

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

CAJS-J1-SP

10 October 2012

MEMORANDUM FOR Members of the Active California Air National Guard

SUBJECT: State Active Duty Vacancy Announcement 2012-83 – Expires 31 October 2012

1. The Military Department is accepting applications for the State Active Duty position indicated below. This vacancy announcement expires **31 October 2012** unless sooner rescinded.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 the individual's performance of duty and continuation of funding. *The officer selected for this position will be paid at the SAD grade of 0-4.*

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 suggested checklist at the end of this announcement.

- | | |
|-------------------------------|--|
| a. TITLE AND PAY GRADE: | Logistics and International Programs Officer (SAD 0-4) |
| b. EMPLOYMENT LOCATION: | HQ CA ANG, Sacramento CA |
| c. PROJECTED EMPLOYMENT DATE: | 1 December 2012 |
| d. SELECTING SUPERVISOR: | Chief of Staff, Air Division |

3. The *basic* qualification requirements are:

- a. Military: Members of the active California Air National Guard in the grades of 0-3 through 0-5 may apply. Applicants must have a military affiliation per Para 4-2a of CA ARNG 600-1/ANGI 36-2601.
- b. Education/Experience: Completion of Professional Military Education and civilian requirements commensurate with the grade of the applicant is required. Must possess the appropriate logistical AFSC. *Attach documentation of your highest level of civilian and military education.*
- c. Military Assignments: Assignments appropriate to the grade of the applicant.
- d. Two years experience in Supply, Logistics, or International Affairs.
- e. Communication Skills: Must be able to communicate orally and in writing.
- f. Applicant must meet and maintain physical fitness and height/weight requirements in accordance with published standards. *Attach a current copy, within the last 12 months, of your military component's verification of these requirements (Computer generated Report of Individual Fitness).*
- g. Must possess a minimum of a DoD Secret Security Clearance to insure unrestricted access to federal equipment status information.
- h. Appropriate military uniform with federally recognized rank will be worn in accordance with military regulation.
- i. 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/vieworprintreport.do?method=Continue>.

CAJS-J1-SP

SUBJECT: State Active Duty Vacancy Announcement 2012-83 – Expires 31 October 2012

4. ADDITIONAL QUALIFICATIONS:

Bachelor's Degree in Logistics, Business or a related field is desired.

5. PRINCIPAL DUTY FUNCTIONS:

Receives general supervision from the Chief of Mission Support, Air. Incumbent uses own initiatives and judgment within the limits of federal and state policies. Provides policy, technical advice and assistance to Commanders, base Logistics Readiness Officers and Mission Support Officers. Supervises personnel activated to support A4 activities during State emergencies.

a. Manages and controls logistics plans and programs which encompass the logistic functional areas of supply, maintenance, transportation, fuels, deployment and logistics readiness. Serves as liaison between the USP&FO and the ANG Assistant USP&FO for Property, pertaining to areas of supply record status and freight traffic management. Serves as principal ANG advisor to the USP&FO on matters pertaining to State ANG supply systems. Administers the ANG Reports of Survey Program. Analyzes and oversees trends relating to the availability of proper equipment for federal and state missions.

b. Serves as principal advisor to the Commander, California Air National Guard, Deputy Adjutant General, Air, and Chief of Staff on the status of equipment maintained at each ANG Base and Station. Assists in providing mission ready ANG units for State and national emergencies. Insures that federal equipment is available for state emergencies, such as floods, fires and earthquakes. Maintains operational status and equipment locations for all federal equipment that could be used for state support. Directs equipment and supply transfers between CA ANG units.

c. Responsible for writing, coordinating and implementing logistical plans and programs. Serves as a focal point for California ANG mobility planning; provides managerial and technical guidance on planning, policy, and procedures. Coordinates logistics plans and programs with readiness/deployment, supply, transportation, and fuels functions at CA ANG bases in support of assigned missions. Supervises the development of base level mobility plans and reviews and monitors the execution of mobility exercises to insure compliance with directives and effective mission support. Manages Statewide CA ANG Wing TF planning efforts for Joint Reception-Staging-Onward Movement-Integration (JRSOI). Participates in the preparation and deployment of the CA ANG and Military Department's State Strategic Plans.

