

Additional Requirements Are:

*Initial medical procurement standards for active duty are more demanding than retention standards under which National Guardmembers serve. A new medical examination or a medical review by the state surgeon is required prior to issuance of initial orders. Pregnancy disqualifies a Guardmember's initial entry on to ADOS tours.

*Urinalysis testing upon entry on active duty, and periodic testing while on active duty. These requirements are in addition to testing by units of assignment during IDT/IAD under the National Guard Substance Abuse Program.

*Applicants meeting National Guard standards and designated for duty with law enforcement agencies (LEAs) may be subject to further screening by the LEA. This screening will be conducted within the first 30 days of entry on the JCNTF. LEAs may require a *polygraph*, security clearance or criminal records check or other background inquiry; all such inquiries are made by the LEAs in accordance with their own legal authority. Rejection by a LEA may result in termination from the JCNTF program.

*Applicants may not have more than **17** active duty years if applying for this position

*Background Investigation

*Valid Arizona Driver's License

INSTRUCTIONS FOR APPLICATION

****Incomplete applications will not be considered****

Completed applications should be turned into the J-1 office, SWBM prior to the closing date posted on the announcement. Please call the SWBM Personnel Office at 520-750-5377 or e-mail 1LT Janet Baca at janet.d.baca.mil@mail.mil for further information.

Identify which mission you are applying for located in the administrative data box above (JCNTF or SWBM-AZ/ PHALANX) then submit the appropriate documentation:

The following item(s) are required to apply for a position with the **JCNTF**:

- Completed application with unit commander's recommendation and signature. A separate application must be submitted for each announcement.
- Copy of military service point credit history.
- Completed JCNTF Form 33 - Air Medical Approval Memo (**AIR FORCE APPLICANTS ONLY**)
- Completed JCNTF Form 34 - Army Medical Approval Memo (**ARMY APPLICANTS ONLY**)
- APFT Score Card/PT Score Printout

The following item(s) are required to apply for a position with the **SWBM-AZ/PHALANX**:

- Cover Letter (Sample Included in Application Packet)
- Completed application with unit commander's recommendation and signature. A separate application must be submitted for each announcement.
- Copy of military service point credit history.
- Completed JCNTF Form 33 - Air Medical Approval Memo (**AIR FORCE APPLICANTS ONLY**)
- Completed JCNTF Form 34 - Army Medical Approval Memo (**ARMY APPLICANTS ONLY**)
- APFT Score Card

- Verification of Security Clearance
- Army DA1058-R filled out by the unit
- Army NGB Form 1058-1R
- Army DA 1506 Form – Completed by Member
- SF 85P-S (EG) (With copy of DL front and back)

Additional documentation may be submitted and considered; DA Form 2-1, evaluation reports or a resume which will be given to the selecting official.

Applications are destroyed upon completion of the selection process. Personnel not selected have five days from their notification date to appeal the selection process to the selecting official.

JOB DESCRIPTION

Role/Responsibilities:

Serve as the SWBM-AZ Budget NCO based at the JCNTF/SWBM Headquarters, Silverbell Army Heliport, Marana, Arizona. Report to the JCNTF/SWBM-AZ Resource Management OIC (J8) with dotted line reporting requirement to SWBM-AZ OIC/NCOIC. Serve as the Budget NCO and Financial Analyst for the Southwest Border Mission in conjunction with JCNTF/SWBM fiscal policy and procedures. Following command guidance, plan and execute the annual Funding Authorization Document (FAD) for each fiscal quarter. With J8 assistance, plan and execute the monthly JCNTF/SWBM Budget/Finance overview brief for the JCNTF/SWBM Command/Staff. Create the ARNG and ANG planning documents (FAD, AFP reporting, allocation reporting, Status of Funds) to efficiently access, monitor, and change the SWBM 2060 STANFINS, 2060 GFEBs, and 2065 funds operating environment. In addition, serve as a DTS-qualified resource analyst with DTS authorization creation, tracking, and closure responsibilities in close coordination with the DTS Resource Manager.

Preferred background and core skill set:

Strongly prefer MOS 36B background (Financial Analyst/Services) qualification with STANFINS/GFEBs educational qualification and four (4) years STANFINS/GFEBs planning, execution, and reporting experience at the BDE or higher-level organization. Current access to the STANFINS/GFEBs/AFCOS reporting environment within the AZNG community desired. DTS-qualified applicants strongly preferred with 2+ years DTS authorization/closure experience minimum.

Professional NCO attributes required with above-average NCOERs, physical fitness, military bearing, and professional references. Capable of successfully passing the CBP background investigation and AZNG GFEBs financial investigation. High proficiency in MS Office environment with seasoned financial accounting and budgeting spreadsheet capabilities. Strong analytical, presentation, and teamwork skills addressing critical resource management issues.