

# UTAH COUNTERDRUG MISSION POSITION VACANCY ANNOUNCEMENT

<b>Job Title:</b>		<b>JOB NUMBER:</b>
<b>MOS:</b>	<b>Min/Max Grade:</b>	<b>CLOSING DATE:</b>
<b>Location:</b>		
<b>Selecting Supervisor:</b>		

\*The CDC reserves the right to deny any internal hiring actions based off of project operational requirements.

## **JOB DESCRIPTION:**

1. Introduction.

2. Duties and Responsibilities

3. Supervisory Control.

## FTNGD-OS POSITION VACANCY ANNOUNCEMENT CONT.

### JOB INFORMATION:

1. Salary: Full military pay and allowances of the military grade of selectee.
2. Tour of Duty: Initial tour is a one year probationary order. Follow on assignment will be contingent upon satisfactory performance and funding.
3. Area of Consideration: Individual selected will receive an UTCDM Tour with the Utah Army National Guard. If selected for this position, the Service Member (SM) will be ordered to Active Duty under the provisions of Title 32 U.S. Code Section 112 & 502f.

### ELIGIBILITY REQUIREMENTS:

1. HRO Requirements
  - a. Must be a member of the Air or Army National Guard
  - b. Must meet Army medical retention standards in accordance with AR 40-501, Chapter 3.
  - c. Must not be within six (6) months of mandatory removal date (MRD)/expiration of term of service (ETS) on the report date of the tour unless waived by TAG.
  - d. Must not be under a suspension of favorable personnel actions per AR 600-8-2.
2. Employing Organization Requirements

3. Employing Organization Preferences

**APPLICATION REQUIREMENTS:** Applicants only need to fill out the “CDP Application for Counterdrug Position” attached to this announcement and send to [ng.ut.utarng.mesg.om-mgrs-s1-counter-drug@army.mil](mailto:ng.ut.utarng.mesg.om-mgrs-s1-counter-drug@army.mil) Be sure to include the tracking number listed at the top of the announcement. Applications will be screened for basic eligibility to attend the board. If applicant is selected for the position they will be required

Equal Opportunity: All applicants will receive consideration for the above position without regard for any non-merit reason such as; race, color, religion, national origin, politics, marital status, age or gender.

## FTNGD-OS POSITION VACANCY ANNOUNCEMENT CONT.

to fill out a CD ADOS packet which includes the below items. *(If selected this packet will be provided to you after selection)*

### 1. HRO Requirements

- a. Cover Letter (Approval Checklist). Located on HRO OS website
- b. FTNGD-OS Information Brief
- c. DA Form 1058, Application for Operational Support
- d. ARNG 1058-1R (only for NGB waivers), Approval Authority Determination
- e. NGB 23B, Retirement Point Statement
- f. Orders Query (w/entire history)
- g. MEDPROS IMR, Individual Medical Record
- h. DA 705, Army Physical Fitness Scorecard w/height & weight
- i. DA 5500/5501, Body Fat Content (only if applicable)
- j. DA 1506 (if no NGB 23B or Orders Query history), Statement Of Service
- k. DA 5960, Authorization of Basic Allowance for Housing (BAH)

If the applicant is unable to meet the above listed requirements in a timely manner, the applicant will not be granted the UTCDM Tour. For questions regarding this position direct your inquiries to CDMC S1 email (ng.ut.utarng.mesg.om-mgrs-s1-counter-drug@army.mil) or 801-432-4501.

Equal Opportunity: All applicants will receive consideration for the above position without regard for any non-merit reason such as; race, color, religion, national origin, politics, marital status, age or gender.

**APPLICATION FOR COUNTER DRUG POSITION**

The proponent agency is UTARNG-CDP.

**PRIVACY ACT STATEMENT****AUTHORITY:** Title 32 USC 502(f), Title 32 USC 112**PRINCIPAL PURPOSE:** To provide information for use in determining eligibility/qualifications for Counter Drug positions. A copy will be provided to the applicant. The original will be maintained by the human resources office for State records. For organizational use only.**ROUTINE USES:** None.**DISCLOSURE:** Voluntary, however if not provided you will not be considered for the Counter Drug program.

POSITION ANNOUNCEMENT #	POSITION TITLE		
NAME (Last, First, Middle)	DATE OF BIRTH (yyyymmdd)		
CURRENT HOME ADDRESS (Street, City, State, Zip Code)	HOME PHONE OFFICE PHONE		
DATE OF ENLISTMENT (Enlisted)	GRADE	MOS/SSI/AFSC	ETS DATE
DATE OF FEDERAL RECOGNITION (Officer/WO)	GRADE	BRANCH	MRD DATE
SECURITY CLEARANCE	DOD ID Number		

**SECTION I - EDUCATION AND SPECIAL QUALIFICATIONS**

1. COLLEGE OR UNIVERSITY (Accredited Colleges only, attach separate sheet(s) if necessary.)

Name, City & State	Date From	Date To	Degree Program	Credit Hours	Quarter/Semester
Chief Undergraduate Subject					
Chief Graduate Subject					

2. OTHER SCHOOLS OR TRAINING (Vocational, Trade or Business)

Name, City & State	Date From	Date To	Course Title	Hours Completed

3. SKILLS AND QUALIFICATIONS (Examples - Special skills and qualifications, word processing speed (WPM), certifications on wheel and track vehicles, etc. Also list any licenses or certificates held (RN, Pilot, CPA), etc.)

