

HUMAN RESOURCES OFFICE  
 MARYLAND NATIONAL GUARD  
 29TH DIVISION STREET  
 BALTIMORE, MARYLAND 21201-2288  
 TELEPHONE: (410) 576-6175 OR DSN: 496-6175

**POSITION VACANCY ANNOUNCEMENT # 17-062**

**OPENING DATE: 8 August 2017 CLOSING DATE: 7 September 2017**

**FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION**

**BRANCH OF SERVICE: ARMY NATIONAL GUARD**

**POSITION TITLE: CLOSED ACCESS CONTROL OPERATOR (25D/25B/25U/35Q/35N) HIGHEST GRADE AUTHORIZED: SSG/E6**

**ORGANIZATION AND LOCATION: 169<sup>th</sup> CYBER PROTECTION TEAM, 8601 ODELL ROAD, LAUREL, MARYLAND 20708**

**SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.**

**WHO MAY APPLY: OPEN NATIONWIDE TO (SPC/E4 – SSG/E6) THAT ARE ON-BOARD AGR ENLISTED SOLDIERS WHO HAVE COMPLETED A MINIMUM OF 18 MONTHS OF THEIR INITIAL TOUR OR TRADITIONAL SOLDIERS.**

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATION:	ON-BOARD AGR QUALIFICATIONS:
<ol style="list-style-type: none"> <li>1. Must be in a Ready Reserve status.</li> <li>2. If an Enlisted Soldier, must be 18 years of age and not have reached his/her 55<sup>th</sup> birthday.</li> <li>3. Must not be under current suspension of favorable personnel actions.</li> <li>4. Must not be entitled to receive Federal military retired or retainer pay.</li> <li>5. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD.</li> <li>6. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB- ARM) prior to placement on tour.</li> <li>7. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date of separation.</li> <li>8. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program.</li> </ol>	<ol style="list-style-type: none"> <li>1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18.</li> <li>2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry.</li> <li>3. Must not be pregnant per AR 40-501 and AR 600-110.</li> <li>4. Must meet the body composition standards prescribed in AR 600-9.</li> <li>5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry.</li> <li>6. Must be able to complete the Military Education requirements commensurate with the military grade.</li> <li>7. Enlisted Soldiers in grades E6 and above must possess the required grade, MOS and skill level required by AGR duty position (except for detailed recruiting positions) per AR 135-18, Table 2-1(F) 2a: SSG and above not MOSQ may apply, (unless job stipulates otherwise), but must take a reduction to SGT and submit a memo with their application stating they are willing to take a grade reduction to SGT.</li> <li>8. Must be eligible for reenlistment or extension per NGB-ARH Policy #09-26.</li> <li>9. Recruiting positions must pass a Position of Significant Trust (POST) screening per ALARACT 188/2014 and HQDA EXORD 193-14.</li> </ol>	<ol style="list-style-type: none"> <li>1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18.</li> <li>2. Must possess MOS of the AGR duty position or become qualified in that AOC within 12 months.</li> <li>3. Failure to qualify in AGR duty position MOS within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 3, NGR 600-5.</li> <li>4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide.</li> <li>5. Recruiting positions must pass a Position of Significant Trust (POST) screening per ALARACT 188/2014 and HQDA EXORD 193-14.</li> <li>6. <b>Soldiers who have not completed a minimum of 18 months of their initial tour may request a waiver of the 18 months stabilization rule <u>through their current Command to be approved by the Chief of Staff (CoS).</u></b></li> <li>7. <b>Stabilization Rule waiver consists of: Letter from Soldier, Endorsements from Chain of Command (CoC), SF 52 w/Executive Summary from Command, and original application packet. A copy of the complete Stabilization Rule waiver along with a copy of the application must reach HRO prior to closing date of the announcement; originals must reach the CoS office prior to the closing date of the announcement.</b></li> <li>8. Soldiers accepting a position as a RRNCO must complete a 36 month stabilization tour prior to accepting or requesting transfer to another AGR position</li> </ol>

<b>PARA</b>	<b>LIN</b>	<b>SEQ#</b>	<b>UIC-PRN</b>
<b>XXX</b>	<b>XX</b>	<b>XXXXX</b>	<b>XXXXXX-XXX</b>

**DESCRIPTION OF DUTIES:** Performs the duties associated with the five Computer Network Defense (CND) specialties (i.e., Infrastructure Support (IS), Analyst (AN), Incident Responder (IR), Auditor (AU) and Manager (MGR)), Information Assurance Technical (IAT) Levels I-III functions, Information Assurance Management (IAM) Levels II-III functions, as required by skill level IAW AR 25-2 and DoD 8570.01-M, and Communications Security (COMSEC) Account Management (CAM) IAW AR 380-40. CND protects against, monitors for, performs analysis of, responds to and detects unauthorized activity in the cyberspace domain, which includes deployment and administration of the CND infrastructure; performs deliberate actions to modify information systems or network configurations in response to CND alert or threat information; collects data gathered from a variety of CND tools to analyze events and warn of attacks that occur within the environment; plans response activities to contain and eradicate cyber incidents within the network environment or enclave; responds by validating incidents, performs incident correlation and trending, conducts network damage assessments, and develops response actions; performs assessments of threats and vulnerabilities within the network environment or enclave and identifies deviations from acceptable configurations, enclave policy, or local policy.

