STATEWIDE

Arizona Air National Guard

Active Guard/Reserve (AGR) Announcement
JOINT FORCES HEADQUARTERS/HRO
5636 East McDowell Road, Bldg M5710
Phoenix, Arizona 85008-3495
PHONE (602) 629-4826: DSN 853-4826
WEBSITE: //dema.az.gov/azng-human-resources

ANNOUNCEMENT NUMBER:	OPENING DATE:	CLOSING DATE:
16-169A	18-Apr-2016	13-May-2016

POSITION TITLE, SERIES, GRADE AND POSITION NUMBER:
INFORMATION SECURITY SPECIALIST, GS-0080-12, D2138000, SSgt/E5(p)-TSgt/E6, MPCN:102676034

****Applicants who currently possess a military grade one grade level higher than above posted grade level may be considered for this vacancy. If an over graded applicant is selected they must be reduced in grade prior to being accessed into this position. Applying for and accepting a lower graded military position is considered a voluntary reduction in grade. IAW ANGI 36-2503, an applicant must submit in writing their willingness to be administratively reduced in grade and submit this letter with their application package.****

APPOINTMENT FACTOR:	AFSC:	ASVAB:
OFFICER ☐ ENLISTED ☒	3P071	G:33

LOCATION OF POSITION: 162nd Wing, Tucson, Arizona

AREA OF CONSIDERATION: This position is the Active Guard and Reserve Force and is **open to current members of the (All Units), Arizona Air National Guard.** Individual selected will receive an Active Duty Title 32 Tour with the Arizona Air National Guard. In order to be considered for this position applicants must meet minimum qualifications.
PCS funds are authorized.
NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.
NOTE: This position is UTC tasked and is subject to involuntary deployments.
NOTE: Applicants must possess AFSC 3P071
NOTE: Member must possess a Secret Clearance and be able to obtain a Top Secret Clearance
NOTE: Applicants in the grade of SSgt must be immediately promotable to TSgt.

INSTRUCTIONS FOR APPLYING:

Applications must be submitted following the instructions on this announcement. Incomplete applications will not be processed. Written explanation is required for any missing documents. The following items are mandatory for all AGR announcements:

- **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position.**
- **Detailed Resume**
- **AZNG Forms 335-2-R, Knowledge, Skills and Ability Supplement**
- **Current Report of Individual Personnel (RIP). RIP can be obtained from the servicing Military Personnel Flight (MPF). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (vMPF). Select 'Record Review' and then 'Print/View All Pages'. *For Enlisted Members, documents MUST show your ASVAB scores.***
- **Copy of current Fitness Test scores, if exemptions exist please include the AF 469. Must be within 12 months.**
- **Copy of AF Form 422, Physical Profile Serial Report and AF Form 1042 (for flight status), Flight Physical. (Both forms must be current within 12 months) This form can be obtained from your Wing Clinic.**

The following documents are not required but strongly recommended for validation of experience/education:

- **Letter of verification of Security Clearance from local Security Manager.**
- **AZ Form 34-1, Arizona AGR Application Supplement**
- **AZNG Form 335-1-R, Military Brief**

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

NATIONAL GUARD REQUIREMENTS:

1. Must be in compliance with physical fitness, height, weight, and body fat measurement standards as listed in AFI 36-2905.
2. You must have completed a medical examination in accordance with AFI 48-123 within the 12 months preceding your entry into the AGR program. Women will be tested for pregnancy before entering the AGR program. HIV must be current within 6 months.
3. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
4. Individuals selected for AGR tours who cannot obtain 20 years of Active Federal Service prior to reaching mandatory retirement, age 60 for enlisted personnel, or mandatory separation date for officers and those within their first 24 months of an AGR assignment or reassignment must submit a waiver request through the HRO remote to the HRO for Waiver for Exceptional Circumstances prior to the closing date of this announcement. Waivers must justify why request is in the best interest of the unit, State, or Air National Guard.
5. You must meet eligibility requirements of AFI36-2101 Classifying Military Personnel (Officer and Enlisted) and ANGI 36-101 (The Active Guard/Reserve Program).
6. AGRs will not be reassigned during the first 24 months of their initial tour or within the first 24 months of reassignment, except in the event of an approved waiver from the Human Resource Officer prior to announcement closing date.
7. Applicants for E-8 positions must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW para 2.23.1 of ANGI 36-2101.
8. Individuals selected for Control Grade positions must meet requirement as stated in ANGI 36-101.

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (NGB Form 34-1) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:
Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Knowledge of a wide range of security concepts, principles, and practices to review, independently analyze, and resolve difficult and complex security problems.
2. Knowledge of a broad range of security program relationships, and proficiency ininformation, personnel, and industrial security to effectively implement and administer applicable security programs and/or coordinate with other specialized security programs.
3. Knowledge of security classification methods, concepts, and eligibility for access to classified or sensitive information to review plans for proposed or new projects, organizations, and/or missions to assure the presence of adequate planning for information security and other controls.
4. Ability to plan and carry out reviews of unit and/or contractor security programs, analyze and evaluate reports and conditions to recommend remedial actions.

SPECIALIZED EXPERIENCE: Must have 36 months experience, education, or training in planning, directing, coordinating, and controlling base and law enforcement activities. Experience developing, planning and conducting training for regular and auxiliary force in all facets of security and law enforcement. Experience establishing standards related to security/law enforcement and enforcing standards. Experience determining personnel requirements for resources protection and law enforcement function. This position is located at the 162nd Fighter Wing. The primary purpose of this position is to serve as the Wing Chief of Information Protection at Air National Guard installations. Administers the Information Protection (IP) Program to include protection from espionage, terrorism, and threats of unauthorized disclosure and/or compromise of information or material considered vital to wing and command mission interests, national defense or national security.

BRIEF JOB DESCRIPTION: This position is located at the 162nd Fighter Wing. The primary purpose of this position is to serve as the Wing Chief of Information Protection at Air National Guard installations. Administers the Information Protection (IP) Program to include protection from espionage, terrorism, and threats of unauthorized disclosure and/or compromise of information or material considered vital to wing and command mission interests, national defense or national security.

SELECTING OFFICIAL: CMSgt Mark Milboun