



Washington Air National Guard Active Guard Reserve (AGR) Announcement

JOB ANNOUNCEMENT # 20-040-ANG

POSITION INFORMATION

Position:	Client System Jymn	Grade:	E-5/SSgt
Location:	225 Support Squadron JBLM, McChord Field, WA	AFSC:	3D151
Opening Date:	23 December 2019	Closing Date:	Until filled

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, (unless otherwise noted), to be considered:

- Open to all AFSC. Applicants not possessing the 3D1X1 AFSC must be eligible to cross-train into the 3D1X1 AFSC (ex. ASVAB score of 60 in Electrical)
- 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 position is within the 225th Support Squadron, Western Air Defense Squadron. Applicant should have knowledge and experience with TO 00-33A-1001 General Cyberspace Support Activities Management Procedures and Practice Requirements. The Client Service work center provides client-level information technology management, oversight, training, and technical support as it relates to software and hardware. They install/configure operating systems and applications, provide service to end-users for operation, report security incidents, and execute corrective security procedures, while also applying computer security policies to safeguard systems and information. They remove and replace components and peripherals to restore system operation, sustain systems, and ensure compliance with technical data by interpreting malfunctions and prescribing corrective actions. Additional responsibilities include managing user and device accounts, performing research for assigned system projects, and documenting all maintenance actions. Members of the work center may be considered for rotation through the Communication Focal Point, Plans and Resources, and Quality Assurance work centers, some of which necessitate rotating shifts in a 24/7 work environment. WA ANG policy requires initial AGR tours to be two or three years with potential for renewal at the end of the initial tour. Subsequent AGR tours are limited to a maximum of no more than four years.



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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 network operation**
- **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 3D career fields and how they interact**
- **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*, version dated 20131111
- 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) from the vMPF, under Self-Service Actions, Personal Data, Record Review, print all pages. A CDB, Career Data Brief, is **NOT** a substitute.
- 5) Point Credit Summary (PCARS) from the vMPF under Self-Service Actions, Personal Data, PCARS. 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 from AFFMS II (*only applies to current members of the USAF, USAFR or ANG*)
- 7) Last 3 EPRs (not required, but encouraged)
- 8) Current AF Form 422 from Medical Group (*does not apply to current WA ANG members*)
- 9) Response to Job Elements (*not required, but highly encouraged*)
- 10) Letters of Recommendation (not required, but encouraged, limit 3)

Submission of application:

Email applications to: LORIE.K.MOORE.MIL@MAIL.MIL

***All application documents must be consolidated into a single .pdf file.**

***When emailing applications, please put the announcement number and last name in the subject line. Also, name/title .pdf file with the announcement number and last name. (Ex. 20-005-ANG Moore)**



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****If you do not receive an email “confirmation of receipt” within 4 duty days of emailing your application, please contact SMSgt Lorie Moore at 253-512-8347 or DSN 323-8347***

Complete applications must be received by this office by 1630 (Pacific Time) on the closing date of the announcement. Complete applications not received by HRO by the closing date/time will not be accepted. Applications will not be returned.

ADDITIONAL INFORMATION

- New AGR's will be placed on a 2-3 year probationary tour. Continuation orders will be issued through a tour renewal request or an AGR Continuation Board as applicable.
- 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 and applicant selectee meets all requirements to enter an AGR tour.
- 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 this announcement at 225 ADS:
CMSgt Laurie J. Doyle: DSN 382-4610, Comm (253) 982-4610 laurie.doyle.3@us.af.mil
- Point of Contact for AGR announcements:
SMSgt Moore, AGR Manager for Air (253) 512-8347, DSN 323-8347