**QUALIFICATIONS REQUIRED:** **MOS 25D/25B/25U/35Q/35N** The selected applicant must be approved for conversion to 25D within 12 months of hire or may be removed from the AGR program. The selected applicant must become work role qualified in their assigned position within 12 months of hire or may be removed from the AGR program. A physical profile of 212221. Normal color vision. Qualifying scores. A minimum score of 105 in aptitude area GT and ST on Armed Services Vocational Aptitude Battery (ASVAB) test. A SSG, MOS immaterial, with at least 4 years of experience in IA and IT. This experience must be verified by the personnel development office. All candidates for this MOS will process a selection packet through their local Retention NCO, who will forward to the personnel development office for conditional acceptance and approval to take the 25D In-Service Screening Test (ISST). All candidates for this MOS will take and pass the 25D ISST for enrollment into the MOS producing course. A SSG ALC graduate with at least 8 years time in service (TIS) but no more than 17 years time in service. SSG waiver may be granted to SGT(P) ALC graduate who meets all other requirements by the Commander, U.S. Army Signal Center of Excellence, ATTN: ATZH-POE, Ft. Gordon, GA 30905-5300. A security clearance of TOP SECRET with SCI is required for the initial award of MOS. Must have or be able to attain a **TS/SCI with CI POLY within 12 months of hire**. Must hold a current certification under either IAT Level II or IAM Level I IAW DoD 8570.01-M. Ability to read, comprehends, and clearly enunciates English. A U.S. citizen. Formal Training (successful completion of 25D Cyber Network Defender Course, conducted under the auspices of the USA Signal School) is mandatory. Waiver may be granted by Commander, U.S. Army Signal Center of Excellence, ATTN: ATZH-POE, Ft Gordon, GA 30905-5300. Meet service remaining requirement per AR 614-200.

#### SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 18 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. As a condition of employment, service members are required to attend mandatory PEC training courses associated with their FTS positions. Failure to complete course(s) at PEC within the first year of employment may be cause for reassignment to other FT positions or termination from employment.
6. Must sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty
7. Must have or have the ability to obtain and maintain a Top Secret Security Clearance.
8. Applicant will receive PCS entitlements if applicable as a result of reassignment to a new permanent duty station (PDS).  
Applicant must relocate to a residence within the local commuting area of the new PDS in order to be eligible for PCS entitlements.

#### APPLICATION PROCEDURES / REQUIRED DOCUMENTS

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**  
**APPLICATIONS WILL NOT BE RETURNED!**

#### **SUBMIT APPLICATION IN ORDER LISTED BELOW**

- NGB Form 34-1, DATED 20131111** completed, signed, dated and annotated job number
- PQR Updated** Personnel Qualification Record
- Current copy of Enlisted Record Brief (**ERB**)/Officer Record Brief (**ORB**)
- MEDPROS Report** of current Periodic Health Assessment (**PHA**) within **12 months** and HIV Test within **24 months**
- DA Form 3349** must be submitted for Soldiers with Permanent Profiles
- ASVAB scores (if not reflecting on ERB, submit REDDs report, or Memorandum with new test scores).**
- Height/Weight Standards- Current** IAW AR 600-9; and provide Tape Test **DA Form 5500 (Males), DA Form 5501 (Females).** (HT/WT is only valid for 6 months)
- APFT DA Form 705**, Current Army Physical Fitness retention standards IAW AR 40-501; **not more than 6 months old AGR members and 12 months for traditional members.**
- NCOERs/OERs THREE latest** and as available for junior Soldier/NCO applicants. (Gaps in rating periods **MUST** be explained in writing.) **Letter of recommendations on individuals not requiring an NCOER/OER.**
- Photograph in ASU/ACU (E5 and below Photo must be within the last 24 months.)**

**DA photo in Class A uniform/ ASU (E6 and above, no more than 5 years old).**

- Unit memo or documentation verifying no Flagging Actions.
- INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)
  - a) **NGB Form 23B** Retirement Points History Statement
  - b) **DD Form 214s.** Provide all **(Long version copies 2, 4, 7, or 8), DD Form 215 or DD Form 220 (if applicable)**
- Completed questionnaire below

**Questionnaire:**

**Y/N**

- Are you currently a Maryland Army National Guard Member? \_\_\_\_\_
- Are you currently AGR? If so, what State? \_\_\_\_\_
- Are you currently a Technician? If so, what State? \_\_\_\_\_
- Are you currently deployed? If so, what location? \_\_\_\_\_
- Are you currently on ADOS? If so, with who? & what is the ending date? \_\_\_\_\_

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**): \_\_\_\_\_, \_\_\_\_\_

Forward application and attachments via **MAIL -or- WALK-IN TUESDAY-FRIDAY 0630-1700:**

**MAIL**

DO NOT STAPLE, OR DOUBLE SIDE PRINT DOCUMENTS.

Forward application and attachments to: **Human Resources Office**  
**ATTN: NGMD-HRO-AGR**  
**Fifth Regiment Armory**  
**29<sup>th</sup> Division Street**  
**Baltimore, MD 21201-2288**

***Applications must be received in the HRO not later than close of business on the closing date!***  
***Applications received after the closing date will not be considered.***