d. Participates in joint planning and evaluation with staff activities, other military services, CA OES and civilian agencies to plan for logistical and equipment issues for DOMOPS missions and forces, Tier One forces, JRSOI, Homeland Response Force (HRF) – Medical, Border Missions, Counterdrug activities, WMD Civil Support Team (CST) activities and other federal and state missions.

e. Serves as HQ CA ANG State Deployment Manager for Airmen and equipment deployed for ESAD/DSCA missions. Responsible for coordinating FRAGO taskers for personnel and equipment with field units. Supervises ESAD staff activated to support the ESAD Air Division deployment process. Develops, staffs and distributes reporting instructions for airmen reporting for ESAD. Tracks activated personnel and equipment. Oversees daily field submissions of LogStat Reports to J4. Ensures all training, equipping and preparation are completed prior to deployment.

f. Develops logistic support policies, concepts and systems and provides interpretation and guidance in their implementation. Prepares and implements directives and regulations necessary to assure effective logistics support.

g. Incumbent serves as primary member of the Joint Operations Center (JOC) during state emergencies, responsible for managing ANG logistics operations. Provides advice and assistance on

CAJS-J1-SP

SUBJECT: State Active Duty Vacancy Announcement 2012-83 – Expires 31 October 2012

special logistics issues regarding procurement, transportation and sustainment of personnel and material. Serves as liaison between J4 and CA ANG wings during DOMOPS planning and execution. Represents the CA ANG logistics community in California Emergency Management (CalEMA) disaster response working and planning groups.

h. Serves as HQ CA ANG Unit Deployment Manager (UDM) for Airmen deploying to state missions. Ensures all training, equipping and preparation are completed prior to deployment.

i. Responsible for conducting follow-up reviews or corrective actions on deficiencies noted in Air Force Major Command Inspection Reports to insure California ANG units are in compliance with state and federal directives.

j. Provides professional and policy advice and assistance in the development of local policies, procedures and strategic direction for integration of all facets of logistics and logistics support concepts.

k. Coordinates with comptroller activities in projecting unfunded equipment requirements that support domestic operations, budget requirements and allocating funds to logistics programs. Maintains liaison with operational activities to determine present and projected logistics requirements and advises commanders and staff on status of logistics capabilities and readiness.

l. Responsible for the safeguarding, acquisition and disposition of Air Division equipment, to include federal Custodian Authorization Custody Receipt Listing (CA/CRL) items, Accountable Item Management (AIM) inventory (IT) equipment and state property.

m. Responsible for insuring compliance of all ANG federal vehicles and powered equipment with State of California Emission Control Standards.

n. Serves as the principal advisor to the Commander, California Air National Guard, Deputy Adjutant General, Air and Chief of Staff on International Program matters. This includes the State Partnership Program (SPP) with Ukraine and Nigeria as well as other contacts with foreign militaries. Responsible for the planning, coordination and execution of all SPP events for the California Air National Guard. This includes event and exercise development and planning, budgeting, coordination, event execution and evaluation. Frequent coordination with Ukrainian and Nigerian military and civilian leaders, US higher HQ military organizations and State of California senior agency officials is encompassed in these duties.

o. Deploys overseas as the executive director for SPP events, large scale exercises and in-country planning conferences. Lends military expertise to planning and exercising U.S. military capabilities to foreign military and civilian entities for military-to-military events.

6. The officer 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.

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 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 Wednesday, 31 October 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***

CAJS-J1-SP

SUBJECT: State Active Duty Vacancy Announcement 2012-83 – Expires 31 October 2012

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 (10 October 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 original signature?	
Have you attached a copy of your highest level of civilian and military education?	
Have you attached a copy of your height, weight & physical fitness verification? (Computer generated Individual Readiness Fitness)	
Have you attached a copy of your valid state driver's license and DMV printout?	
Have you, as a Deployed officer, attached a copy of your Title 10 OCONUS orders?	