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

Position Details
Announcement Number: ADOS-49HRF-19-003
Opening Date: 15 May 2019
Closing Date: Until Filled
Position Title: CBRN-TF OPS NCO
UIC: WPV1A0
DMOS/Branch: N/A
Min/Max Grade: E5-E6
Duty Location: 579th EN BN / HHC / FSC
1500 Armory Drive Santa Rosa, CA 95401

Eligibility Requirements:
- Male, Female, Enlisted
Selecting Official: 579th EN BN, S3
Security Clearance Requirements: Secret
Minimum Military Education Requirements: IS 100.B, IS-200, IS-700.a, IS-800 (Preferred), GCSS-Army Access

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 until 30 September 2019 and will be extended based upon performance and the availability of funds.
- Must not be achieve eighteen (18) years-active federal status, retention control point (RCP) or reaching the age of 60 by initiating ADOS orders.
- Must not be entitled to military retired pay.
- 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

- Provide support for the California (CA) Chemical, Biological, Radiological, and Nuclear (CBRN) Task Force (TF) of the CA Homeland Response Force (HRF). Duties to include:
- Develop and administer a unit training program to enhance training and improve mobilization readiness of the unit during non-UTA periods.
- Complete requests for training, tracks unit training schedules and ITRM requirements, tracks and maintains APFT scores with the appropriate systems.
• Drafts training schedules in DTMS in accordance with command guidance and higher headquarters directives.
• Monitoring individual training records in DTMS and keeping the commander informed on the individual training status of unit personnel.
• Overall responsibility for school requests through ATRRS and orders input through AFCOS.
• Maintain of unit training library and related training aids and equipment.
• Obtain and maintain system accesses to the following systems:
  o DTMS
  o ATRRS
  o DTS
  o AFCOS
  o RCAS
  o GKO (CBRN TF and HRF pages)

Specialty Qualification Requirement
Soldiers applying must meet the following eligibility criteria:

• 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 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
• Preferred qualifications: An understanding of military protocol, the ability to coordinate events, attention to detail, and access and working knowledge of GCSS-Army
• Must have a Government Travel Card and be available for travel

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)

• 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, HRF OIC and NCOIC, 1LT Crane and CSM Lunsford at email: jonathan.w.crane.mil@mail.mil, michael.j.lunsford.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.