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

Position Details
Announcement Number: ADOS-49HRF-19-002
Opening Date: 15 May 2019
Closing Date: Until Filled
Position Title: HRF Search and Extraction Operations NCO
UIC: WX0GAA
DMOS/Branch: N/A
Min/Max Grade: E5-E6
Duty Location: 649th EN CO
2415 Tom Polk Ave Chico, CA 95926

Eligibility Requirements:
Male, Female, Enlisted
Selecting Official: 579th EN BN, Battalion Commander
Security Clearance: Secret
Minimum Military Education Requirements: ALC for E-6
IS 100.B, IS-200, IS-700.a & AWR-160 (Preferred)

Conditions of Employment
IAW AR 135-18, applicants must meet the following requirements prior to applications being forwarded for board consideration:

• This position is for ADOS. Initial orders will publish from fill/start date tentatively on 1 June 2019 and may be extended based upon performance and the availability of funds.
• Must not be within 6 months of mandatory removal or expiration term of service (ETS) on the report date.
• Must not be able to qualify for sanctuary or separation pay as a result of the operational support order.
• IAW AR 135-18, Table 2-1 Rule C (1). Prior to entry on FTNGD-OS, applicants must be medically certified as drug free, be tested negative for Human Immunodeficiency Virus (HIV). HIV test must be within two years.

Primary Duties and Responsibilities
SM will work in the 649th EN Company Search and Extraction as the Operations NCO for the FEMA Region IX Homeland Response Force (HRF) to perform the following duties:

• Coordinate with Battalion and Brigade for all S&E requirements, future training, and all SEAT inspection requirements.
• Track all required training, administrative actions, and medical requirements.
• Complete all required training reports and preparation for all inspections.
• Manage three S&E full time Soldiers in all daily tasks and suspense’s.
Specialty Qualification Requirement

- Attends all HRF exercises and training (This will exceed the normal number of Annual Training days afforded M-day Soldiers)
- Soldier may be contacted for a telephonic interview.
- Must have a Government Travel Card and be available for travel.
- Soldiers applying must meet the following eligibility criteria:
  - Have a military driver’s license.
  - Qualified in assigned duty MOS.
  - Must have no documented instances in the last 5 years of conduct which reflects adversely on the character, honesty or integrity of the Soldier.
  - 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 Army Values.
  - 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.
  - Preferred qualifications: An understanding of military protocol, the ability to coordinate events, attention to detail, Microsoft office suite and the ability to work with Executive Level Officers.

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)

- Letter of Intent
- Enlisted Biographical Summary.
- Certified copy of DA Form 2-1, Enlisted Record Brief (ERB) or Personnel Qualification Record (PQR).
- Last 3 NCOERs. (Supervisor must provide written statement/memo providing information as to why soldier’s NCOERS are not available.) Applicants in the grade of E4 or recently promoted E5s must submit at least one current letter of recommendation in lieu of this requirement ensuring that this letter is dated within 45 days of effective date of vacancy announcement and that it highlights job assignment, duties and capabilities).
- 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 DA Form 5500/5501 (body fat worksheet) if applicable.
- Current MEDPROS printout (Available on AKO) - My Medical Readiness (select IMR record).
- RPAS statement.
- Submit ADOS packet to: 579th EN BN, ATTN: S3, 1500 Armory Drive, Santa Rosa, CA or email both michael.j.lunsford.mil@mail.mil, rory.w.hight.mil@mail.mil.

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.