

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

CAJS-J1-SP

30 August 2012

MEMORANDUM FOR Members of the Active California Army National Guard

SUBJECT: State Active Duty Vacancy Announcement 2012-72 – Expires 28 September 2012

1. The Military Department is accepting applications for the State Active Duty position indicated below. This vacancy announcement expires **28 September 2012** unless sooner rescinded. An appointment to this position provides full benefit status for the appointee and their beneficiaries. Continuation and subsequent extensions of service of the selected applicant will be determined by individual's performance of duty and continuation of funding. *Soldiers selected for this position will be paid at the SAD grade of E-4.*

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 checklist at the end of this announcement.

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| a. Title and Pay Grade: | Security Guard (SAD E-4) Multiple Positions Open |
| b. Employment Location: | Statewide - JFHQ Sacramento, Camp Roberts, Mather AASF, JFTB Los Alamitos, and Camp San Luis Obispo |
| c. Projected Employment Date: | 22 October 2012 |
| d. Selecting Supervisor: | Operations Officer (State Provost Marshal Office) |

3. The basic qualification requirements are:

a. Military: Members of the active California Army National Guard in the grades of E-3 through E-5 may apply. Applicants must have a military affiliation per Para 4-2a of CA ARNG 600-1/ANGI 36-2601.

b. Applicants must be Military Police 31B MOS-Q or capable to become Military Police 31B MOS-Q within 12 months of appointment. If applicant not currently 31B MOS-Q, must meet the physical demands rating and qualifications for initial award of MOS to include:

1. A physical demands rating of moderately heavy;
2. A physical profile 222221;
3. Red/Green color discrimination;
4. Minimum score of 91 in aptitude area ST;
5. Secret security clearance or able to obtain and maintain.

c. Applicants will receive initial and annual in-service training to ensure proficiency in guard skills and remain current in state and federal doctrine. Applicant's initial training will include at a minimum:

1. Vehicle, Area, and Personnel Search Authority and Procedures;
2. Personnel Identification procedures, including authorized identification cards/badges;
3. Communication procedures and equipment;
4. Antiterrorism and Operations Security requirements;
5. Personal Protective Equipment and procedures to include blood borne pathogens training;
6. Specialized access control and screening equipment.

d. Education/Experience: Must be a high school graduate or equivalent. Completion of military education commensurate with the grade of the applicant. *Attach a copy of your highest level of civilian and military education.*

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e. Communication Skills: Must be able to effectively communicate orally and in writing. Applicant may be asked to produce a short, handwritten report during the interview process.

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

g. Character Traits: Honesty, courtesy, tact, cooperation, personal appearance, and bearing are important factors required of security personnel.

h. Personal Qualities: Good conduct and character, integrity, dependability, and good mental and physical fitness also are required of such personnel.

i. Applicants must have knowledge of basic principles of first aid, fire prevention, safety, and human relations.

j. Applicants must be qualified, or capable of becoming qualified, to bear firearms in accordance with recognized federal, state, or local law enforcement agency standards.

k. Applicants must meet and maintain physical fitness and height/weight requirements in accordance with published standards. Must complete an annual physical fitness test. ***Attach a current copy, within the last 12 months, of your DA Form 705.***

l. Applicants must possess a valid state driver's license. ***Attach a copy of your current driver's license and Department of Motor Vehicle's printout.*** Unit DMV reports are not accepted. California residents may obtain, at cost, a copy of their DMV printout at the following website:
<https://www.dmv.ca.gov/wasapp/dr/vieworprintreprot.do?method=Continue>.

m. Applicants must be at least 21 years of age unless already assigned within the ARNG.

n. Appropriate military uniform with federally recognized rank will be worn in accordance with military regulation.

o. Initial and/or continued employment is contingent upon receiving and maintaining a favorable State Department of Justice background check.

p. Applicants must sign a Workforce Drug Testing Act per State Laws and Statutes and will be subject to Drug Testing at hiring and throughout employment per State Laws or AR 600-85 on a random basis.

q. Applicants must be capable of taking prompt efficient action in cases of fire, attempted theft, espionage, sabotage and other acts detrimental to safeguarding property and the National Guard resources.

r. Applicants must understand how to maintain and store assigned weapon and ammunition in accordance with AR 190-11.

4. Principal Functions:

Duties will be performed under the direct supervision of the Security Forces OIC/NCOIC.

a. Performs security activities in accordance with state laws and statutes, Army Regulation 190-56, and the Army National Guard Security Guard Program.

b. Performs roving guard duties.

c. Controls entry to restricted areas.

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

e. Must qualify twice annually with service weapons and meet standard evaluation requirements.

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

g. Other duties as assigned.

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5. The service members selected for this position may 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.

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

7. Interested applicants must submit a completed OTAG Form 900-8 (SAD Appointment Application), and all required 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) 854-3816 or DSN 466-3816. ***Original applications, with original signatures, and all required documentation, must be received in the State Personnel office no later than the close of business on Friday, 28 September 2012. USPS postmarks or delivery confirmation from UPS/FEDEX will not be accepted. If you want to confirm that your application has arrived at the State Personnel office, you must call prior to COB on the closing date to confirm receipt. Calls after the closing date will not be accepted. Applications will not be accepted via fax or e-mail, except applicants currently serving on active duty Title 10 OCONUS orders who may submit their applications, along with all required documentation, via e-mail to StateJobsCA@ng.army.mil. Submit Title 10 orders with e-mailed documents.***

FOR THE ADJUTANT GENERAL:

Andreas O. Garza (30 August 2012)
ANDREAS O. GARZA
LTC, JA, CA ARNG
Director, State Personnel Programs

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

Have you completed your application form and provided an <u>original</u> signature?	
Have you attached a copy of your highest level of civilian <u>and</u> military education?	
Have you attached a current copy of your DA Form 705?	
Have you attached a copy of your valid state driver's license <u>and</u> DMV printout?	
Have you, as a Deployed soldier, attached a copy of your Title 10 orders?	