- Letter(s) of Recommendation (Optional).
- Enlisted/Officer Record Brief (ERB/ORB).
- Biographical Summary.
- Current Retirement Points Accounting Management (RPAM) Statement NGB Form 23B.
- Record APFT/DA Form 705 (APFT) within 6 months. Profile must be attached, if applicable.
- Height/Weight within 6 months. DA Form 5500/DA Form 5501 (HT/WT), if applicable.
- Security Clearance Letter of Verification (Must be completed by BDE or higher echelon).
- DA Form 1058: Application for Active Duty, Active Duty for Special Work, Temporary Tour of Active Duty, and Annual Training for Soldiers of the Army National Guard and U.S. Army Reserve. Must be signed by Soldier, Company Commander, and the unit Records Custodian.

Point of contact for packet submission is 49 MP BDE S1 at ng.ca.caarng.list.49mp-bde-s1@army.mil. For questions, they can be reached at 707-437-3811 ext. 1.

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.