ARMY and/or AIR National Guard AGR VACANCY ANNOUNCEMENT

Office of The Adjutant General
12953 Minuteman Drive
Draper, Utah 84020-9286

ANNOUNCEMENT NUMBER: 24-017   **OPEN DATE: 14 Dec 23**   **CLOSING DATE: 28 Jan 24**
                                                                                                 TIME: 2359 ET

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
Information Systems Technician, PARA 113 LINE 03, W3, 255A

APPOINTMENT FACTORS: **OFFICER( )**   **WARRANT OFFICER(X)**   **ENLISTED( )**

LOCATION OF POSITION: 19 SF HHC SFG(A), 17800 SOUTH CAMP WILLIAMS ROAD BLUFFDALE, UT

WHO MAY APPLY: Must be, or eligible to become a member of the National Guard within the grade(s) of E6 and E8 (must have an approved 255A or 255N pre-determination memo) or W1 and W2. Position is open to AOC 255A or 255N.

AREA OF CONSIDERATION: This position is **open to the grades of: W1 to W3. Individual selected will be ordered to active duty in an Active Guard/Reserve (AGR) status under the provisions of Section 502f Title 32 U.S. Code and will receive an initial 36 month probationary AGR Order. Retention as an AGR will be determined by duty performance and the needs of the Utah Army or Air National Guard**. **An over-grade applicant (Enlisted Only) must indicate in writing a willingness to be administratively reduced in grade <u>when assigned</u> to the position. Exceptions must be approved in writing by HRO-A and require a local lodging/residence plan.** The basic job qualifications are listed on the attached Position Description; Must meet height and weight standards of AR 600-9. Must have or be able to get a security clearance. **Officers:** Must possess AOC commensurate with AGR duty position. **Warrant Officers:** Must possess MOS commensurate with AGR duty position. **Enlisted:** Applicants for positions in grade E5 and below will have 12 months to become MOS qualified.

INSTRUCTIONS FOR APPLYING: IMPORTANT! PLEASE READ: you, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Incomplete applications with missing documents, or those not meeting the minimum appointment requirements will be considered "Not Qualified" because of lack of information. The HRO is not responsible to inform you if your packet is incomplete. Applications and associated documents will not be returned nor considered for future vacancy announcements. Do not submit original documents.The documents listed below are required to make a complete packet and **WILL** be submitted "AS A MINIMUM" to HRO. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation to certify the soldier as eligible. **Failure to do so WILL result in a finding of "Not Qualified" and will cause the applicant to lose consideration for this position. DO NOT INCLUDE LETTERS OF RECOMMENDATION, BINDERS or COVER LETTERS.**

1. Completed and Signed NGB form 34-1 (dated 20131111).
2. Current IMR (Individual Medical Readiness) from AKO or MEDPROS with a copy of any permanent profile, if applicable.
3. Soldier Record Brief (SRB, aka: ERB/ORB)
4. Statement of all active service performed. DD Form 214 or DA Form 1506 or Current RPAS statement. If Active Duty, submit a memorandum documenting Active Federal Service time.
5. Passing ACFT 705 within six months of packet submission.
6. Last three NCOERs or OERs.
7. Warrant Officer Predetermination Memorandum for 255A or 255N (enlisted only).
8. If you have ever served on AGR status or are currently serving include your most current AGR orders.
9. If previously involuntarily separated from the AGR program, please provide a letter to the board explaining the circumstances or a approved waiver in accordance with AR 135-18.
10. Letter to the board addressing any missing documentation (i.e., PHA is out of date)

APPLICATIONS ARE PREFERRED TO BE SUBMITTED THROUGH FTSMCS at https://ftsmcs.ngb.army.mil/ but CAN ALSO BE SUBMITTED:
In person to the HRO-A Office in Draper
or
Email at: ng.ut.utarng.list.hro-agr-milpers@mail.mil
or
Via Mail to: UTAH NATIONAL GUARD: ATTN: HRO-A, 12953 Minuteman Drive, DRAPER, UTAH 84020-1776
APPLICATIONS SUBMITTED IN POSTAGE PAID FEDERAL ENVELOPES ARE IN VIOLATION OF 18 USC SECTION 1719 AND WILL NOT BE CONSIDERED.

HRO webpage: https://gko.portal.ng.mil/states/UT/staff/HRO/Pages/default.aspx

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POSITION COMPATIBILITY REQUIREMENTS:
The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 255A
Sustainment: For the purpose of sustainment requirements, Soldiers who are selected into the AGR Program in a position commensurate with their current grade will be removed from the promotion list upon the effective date of hire for a period of 18 months. A memorandum of understanding will be required by the selected Soldier prior to orders being published by this headquarters.

MINIMUM APPOINTMENT REQUIREMENTS:

1. Soldiers must meet initial entry criteria for the title 32 AGR program as listed in AR 135-18, table 2-1. Soldiers may be disqualified for any criteria as listed in Table 2-2 and 2-3

2. Must be a current member in good standing (no flagging actions) of a Utah Army National Guard unit

3. Must not be within six (6) months of mandatory removal or Expiration Term of Service (ETS).

4. Physical Health Assessment (PHA) date must be within 15 months in MEDPROS prior to the closing date of this advertisement

5. Must meet the Army body composition standards IAW AR 600–9.

6. Cannot be within the initial AGR stabilization period

7. Must possess state driver's license and be able to be qualified to operate military vehicles which are organic to the unit.

8. Ability to work without daily supervision and effectively manage own time. Ability to organize work and prioritize tasks.

