

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

### Position Details

Announcement Number: SAD VA 2021-091  
Opening Date: 15 December 2021  
Closing Date: 14 January 2022  
Position Title: Assistant Chief Operations (SAD E-8)  
Duty Location: 144 FW, Fresno, CA  
Selecting Official: Fire Chief, 144 FW  
Projected Employment Date: 14 February 2022

### Vacancy Announcement Details

The Military Department is accepting applications for the State Active Duty position indicated above. This vacancy announcement expires **14 January 2022** unless sooner rescinded.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, dated 21 April 2020. Continuation and subsequent extensions of service will be determined by the individual's performance of duty and continuation of funding. **The service member selected for this position will be paid at their federal or California State Guard pay grade, not to exceed E-8.**

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-7 through E-9** 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 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.

- Required to meet height/weight and physical fitness standards prescribed by their military branch of membership.
- 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 pass Live Scan upon hire date.
- 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 state driver's license. **Attach a current copy, within the past six months, of your Department of Motor Vehicle's printout.**

**Must possess the following Department of Defense certifications:**

- Firefighter I and II
- Airport Firefighter
- Hazardous Materials Operations Core with MSC PPE and Product Control
- Driver Operator Pumper, Driver Operator ARFF, and Driver Operator Mobile Water Supply
- Fire Instructor II
- Fire Officer III
- Fire Inspector II
- Incident Safety Officer
- Hazardous Materials Incident Commander
- ICS 300/400
- Current Basic Emergency Medical Certification
- Community College of the Air Force Degree of Applied Science Fire Science

### Primary Duties and Responsibilities

Serves under the supervision of the Fire Chief. Receives assignments from the Fire Chief covering the overall responsibilities of the job. Uses own initiative in planning, coordinating, and accomplishing all phases of the work. The work is reviewed by the supervisor only by observation as to the way performed, and results obtained. Adheres to policies and recognized standards covering techniques and procedures for the prevention and fighting of fires.

- Participates with Fire Chief in the planning, organization, and administration within the activities of the fire prevention and protection program. The activities include fire prevention regulations, training programs, and similar procedures to alleviate current fire hazards, the formulation of pre-fire plans and prearranged operating procedures for the control of fires, and the establishment of educational programs to promote fire consciousness of personnel which involves conducting lectures, demonstrations, orientation classes in fire prevention measures, and firefighting techniques. Maintains professional qualifications IAW DOD standards.
- As shift supervisor, responds to all emergencies during tour of duty. Directs delivery of emergency medical services by qualified personnel. Acts as on-scene commander during hazardous materials emergencies. Dispatches equipment to the scene of fire which requires a knowledge of locations of buildings and of geographical layouts; coordinates the activities of all firefighting facilities at the scene and directs his

subordinates in attacking and extinguishing the fire. Directs the overhauling of debris at the scene of the fire and returning to service of all firefighting apparatus and other fire protection equipment. Conducts formal investigation of each fire, establishing the cause, point of origin, contributing factors, the extent of damage and a monetary estimate of damage, and preserves any evidence which may be used during official investigation of the fire.

- Makes recommendations for correction of any fire hazards observed while performing duties. Assures that basic data records, record logs, and other information files required for the operation of the Fire Prevention and Protection Division are properly maintained and kept up to date. Informs Fire Chief and shift supervisor of the next shift of any alarms of fires, requests of services, failure of equipment, accidents, changes of operating plans and/or working procedures, etc.
- Makes assignments based on difficulty of work and capabilities of subordinates. Reviews work performed by subordinates for the accomplishment of the objectives, work methods used, and adherence to established policies and procedures. Participates in establishing performance standards and prepares formal employee evaluations. Keeps employees informed on policies and management goals. Estimates work completion time and maintains records of work accomplishments. Participates in employee selection from list of eligible candidates. Recommends personnel requests, i.e., promotions, performance recognition, etc. Grants leave. Attempts to resolve employee complaints and informal grievances, purposes disciplinary action.

### 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](mailto: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: Are required to submit documentation of COVID-19 vaccination.**
- **All Applicants:** Documentation of your highest level of civilian education listed on your application. (Legible copy of either diploma, degree, or transcripts).
- **Readiness:** Include any documentation for current flagging actions. SM must include memo signed by commander indicating circumstances and disposition mitigation.
- **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 earlier 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).**
- **All CAARNG Applicants:** Are required to submit a Record Brief (ERB/ORB).
- **CA Air National Guard (CA ANG) Applicants:** Are required to submit 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 – 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](mailto: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 Friday, 14 January 2022**.