

California National Guard – Human Resources Offices

Army Active-Duty Operational Support (ADOS)

Vacancy Announcement

1 Position Available

Position Details

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| Announcement Number: | ADOS-49HRF-26-043 |
| Opening Date: | 15 January 2026 |
| Closing Date: | 30 January 2026 |
| Position Title: | HRF (Homeland Response Force) FINANCE OFFICER |
| UIC: | WP7EAA |
| DMOS/Branch: | Immaterial |
| Min/Max Grade: | O2-O3/CW2-CW3 |
| Duty Location: | 510 Parker Road, Fairfield, CA 94533 |
| Eligibility Requirements: | Male/Female/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

- Primary staff officer for all budget/funding related matters.
- Conducts all Resource Management related coordination with NGB, USPFO and DOMOPS.
- Funds certifier for GFEBS; DTS and DAMPS order approver.
- Manage funding allocation in GFEBS, manage GFEBS Unliquidated Obligations (ULOs) to include Expired Duty Orders and Unsubmitted Vouchers, manage funding allocations in DTS.
- Prepares and briefs budget reports, provides spending projections and update accordingly, and conducts reconciliations of all spending and provides actual execution.
- Coordinate with HRF Plans and Training IOT continually update cashflow and provide budget recommendations.

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](#)
- Soldier must have 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 which indicates a lack of integrity, or which is inconsistent with the MOS.
- Must have no convictions or other adverse disciplinary convictions for criminal offenses listed as a misdemeanor or felony outlines in AR 601-210, chapter 4.
- Military Status: Full-Time Military Title 32 (ADOS).
- Duty location will be HHC, 49th MP BDE, 510 Parker Road, CA 94533.
- Attends all HRF C2 exercises and training (This will exceed the normal number of Annual Training days afforded M-day Soldiers).
- Must meet all HRF regulatory and Individual Medical Readiness requirements.
- Must have a valid Government Travel Card, DTS account, and 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 AFT/DA Form 705 (AFT) 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.mill. 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.