**SECTION II - EMPLOYMENT HISTORY**May we contact your present employer regarding your character, qualification, and record of employment?  
(A "NO" answer will not affect your consideration for employment.)CHECK ONE:  YES  NO

1. NAME AND ADDRESS OF CURRENT EMPLOYER	DATES EMPLOYED		AVERAGE HRS. PER WEEK
	FROM	TO	
TITLE OF POSITION	IMMEDIATE SUPERVISOR & PHONE NUMBER	NUMBER OF EMPLOYEES YOU SUPERVISED	
TYPE OF BUSINESS	YOUR REASON FOR LEAVING		

DESCRIPTION OF WORK (Describe your specific responsibilities and accomplishments)

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**SECTION II - EMPLOYMENT HISTORY (Continued)**

**OTHER EMPLOYMENT**

May we contact this employer regarding your character, qualification, and record of employment?  
 (A "NO" answer will not affect your consideration for employment.)

CHECK ONE:  YES  NO

2. NAME AND ADDRESS OF PRIOR EMPLOYER	DATES EMPLOYED	AVERAGE HRS. PER WEEK
	FROM	TO

TITLE OF POSITION	IMMEDIATE SUPERVISOR & PHONE NUMBER	NUMBER OF EMPLOYEES YOU SUPERVISED
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TYPE OF BUSINESS	YOUR REASON FOR LEAVING
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DESCRIPTION OF WORK *(Describe your specific responsibilities and accomplishments)*

**SECTION III - MILITARY HISTORY**

**1. MILITARY SERVICE** *(Start with most recent service and show changes in grade and duty in reverse chronological order.)*

FROM	TO	AC	ARNG/ANG	RC	GRADE	ORGANIZATION	DUTY

**2. MILITARY TRAINING**

**FORMAL MILITARY SCHOOLING COMPLETED**

COURSE TITLE AND NUMBER	DURATION OF COURSE		CORRESPONDENCE COURSES		
	WEEKS	DAYS	COURSE/SUBCOURSE TITLE		COURSE HOURS

**3. MILITARY QUALIFICATIONS** *(List any primary MOS/SSI which has been awarded on orders.)*

MOS/SSI/AFSC	DATE AWARDED	INDICATE HOW QUALIFICATIONS WERE OBTAINED <i>(Service School, On the Job Training, Civilian Experience, etc.)</i>

**4. INDICATE ANY ON THE JOB TRAINING WHICH IS QUALIFYING FOR AN MOS/SSI WHICH HAS NOT YET BEEN AWARDED ON ORDERS**

DUTY MOS/SSI/AFSC	EXACT TITLE OF POSITION	FROM	TO



## DFT Applicant Questionnaire



**Instructions:**

Please fill out all of the information below. The italicized text in each table is provided as an example. After DFT leadership have reviewed your questionnaire, you may be asked to take a written test of your knowledge of digital forensics topics. You may also be invited to an interview, both at later dates. DFT hiring timelines are based on a variety of factors, and they are subject to change, so the DFT may not be able to tell you right away exactly when we will be able to begin our internships, but we will retain your application until that time.

**Today's Date:**

**Personal Information**

<i>Last Name</i>	<i>First Name</i>	<i>Street Address</i>
<i>Military Email</i>	<i>Civilian Email</i>	<i>City, State, Zip</i>
<i>Phone</i>		

**Military Data**

<i>Rank</i>	<i>Unit</i>	<i>Time in Service (years)</i>	<i>Active Federal Service (years)</i>
<i>Current MOS/AFSC</i>	<i>Previous MOS/AFSC(s)</i>	<i>Date of last physical fitness test</i>	<i>Score of last physical fitness test</i>
<i>Current security clearance level</i>	<i>Are you flagged? (Y/N)</i>	<i>Current ETS date</i>	

**Civilian Education**

List all civilian education that you have completed, or if a degree is incomplete, indicate the number of hours completed in the Date Complete column.

School	Degree Type	Major (and focus if applicable)	Complete
<i>State College</i>	<i>Associates</i>	<i>Business (Marketing)</i>	<i>May 2012</i>

**Military Education**

List all military education that you have completed, especially professional development such as NCOES, or schools related to digital forensics, cyber, information technology, analysis, HUMINT, or CI.

Class Name	Class Description	Location	Complete
<i>92W Basic Course</i>	<i>Water Treatment Specialist course</i>	<i>Fort Lee, VA</i>	<i>Aug. 2011</i>

## DFT Applicant Questionnaire

### IT Training and Certifications

Name	School or Certifying Organization	Complete	Certified?
<i>CompTIA B+</i>	<i>CompTIA</i>	<i>Jan. 2016</i>	<i>(Yes/No)</i>

### Employment and Deployment History

List your employment history for the last five years, with emphasis on positions related to digital forensics, cyber, information technology, human intelligence, or counterintelligence. Also, list any past deployments (even those that were more than five years ago).

Organization	Duty Position	Location	Years
<i>Local Small Business LLC</i>	<i>IT security intern</i>	<i>West Jordan, UT</i>	<i>2014-2015</i>

### Technical Proficiency Self-Assessment

Please rate your level of familiarity with the following subjects on a scale of 1 to 5, with 1 being least familiar, and 5 being most familiar.

Subject	Rating
Linux OS	
Mac OS	
Windows	
Android	
iOS	
EnCase	
Internet Evidence Finder	
Cellebrite	
Python	
Visual Basic	
Other _____	
Other _____	
Other _____	

### Foreign Languages and DLPTs

Please list languages for which you have a proficiency as well as your most recent Defense Language Proficiency Test (DLPT) score and year taken, if applicable. If you have not taken the DLPT for a language, rate your level of proficiency on a scale of 1 to 5, with 1 being least proficient and 5 being most proficient, and mark "N/A" for Year.

Language	Score	Year
<i>Esperanto</i>	<i>3/3</i>	<i>2018</i>

### Miscellany

You may use the space below and on the next page to list any other details about yourself that haven't already been covered.

## DFT Applicant Questionnaire