

STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>

TITLE 32 EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

ANNOUNCEMENT NUMBER: 19-091T OPENING DATE: 1-Feb-19 CLOSING DATE: 19-Feb-19

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Supply System Analyst, D0888P01, GS-2003-11, WO1-CW4/O1-O3, MPCN:1620-004

APPOINTMENT FACTORS: OFFICER WARRANT OFFICER ENLISTED

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE:

\$63,192.00-\$82,152.00 PA

SUPERVISORY MANAGERIAL

NON-SUPERVISORY/NON-MANAGERIAL

LOCATION OF POSITION:

USPFO, PPMR, Phoenix, AZ

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Army National Guard.** Individual selected will receive an **Indefinite Appointment** after successful completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed **AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement)** or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a **Resume** or the **Optional Form 612.** Applicant **MUST** submit complete ORB and/or other documentation to verify possession of MOS.

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 (OF 612) 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.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Army National Guard, in a military unit supporting JFHQ and must possess the following MOS: WOMOS: 882A, 890A, 913A, 914A, 915E, 920A, 920B, 922A, 923A and Branch Immaterial Officer: 88A, 90A, 91A, 92A

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

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 nonmembership in an employee organization or any other non-merit factor.

Relocation Incentive may be offered: YES NO
PCS may be offered: YES NO

NOTES:

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

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 broad range of supply program relationships to analyze procedures, services, directives, and management of the Division for resolving major problems, establishing, or revising local policy, and coordinating the work of the Division with other organizations.
2. Ability to communicate succinctly orally and in writing.
3. Knowledge of the current supply management system to ensure that the system adequately supports logistical functional requirements.
4. Knowledge of budget and financial management programs to evaluate the effect of new programs on funding requirements and direct the formulation of justification for budget revision.

SPECIALIZED EXPERIENCE: Must possess at least 36 months experience, education, or training supervising and/or managing supply personnel and a variety of supply functions. Knowledge on the entire inventory management supply system. Experience coordinating with other organizations on complex and controversial supply issues. Experience providing advice and guidance on supply regulations to upper levels of management regarding supply functions.

BRIEF JOB DESCRIPTION: This position is located in the Supply and Services Division of the United States Property and Fiscal Office (USP&FO). Its purpose is to perform comprehensive analysis of logistical procedures, services, directives, and the operation of the division. The incumbent compiles, correlates, and submits various reports on logistical functions and provides technical guidance and policy direction for the division. Acts in behalf of the Supply Management Officer when required.

SELECTING OFFICIAL: MAJ Edwin Longwell
