

State of California, Military Department
State Active Duty (SAD)
Vacancy Announcement
1 Position Available

Position Details

Announcement Number: SAD VA 2021-033
Opening Date: 21 July 2021
Closing Date: 5 August 2021
Position Title: Security Guard (SAD E-5)
Duty Location: 129 Security Forces, Moffett, CA
Selecting Official: Security Forces Commander
Projected Employment Date: 1 September 2021

Vacancy Announcement Details

The Military Department is accepting applications for the State Active-Duty position indicated above. This vacancy announcement expires **5 August 2021** unless sooner rescinded. An appointment to this position provides full benefit status for the appointee and their beneficiaries. The incumbent will be appointed on annually renewable State Active-Duty orders through year six, at which time the incumbent may be eligible for career status IAW CMD Reg 600-1, para 3-6. Continuation and subsequent extensions of service will be determined by the individual's performance of duty and continuation of funding. **The service members selected for this position will be paid at their federal or California State Guard pay grade, not to exceed E-5.**

This announcement has minimum requirements. Failure to meet these requirements will cause your application to be rejected from consideration. While it is important for you to read the entire announcement closely, please pay particular attention to the instructions at the end of this announcement for documents required to submit a complete application. **Applications missing signatures and required documents will not be considered.**

The service member selected for this position may be eligible for health, dental, vision and life insurance benefits. Other benefits may also be available to those who qualify such as Service Member Assistance Programs, Group Legal Services, Long-Term Disability Insurance, Long-Term Care Insurance, Retirement Annuity, Supplemental Investment and the Military Service Buy Back Program. **Reimbursement for moving and relocation expenses will not be paid.**

Eligibility Requirements

- Active members of the California Military Department (Air, Army, CSG) in the grades **E-4 through E-6** may apply. Applicants must have a military affiliation per Para 3-2 of CMD Reg. 600-1. Applicants who are not current members of the California Military Department may apply, however, **applicants must meet military affiliation requirements at the time of appointment.** CSG members who have no prior federal military experience must be a member of the CSG in good standing for a minimum of two years for eligibility for SAD vacancies. **CSG members must submit a copy of their CSG orders and DD 214 (if less than two years CSG) with their application.** Non-members of the California Military Department (Air, Army, CSG) must submit a **Letter of Intent** to meet qualifying military affiliation at the time of appointment along with their application.

- Completion of military and civilian education requirements commensurate with the grade of the applicant are required. **Attach documentation of your highest level of civilian education.**
- Military assignments appropriate to the grade of the applicant are required.
- Applicant must meet, and maintain, federally recognized medical fitness standards. **Attach a current copy, within the past twelve months, of your military component's verification of these requirements. (See instructions at the end of this announcement for required component-specific documents.)**
- Must be a high school or GED equivalent.
- Must have a minimum of two years' experience in civilian or military law enforcement or security experience to 3POX1 AFSC skill level, or compatible military police identifier. **Attach documentation of your experience.**
- Completion of basic Security Forces Apprentice course or Military Police school or equivalent law enforcement course. **Attach completion documentation of basic Security Forces Apprentice course, Military Police school or equivalent law enforcement course.**
- Military assignments appropriate to the grade of the applicant.
- Must possess excellent written and verbal communication skills and the ability to communicate effectively with individuals at all levels in both civilian and military organizations.
- Must be eligible for a security clearance at the secret" level.
- Must be qualified, and remain qualified, to bear firearms in accordance with AFI31-117 during employment.
- Members must be capable of passing the Air Force Use of Force (UOF) training and complete DD FM 2760 (Qualification to Possess Firearms or ammunition) annually in accordance with AFI 31-117.
- Must be capable of taking prompt and efficient action in cases of fire, attempted theft, espionage, sabotage and other acts detrimental to safeguarding military personnel, property, and ANG resources.
- Must never have been convicted by civilian or military court, except for minor traffic violations and similar infractions.
- Applicant must not have a history of juvenile delinquency in two years proceeding proposed employment.
- Appropriate military uniform with federally recognized, or CSG recognized, rank will be worn in accordance with military regulation.
- Must be able to pass both State and Federal background checks (Live Scan). Continuation of employment is contingent upon maintaining favorable State and Federal background checks.
- Must possess a valid CA state driver's license. **Attach a current copy, within the past six months, of your Department of Motor Vehicle's printout.**

Primary Duties and Responsibilities

Works under the direct supervision of the S-3 Operations Superintendent.

