STATE OF CALIFORNIA
OFFICE OF THE ADJUTANT GENERAL
9800 Goethe Road, P.O. Box 269101
Sacramento, California 95826-9101

CAJS-J1-SP 9 November 2009

MEMORANDUM FOR See Distribution

SUBJECT: State Active Duty Vacancy Announcement 2009-60 – Expires 30 November 2009

1. The Military Department is accepting applications for the Temporary State Active Duty position indicated below. The selected applicant will be provided an initial appointment of a minimum of six months which provides for full benefit status for the appointee and his/her beneficiaries. Continuation and subsequent extension of service of the selected applicant will be determined by the individual's performance of duty and continuation of funding. This vacancy announcement will expire on 30 November 2009 unless sooner rescinded.

2. This announcement has minimum requirements. Failure to comply with 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 suggested checklist at the end of this announcement.

a. **TITLE AND PAY GRADE**: Security Guard (SAD E-5 Capped at 4 Years)
b. **EMPLOYMENT LOCATION**: Channel Islands ANG Base, Port Hueneme, CA
c. **PROJECTED EMPLOYMENT DATE**: 21 December 2009*
d. **SELECTING SUPERVISOR**: Security Forces Manager, Channel Islands ANG Base
Pending Availability of Funding

3. The basic qualification requirements are:

a. Military: Current members of the active California Air National Guard in the grades of E-4 through E-6 may apply.
b. Education/Experience: Completion of military educational and civilian requirements commensurate with the grade of the applicant. Must possess a High School diploma.
c. Applicant must possess a valid state driver's license. **Submit a copy of your current Department of Motor Vehicle driver's license.**
d. Applicant must meet and maintain physical fitness and height/weight requirements in accordance with published standards. **Attach a copy of your military component's verification of these requirements**.
e. Must be 21 years of age unless already assigned to an ARNG/ANG unit.

4. Desirable qualifications include:

a. Knowledge of basic principles of first aid, fire prevention, and safety. **Attach appropriate documentation to support each knowledgeable area or provide written background regarding each knowledgeable area**.
b. Capable of taking prompt and efficient action in cases of fire, attempted theft, espionage, sabotage and other acts detrimental to safeguarding property and the Air National Guard resources.

c. Never have been convicted by civilian or military court, except for minor traffic violations and similar infractions. Applicant must not have a history of juvenile delinquency in two years preceding proposed employment.

d. Suitable and qualified , or able to become suitable and qualified, to bear firearms.

e. Completion of basic Security Forces course, or Army Military Police technical school, or equivalent of law enforcement course is desirable.

5. Principal duty functions:

Works under the direct supervision of the Channel Islands ANG Base Chief of Security Forces/Manager, and performs the following duties:

a. Performs security and resource protection duties within the ANG area of responsibility. Patrols where directed to insure federal property and ANG resources are properly secured.

b. Dispatches during routine operations and contacts local, federal or civil law enforcement officials to obtain assistance when ANG resources are threatened.

c. Handles emergencies until appropriate key personnel are contacted and they assume responsibility for the situation.

d. Must remain qualified to carry firearms. Must qualify (as required) and remain qualified with service weapons.

e. May perform duties as intrusion detection monitor and maintain communications with the base patrol and other law enforcement agencies.

f. Must qualify (as required) on all authorized equipment and use of force options.

g. Other duties as assigned.

6. The service member selected for this position will 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.

7. Reimbursement for moving and relocation expenses **will not** be paid.

8. Interested applicants must submit a completed OTAG Form 900-8 (SAD Appointment Application), and all requested supporting documentation, to Joint Force Headquarters, Director of State Personnel Programs, ATTN: CAJS-J1-SP, Box #27, P.O. Box 269101, Sacramento, CA 95826-9101. Blank application forms may be obtained from the CAJS-J1-SP website at http://www.calguard.ca.gov/casp/Pages/sad/aspx or by contacting Ms. Cheryl Arbaugh at (916) 854-3311 or DSN 466-3311. **Original applications must be received in the State Personnel office no later than the close of business on 30 November 2009. Applications will not be accepted via fax or email.**

FOR THE ADJUTANT GENERAL:

Jeffrey W. Magram (9 Nov 09)
JEFFREY W. MAGRAM
Lieutenant Colonel, CA ANG
Director, State Personnel Programs

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The following is a suggested checklist to assist with the submission of a complete and accurate application. Explain negative responses.

Have you completed and signed the application form?	
Have you attached a copy of your height, weight & physical fitness verification?	
Have you attached a copy of your current driver's license?	
Have you attached copies of documentation to support your knowledge of basic principles of first aid, fire prevention, safety, and human relations?	