

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

Position Details

Announcement Number: SAD VA 2021-100
Opening Date: 7 January 2022
Closing Date: 21 January 2022
Position Title: Security Guard (SAD E-4)
Duty Location: Camp Roberts, CA
Selecting Official: Security Force NCO
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 This vacancy announcement expires **21 January 2022** unless sooner rescinded.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-4.** 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 (Army, CSG) in the grades **E-2 through E-5** 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 (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.**
- Must have knowledge of first aid, fire prevention, safety, and human relations.

- Must be qualified to bear firearms.
- M-9 or M-11 weapon qualification must be current at time of hire (**attach proof with application**).
- Must never have been convicted by civilian or military court except for minor traffic violations or similar infractions.
- Must have current California Guard Card at time of appointment.
- 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).**
- All applicants must submit proof of medical readiness and physical fitness (Army - PHA and DA 705, CSG - DA 705 and Medical Readiness and Physical Fitness Verification memorandum endorsed by CSG unit commander) with application.
- Must obtain a favorable National Agency Check (NAC).
- 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.**

Primary Duties and Responsibilities

Guidance and supervision from CA ARNG G3, Protection Programs OIC, NCOIC and Camp Roberts SECFOR NCOIC. Security guard will perform security duties IAW State Laws and Statutes, AR 190-56, and the Army National Guard Security Officer Program. Specific duties include, but are not limited to:

- Control entry to and egress from the location via designated installation / facility access control points (ACPs).
- Conduct Vehicle inspections in support of the installation security program, patrol / protect location perimeters and mission essential or vulnerable areas (MEVA) to detect or deter unauthorized entry.
- Monitor electronic security systems (ESS) and devices including automated access control systems (AACS), closed circuit television (CCTV), intrusion detection systems (IDS), and security control center (SCC) when applicable and initiate appropriate response forces.
- Provide other services necessary to secure CA ARNG resources and personnel as approved by NGB-ARO-FP.
- Other duties as assigned.

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: 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).
 - **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. Applications mailed, or e-mailed, must be received by the State Personnel office no later than the **close of business on Friday, 21 January 2022**.

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 will be rejected and will not be considered. Please limit your SOQ to a maximum of two (2) pages, single-spaced, no less than twelve-point Arial font.

Candidate must clearly and concisely identify experience in categories listed below and must be in the following order:

- **Describe your background, experience and/or education and how it may have prepared you for this position.**
- **Please provide any law enforcement and/or security specific training or experience that may further qualify you for this position.**
- **Describe your experience working within a team to identify and achieve a desired outcome. Did your team achieve the desired outcome? In either case, what did you learn from this experience?**
- **Describe a situation where you have dealt with a hostile individual or an individual in crisis and how you managed the situation, or mitigated risk, through de-escalation.**
- **Maintaining a positive customer experience with the public is an important tenant of the CR GTC's SEFCOR mission. Please provide a brief description of a time when you made a decision that resulted in a poor customer experience; what steps did you take, or could you have taken, to remedy the situation? What did you learn from this experience?**