- Performs security, resource, and force protection duties within the ANG area of responsibility.
- Patrol's installation to ensure federal property and ANG resources are properly protected and secured.
- Controls entry to the 129th RQW Installation as a certified Installation Perimeter Entry Controller.
- Responds to all installation emergencies, i.e., aircraft mishaps/accidents, personnel injuries, vehicle accidents, violence in the workplace incidents, active shooter incidents, and fire or hazardous materials incidents.
- Conducts physical security checks of the installation property.
- Writes reports and takes statements from military and civilians
- Performs duties as Base Defense Operations Center (BDOC), operates and monitors all security communication systems (C2), phones and radios, to include Intrusion Detection System (IDS) and duress alarms.

- Maintains communications with the base patrol and other law enforcement agencies.
- Performs duties as the Alarm Monitor for the IDS
- Contacts local, federal, or civil law enforcement officials to obtain assistance when ANG resources and personnel are threatened.
- Respond to emergency incidents to act as Incident Commander (IC) until appropriate key personnel are contacted and assume responsibility for the situation.
- May provide group training or instruction as required
- This position requires a wide variety of additional duties.

Instructions for Submitting Applications

To request a State Active-Duty Appointment Application or CSG AHA forms, please contact State Personnel Programs by email at sp.sadapplication@cmd.ca.gov for assistance.

Interested applicants must submit a completed and signed State Active-Duty Appointment Application and all required supporting documentation (listed below), to the Director of State Personnel Programs. **Applications missing signatures and required documents will not be considered.**

- **All Applicants:** Documentation of your highest level of civilian education listed on your application. (Legible copy of either diploma, degree, or transcripts).
- **All Applicants:** are strongly encouraged to submit a current Resume.
- **Readiness:** Include any documentation for current flagging actions. SM must include memo signed by commander indicating circumstances and disposition mitigation.
- **All CAARNG Applicants:** Are required to submit Personnel Qualification Record (PQR), ENLISTED RECORD BRIEF (ERB), and Statement of Qualification (SOQ).
- **CA Army National Guard (CAARNG) Applicants:** Attach APFT (DA Form 705) and MEDPROS IMR, current within the past twelve months. **(Due to the CA NG inability to conduct APFT qualification during the current COVID -19 Restrictions, the 12-month APFT (DA Form 705) requirement has been extended to 31 March 2022 and must not be dated any later than 31 March 2019. Army Directive 2020-006 (Army Combat Fitness Test) allows Soldiers to continue to take and record an APFT to overcome a flag.**
- **CA Air National Guard (CA ANG) Applicants:** Report on Individual Person (RIP) and ARCNet Individual Readiness Detail, current within the past twelve months.
- **CA State Guard (CSG) Applicants:** Complete and submit the CA 3024-1 Member AHA Form. Once appointed, each CSG service member will be required to complete and submit, in its entirety, additional SAD Medical Readiness Standards requirements, not to exceed beyond one year after hire date.
- **All Applicants:** DMV Printout current within the past six months. California residents may obtain, at cost, a copy of their DMV printout. Unit DMV reports are not accepted.
- **CSG Applicants:** **CSG Orders and DD 214 (if less than two years CSG) – CSG Applicants only**
- **Deployed Service Members:** Title 10 OCONUS Orders - Currently deployed service members only

Complete applications and all supporting documents may either be mailed to Joint Force Headquarters, Director of State Personnel Programs, Attn: NGCA-JSD-SP (Box #27), 9800 Goethe Road, Sacramento, CA 95827, **Or** e-mailed as **One PDF file** to sp.sadapplication@cmd.ca.gov. Applications mailed, or e-mailed, must be received by the State Personnel office no later than the **close of business on Thursday, 5 August 2021.**

(Please see Statement of Qualification (SOQ) Below)

***STATEMENT OF QUALIFICATIONS - A Statement of Qualifications is REQUIRED and must be submitted with your Employment Application. Applications received without an appropriate Statement of Qualifications based on the instructions below will be rejected for being incomplete and will not be considered. Resumes, cover letters, and other documents will not be considered as a response to the Statement of Qualifications. Please limit your SOQ to a maximum of two (2) pages, single-spaced, no less than twelve-point Arial font.**

- 1. Please describe your training and education in civilian, military law enforcement or security experience.**
- 2. In this position you will often be assigned at the main ECP, representing the public and fellow service members. What are some of the important responsibilities as an entry controller in this position as well as a representative?**
- 3. Please describe why you think you are a highly qualified candidate for this position.**
- 4. What is your current military unit and what would your commander or 1SG say about your work ethics?**
- 5. Describe your experience and provide an example of what customer service means to you.**