

**STATEWIDE  
NATIONAL GUARD OF ARIZONA  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495  
PHONE (602) 629-4821; DSN 853-4821  
EXCEPTED  
TECHNICIAN VACANCY ANNOUNCEMENT**

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**ANNOUNCEMENT NUMBER: 15-328T OPENING DATE: 19-Aug-2015 CLOSING DATE: 3-Sep-2015**

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**POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:**

**POLICE OFFICER 2 POSITIONS, GS-0083-06, D2155000, E1-E6, MPCN:1044036/1044035**

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**APPOINTMENT FACTORS: OFFICER**

**ENLISTED**

**SALARY RANGE:**

**\$35,609.00-\$46,294.00 PA**

**SUPERVISORY  MANAGERIAL**

**NON-SUPERVISORY/NON-MANAGERIAL**

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**LOCATION OF POSITION:**

**162nd Wing, Tucson, Arizona**

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**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.**

**INSTRUCTIONS FOR APPLYING:** Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it 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), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include: High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). 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. In addition to the above described information, all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

**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.

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**CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (162nd WG) and must possess the following AFSC: 3P0X1**

**KNOWN PROMOTION POTENTIAL: NONE**

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

**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.

**AREA OF CONSIDERATION:** This position is in the Federal/Excepted Civil Service and is **open to current members and those eligible for membership in the 162nd WG, Arizona Air National Guard.** Individual selected will receive a Indefinite Appointment that may be converted to Permanent once the funding is available for a

new position, or if the position is no longer encumbered.. 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. **PCS funds are not authorized.**

**NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).**

**NOTE: Applications must contain a completed Optional Form 612 (Application for Federal Employment) or must include a Resume.**

**NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

**NOTE: Individuals selected for the 3P career field will be placed in a position commensurate with current.**

**NOTE: Subject to rotating night shift work. This position is UTC tasked and subject to involuntary deployment.**

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**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 the full range of security forces, and police and law enforcement services which requires considerable training, experience, and proficiency to perform the full range of operations in preventing or resolving offenses.**
- 2. Knowledge of standardized federal laws, regulations, methods, procedures, operating techniques, Air Force instructions, state, and local laws to perform tasks including, but not limited to, pursuing and apprehending persons fleeing a crime scene; performing dispatcher duties involving passing of directions and information to officers on posting assignments; seeking, detecting, and protecting evidence and witnesses at the scene of an incident; and detaining witnesses and suspects.**
- 3. Knowledge of security and security forces requirements, procedures, and tactics to support installation physical security and contingency operations.**
- 4. Knowledge of firearms and tactics utilized in emergency situations.**
- 5. Knowledge of alarm and electronic monitoring system operations and how to interpret signals and other outputs.**

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**SPECIALIZED EXPERIENCE:**

Must have 9 months of experience, education, or training In law enforcement administration:

- 1) Experience in basic law enforcement procedures and processes.
- 2) Experience reviewing law enforcement reports and maintaining records, files, forms.
- 3) Experience which has provided the applicant with skills in the use of firearms and other protective procedures and methods.

**BRIEF JOB DESCRIPTION:** This position is located in an Air National Guard Wing, Mission Support Group, Security Forces Squadron. The primary purpose of this position is to protect Federal property from hazards such as sabotage, espionage, trespass, theft, fire, and accident or willful damage and destruction. To maintain law and order, preserve the peace, and protect life and civil rights within the jurisdiction of the military installation.

(1) Performs and enforces the full range of security forces duties within the military installation. Apprehends and detains violators of laws, rules, and regulations and turns them over to the Federal or civil police or other law enforcement officers for arrest and/or posting of collateral. Serves at fixed posts or patrols the installation on foot or in vehicles; responds to alarms, irregularities, and unusual or suspicious circumstances. Responds to calls for emergency assistance to include active shooter, suspicious persons, catastrophic events, scenes of crimes/natural disasters and enemy attacks, and makes apprehensions. Incumbent is required to perform specialized techniques, methods, and procedures to execute search and apprehension; counter terrorist operations; or counter violence posing a threat to public safety. As directed, acts as the on-scene commander for significant and catastrophic events. Performs traffic duty to include directing traffic and escorting dignitaries. Incumbent enforces pertinent administrative rules and regulations governing traffic control, parking, building, or other facility access, and breaches in physical security controls (locks, fences, gates, or other barriers). When enforcing rules and regulations established to accomplish the protective missions, security forces personnel control the movement of persons and protect lives and personal property in and around the identified Federal property. The incumbent carries out related duties such as, escorting persons and valuables; driving emergency vehicles; detecting and reporting potential fire and accident hazards; making preliminary checks of violations; and, preparing reports of incidents or security conditions.

(2) Serves as a Security Forces Dispatcher for the installation. Dispatches personnel and equipment to meet emergency situations. Monitors the locations of all posts, alarm systems, closed circuit television systems and telephone/radio networks. As required, coordinates with civilian police, fire, rescue and emergency units for assistance. Uses computerized information systems to direct patrols, record daily blotter information, and retrieve information through the FBI's National Crime Information Center System. Uses knowledge of the Security Forces Management Information Systems (SFMIS) to retrieve information and complete reports on the systems. Receives, records, and secures confiscated items and evidence. Assures witness statements are properly secured. Keeps reports and complaint records. Prepares shift activity reports. Interviews witnesses and suspects to obtain and verify information. Advises suspects of their rights. Receives and records radio, telephone, and personal messages and instructions involving emergencies, complaints, violations, accidents, and requests for information and assistance. Transmits messages and instructions to officers on patrol and dispatch officers to investigate complaints and assist in emergencies. Interprets directives and instructions and answers general inquiries. Maintains records and prepares reports covering activities and events occurring over the course of a shift.

(3) Performs the full range of Base Entry Controller and commercial vehicle inspection duties. Ensures individuals requesting access to the installation have the proper identification credentials before entering. Conducts random vehicle searches at the installation gate. Performs random antiterrorism measures in accordance with applicable instructions. Performs over-watch duties as required by force protection conditions. Responsible for issuing base entry passes (individual and vehicle), and conducts background checks on contractors. Operates vehicle arresting barriers as necessary.

(4) Performs the full range of duties for defending protection level resources (Patrol, Security Response Team (I-SRT & E-SRT)). Defends installation personnel, equipment, and resources from hostile ground attack. Participates in tactical defense postures as a member of a quick reaction force to deny infiltration or attack. Verifies credentials to ensure only authorized personnel, vehicles, and equipment items are permitted in these areas and validates each person's need to access the area. Ensures visitors are informed of applicable security requirements. Operates, monitors, and assesses sensor systems for the area. Responds to all area alarms and makes required notifications. Assesses the origin and cause of intrusion detection system (IDS) alarms in the area and makes required notifications. Implements compensatory measures if all, or part of, the IDS is inoperable and completes documentation required in accordance with IDS operational and maintenance procedures. Detects and eliminates threats to the restricted area; and, detains and apprehends violators. Informs supervisor and central security control/law enforcement desk of any changes or reductions in security safeguards capabilities and physical security aids such as, lights, signs, fencing, barriers, sensors, alarms, and locks. Performs ground defense functions during base contingency operations and exercises. Operates specialized weapons and special purpose equipment such as, night observation devices and portable intrusion detection equipment. Participates in training, exercises, and evaluations to increase proficiency and update skills. Performs other duties as assigned.

**SELECTING OFFICIAL: SMSGT JAMES MULCAHEY      DSN:844-6417**

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