



Washington Air National Guard Active Guard Reserve (AGR) Announcement

****Corrected Copy****

Changes highlighted in yellow

JOB ANNOUNCEMENT # 16-020-ANG

POSITION INFORMATION

Position: Client Systems Craftsman
up to 2 positions
Grade: E7

Location: 225 Support Squadron
JBLM, McChord Field
AFSC: 3D171

Opening Date: 17 December 2015

Closing Date: 15 January 2016

WHO CAN APPLY

All current members of the Washington Air National Guard and those eligible to join.

INITIAL ELIGIBILITY CRITERIA

The following criteria must be met as of closeout date of this announcement to be considered:

- Must possess the 3D151 AFSC
- Must possess 8570 qualification
- Must be a promotable TSgt (6 years Time In Service, 2 years Time In Grade) or above
- Meet ANG fitness standards IAW AFI 36-2905 with a score of 75 or above (*applies only to current members of the USAF, USAFR or ANG*)
- Possess or be able to obtain a **SECRET** security clearance

SUMMARY OF DUTIES

This is a leadership position located within the Client Systems Flight of the 225th Support Squadron. Must have experience in the following areas to provide client-level information technology management, oversight, training and technical support as related to the air defense mission; Hardware and software management, configuration, and troubleshooting. Removes and replaces components and peripherals to restore system operation. Installs and configures software operating systems and applications. Provides service to end-users for operation, restoration, configuration of information systems, reports security incidents and executes corrective security procedures. Applies computer security policies to safeguard systems and information. Sustain and operates systems through effective troubleshooting, repair, and system performance analysis. Manage client user accounts and organizational client device accounts. Plans, organizes, and directs sustainment activities; Establishes work standards, methods, and controls for preventative, scheduled, and unscheduled maintenance actions. Determines extent and economy of repair of malfunctioning equipment and ensures compliance with technical data, instructions and work standards. Interprets malfunctions and prescribes corrective actions. Processes and reviews C4 systems requirement documentation. Manages, or performs, research and development projects for assigned systems. Coordinates and documents repairs. Member may be expected to work rotating shifts in a 24/7 work



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environment. 225th ADG policy requires initial AGR tours up to four years with potential for renewal at the end of current tour. Subsequent AGR tours are limited to a maximum of no more than four years.

ELEMENTS

The following elements are considered essential for successful performance in this position. Response to the Elements is voluntary, however written response to each of the following Elements will ensure that specialized experience is recognized.

- Knowledge of C-CS systems and Information Technology elements
- Knowledge of capabilities, functions, and technical methods for C-CS and elements
- Knowledge of organization and functions of Air Force automated C-CS and elements
- Knowledge of C-CS security procedures and programs including IP
- Knowledge of Air Defense Sector is desirable

APPLICATION INSTRUCTIONS

Applicants may apply for this position by submitting the following:

- 1) Resume cover letter (*not required, but highly encouraged*).
- 2) NGB 34-1, *Application for Active Guard Reserve (AGR) position*
- 3) Resume (Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, and a brief recap of duties)
- 4) Current Report of Individual Person (RIP) (*only applies to current members of the USAF, USAFR or ANG*)
- 5) Point Credit Summary (PCARS) from the vMPF. Print "View All", minus the PCARS definitions and FAQ pages (*only applies to current members of the USAFR or ANG*)
- 6) Current Report of Individual Fitness (*only applies to current members of the USAF, USAFR or ANG*)
- 7) Response to Job Elements (*not required, but highly encouraged*)
- 8) NO BINDERS OR BOUND DOCUMENTS

Email applications to: REBEKAH.L.STROMAIN.MIL@MAIL.MIL

When emailing applications, please put the announcement number and last name in the subject line

Applications can also be mailed to:

33 41st Division Way, Building 33
Camp Murray, WA 98430
Attn: Air AGR Manager

Applications must be received by this office by 1630 on the closing date of the announcement. **If you are sending your application via Priority Mail, Fed Ex, etc please allow an additional 3-5 days to the shipping time as they are not delivered directly to HRO.** Applications not received by HRO by the closing date will not be accepted. Applications will not be returned.



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ADDITIONAL INFORMATION

- Equal Employment Opportunity: The Washington National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, national origin, gender, marital status or political affiliation.
- Enlistment/Appointment in the Washington Air National Guard is a condition for retention in the AGR program.
- Potential for promotion in the position is conditional upon assignment to the appropriate UMD grade, compliance with ANGI 36-101 grade compatibility requirements and, if applicable, the availability of an AGR control grade. Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.
- The process of applying and being nominated does not constitute final selection for nor guarantee this position. Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by the Adjutant General of the State of Washington or designated representative.
- Applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD) for officers, age 60 for enlisted. If unable to meet this requirement a statement of understanding must be completed prior to start date.
- Military grade cannot exceed the maximum military grade authorized. A member who is overgrade must indicate, in writing, a willingness to be administratively reduced in grade when assigned.
- Point of Contact for general AGR announcements:
SMSgt Rebekah St.Romain, AGR Manager for Air (253) 512-8347

Point of Contact for this announcement:

CMSgt Daniel Rebstock (253) 982-4610 DSN: 382-4610 email: DANIEL.REBSTOCK@US.AF.MIL