9. Ability to exercise individual initiative, sound judgment and honesty.

10. If not currently a warrant officer, the selected SM must attend Warrant Officer Candidate school within 12 months of hire and must be fully MOSQ within 36 months. Exceptions would be for lack of available school dates.

11. Ability to correctly follow administrative instructions in the completion of complex official documents. Ability to operate a computer for word processing and data base management. Knowledge of effective telephone techniques.

12. Computer literacy in MS Office Suite (MS Word, Excel, PowerPoint)

13. Must be able to possess a TOP SECRET clearance

BRIEF JOB DESCRIPTION:
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Manages personnel and information system assets associated with Army Battle Command Systems (ABCS), Automated Information Systems (AIS), and Internet Protocol (IP) Local Area Networks (LANs). Performs system integration. Develops software installation plans. Plans and develops Information Systems Life Cycle Management. Conducts systems analysis, design, development, implementation, and acceptance testing. Creates and implements Information Assurance Plans. Designs and implements ACBS/AIS LANs into tactical environments. Performs systems administration and LAN administration of tactical ABCS/AIS; manages training of personnel in the installation, operation, and administration of tactical ABCS/AIS, intranets, and video teleconferencing systems. Provides technical guidance and direction to subordinate operating elements. Provide guidance on Army Information Assurance policies. Responds to incidents that involve intrusions, introduction of malicious code and denial of service attacks on the DoDIN computer network. Reacts and assists with restoring the network to normal operation in the event of an intrusion detection system alert, major virus alert, or backup/network connectivity problem. Ensures that the CND-T are trained, and that network protection is accomplished by constructing multiple layers of Computer Network Defense.

MAJOR DUTIES:
1. Serves as an Information Technology Specialist providing Cybersecurity. Operates within the DoD, Army and JS security procedures, operations, and practices. Ensures systems are operated and maintained IAW AR 25-2 and all applicable command, DA, JS and DOD security directives and procedures. Monitors Microsoft and DoD information security bulletins and notifications as they relate to Information Security Vulnerability Alerts (ISVAs). Coordination is required with peer state contacts, USASOC, 1SFC, FORSCOM and MACOM elements and commercial vendors. Incumbent is required to ensure compliance with Federal, DoD, JS and DA Information Assurance/Cyber Security policies. Utilizes extensive knowledge of all areas of automation security to establish operating standards and procedures for the installation Information Security Program. Coordinates requirements with the responsible personnel and tracks suspense for completing required actions and reports virus problems in accordance with established procedures. Ensures the confidentiality, integrity and availability of systems and networks by planning, analyzing, developing, and implementing information systems security programs, policies, procedures, and tools. The incumbent serves as a subject matter expert (SME) in advising, posturing, preparing and auditing the organization for No Notice Army Cyber Readiness Assessments (NACRA), Organizational Inspection Program (OIP), and accreditations. May serve in a team lead role for auditing/assessment teams, such as a Site Assistance Visit (SAV). (60%) 2. Coordinates with Program Information System Security Managers and Organizational Information System Security Officer at other locations to verify or clarify information pertinent to cybersecurity/Information Assurance procedures. Ensures all IS and COTS/GOTS within the DODINA (NG) Enclave are properly certified and accredited in accordance with, Risk Management Framework (RMF) Enterprise Mission Assurance Support Service (eMASS) and configuration management policies and practices prior to installing devices/systems on the production ICAN. The incumbent has program oversight responsibility for the Installation Campus Area Network (ICAN)/Local Area Network (LAN) Certification and Accreditation (C&A), documentation and meets AR 25-1, AR 25-2, DoDI 8500.01 (Cybersecurity) and DoDI 8510.01 (Risk Management Framework (RMF) for DoD Information Technology) and DoDI 8500.2 Information Security (IS) Implementation. Ensures all aspects of the RMF are implemented for all assets connected, or to be added, to the ICAN are accepted and approved by the appropriate Designated Approving Authorities (DAAs) for RMF Assess Only process and Configuration Management Board. (30%) 3. Maintains an operational knowledge base of past, current and possible future threats to the security posture by attending courses, conferences, seminars, online research, and information sharing between other Cyber Security/Information Security professionals. Using this knowledge base, the incumbent will be able to devise and implement new policies and procedures to prevent or react to security concerns. 10%. Performs other duties as assigned. Serve as the principal AGR for the 19th SFG (A) regarding all matters concerning command, control, communications, and computer operations. Manage network operations, information management, information security, assigned information systems, and communications security (COMSEC). Prepare signal estimates, plans, and orders for assigned missions. Manage assigned radio frequency allocations and spectrum management. Performs other duties as assigned or required. This announcement is open to current 255A Warrant Officers, 255A COE holders and those who have a pre-determination letter to be a 255A Warrant Officer. Top Secret clearance CompTIA Advanced Security Practitioner (CASP+) and Key Management Infrastructure (KMI) certifications required to apply.

2. SUPERVISORY CONTROL
Soldier works under the direct daily supervision of the unit AO. Rating will be provide by the unit CDR, or senior staff officer, with a Senior Rating by the unit XO/DCO. Soldier receives technical guidance from supervisory personnel at higher headquarters. Soldier is tasked to accomplish daily requirements independently and in accordance with established polices. Performance is evaluated based on accomplishment of established objectives.

SELECTING SUPERVISOR: LTC Campbell VICE: CW4 Leggett

CONTACT INFO: SSG Hannah Rogers   (Com) 801-432-4315   (Email) HANNAH.M.ROGERS17.MIL@ARMY.MIL

EQUAL OPPORTUNITY:
The Utah National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.