



Alaska Army National Guard
Active Guard Reserve (AGR)
Position Announcement #
AKARNG 16-4



<http://dmva.alaska.gov/employment.htm>

POSITION TITLE: LAN MANAGER	MOS: 25B	OPEN DATE: 23 DECEMBER 2015	CLOSE DATE: 21 JANUARY 2016
UNIT OF ACTIVITY/DUTY LOCATION: HHB, 49th Missile Defense BN, Fort Greely, Alaska			GRADE REQUIREMENT: Minimum: E2 Maximum: E5
SELECTING SUPERVISOR: CSM Coker	PARA/LINE # 105/06	PHYSICAL PROFILE: PULHES – 212221	

AREAS OF CONSIDERATION

- Zone 1** On-Board AKARNG AGRs
 - Zone 2** Alaska Army National Guard Members **(MUST HOLD MOS)**
 - Zone 4** Nationwide- Military Members eligible for membership in the AKARNG **(MUST HOLD MOS)**
- *Applicants must meet Chapter 3 physical standards IAW NGR 40-501 and AR 40-501. Initial eligibility requirements IAW AR 135-18, Table 2-1**

MAJOR DUTIES MAY INCLUDE

- The Information Technology Specialist installs, operates and maintains computer systems and local area networks (LAN)
 - Performs system administration (SA) and maintains computers and servers within the computing environment (CE) and the network environment (NE)
 - Performs network administration (NA); installs, configures and maintains network equipment within the LAN
 - Installs, operates, and maintains commercial off the shelf (COTS) equipment (i.e. routers, switches, desktop and laptop computers)
 - Provides SA to Tactical Battle Command Servers (TBC Server) in the tactical operations center (TOC)
 - Provides SA and direct support for Information Dissemination and Content Staging
 - Performs Information Assurance (IA), provides the security services and attributes of availability, authentication, confidentiality, integrity and non-repudiation; Computer Network Defense (CND) Communications Security (COMSEC) Manager; COMSEC Assistant Manager; COMSEC Clerk; Network Operations (NETOPS) Service Desk Management, which includes incident and problem processing, change request processing, availability management and user interaction
 - Assists in the planning, configuration, management, and monitoring of the wide area network (WAN)
 - Performs senior operator and SA at multiple echelons (Battalion to Army and National levels)
 - Provides advance level CE and NE support for unclassified and classified systems
 - Supervises the installation, operation and maintenance of the LAN and computer systems
 - Trains and assists less experienced Soldiers in the installation, operation and troubleshooting of information and computer systems
 - Configures, improves performance, and test network servers in tactical operations centers
 - Supervises and operates systems in support of Information Dissemination and Content Staging
 - Evaluates potential IA security risks and takes appropriate corrective and recovery actions under the supervision of the IA Staff NCO
- Additional duties as assigned

INITIAL ELIGIBILITY CRITERIA

- SECURITY CLEARANCE - **Secret** (eligible to obtain and maintain T.S.)
 - A physical demands rating of very heavy.
 - A physical profile of 212221.
 - Normal color vision.
 - ASVAB qualifying score for consideration :A minimum score of 100 in aptitude area ST in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.(b) A minimum score of 96 in aptitude area ST on ASVAB tests administered on and after 2 January 2002. (c) A minimum score of 95 in aptitude area ST on ASVAB test administered on and after 1 July 2004.
 - A U.S. citizen
 - **Approval of Exceptional Family Member Program is Required**
- Must be willing to reside in (relocate to) and work in Fort Greely, Alaska for initial 3 year tour**

PREFERED QUALIFICATIONS

- Must have completed Formal training (completion of MOS 25B Course conducted under the auspices of the USA Signal School) mandatory or meet the Army Civilian Acquired Skills Program (ACASP) criteria
- Not required but highly recommended, completion at least two years of accredited college or technical school studies in computer science, information technology or have a combination of two years formal training and work experience in computer networking/operating systems & applications, local area network installation and management, transmission control protocol/internet protocol (TCP/IP), switches and routers

SPECIAL ANNOUNCEMENT CRITERIA

- **Upon selection additional medical verification will be required prior to start of AGR tour**
- Continuation beyond initial 3-years tour will be subject to evaluation based on AGR Sub tour Continuation Board
- CST and GMD assignments only. There is a three year mandatory active service obligations for accepting a position at these locations and it must be completed while on active status.

INSTRUCTIONS FOR APPLICANTS

Must be or be eligible to become a member of the Alaska Army National Guard	Must not be under a current suspension of favorable personnel actions	Must not be a candidate for an elective office, hold a civil office, or are engaged in partisan political activities
Applicants not currently serving on an AGR Tour must be able to serve at least 3 years in the AGR program prior to completing 18 years Active Federal Service (AFS) (any combination of Active Duty, Active Duty Special Work, Annual Training, and/or AGR program for a total of 18 years), or the date of mandatory removal	Individuals who voluntarily resign from the AGR program in lieu of mandatory or involuntary separation action are not eligible to reenter the program without and NGB waiver Applicants who voluntarily separated/resign from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation	If a selectee does not possess the advertised MOS, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee
Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities	Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program without an approved waiver (if applicable)	An applicant's military grade cannot exceed the maximum military authorized grade on the UMR for the AGR position. Acceptance of demotion must be in writing and included in the assignment application package. <u>Application Package will not be forwarded without statement</u>
Must be able to complete at least 10 years of continuous service in an AGR status prior to Mandatory Removal Date		

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to AKNG-Apply@mail.mil. Hard copy applications will **NOT** be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated. **Applications received with an unsigned NGB 34-1 will not be forwarded for consideration.** Complete applications must be received in HRO-AGR office **no later than 1600 of the closing date.** Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for but the **complete application package must include all documents listed below.** *Items are required by the Human Resource Office to determine qualifications.* If the requested documents are not submitted, a letter of explanation must be included. **Incomplete packages will not be considered for the position vacancy.**

Packet must be the following order:

1. NGB Form 34-1 dated Nov 2013 (Application for AGR Position) link: <http://dmva.alaska.gov/employment.htm>
2. Last three Noncommissioned Officer Evaluation Report (NCOER)
3. Certified copy of Officer Record Brief (ORB) / or Enlisted Record Brief (ERB) as appropriate
4. DA photograph in military uniform (taken within the last 24 months, if applicable)
5. Individual Medical Readiness (IMR) Report from MEDPROS with last Physical Health Assessment ((PHA)within 12 months. *It is important that you print the report, not the webpage screen.)
6. Statement of all active service performed. The following documents are acceptable : NGB 23B, AHRC 249-E, DD 220, DD 214 and any accompanying DD215 as applicable.
7. DA Form 705 dated May 2010, current within 6 months if AGR and FTNGD-OS, or within one (1) year if M-day
8. DA Form 5500/5501 (if applicable)
9. Military Bio
10. Signed Statement of Administrative demotion (If applicable)

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into **ONE** single PDF file with **NO** blank pages.

PDF File Name should be: (Position Announcement Number) Last name, First name, Grade (Example: **ARNG 15-15 Doe, Jane E1**)

Email Subject should be: (Position Announcement Number) (Example: **ARNG 16-15**)

Email Application Package to AKNG-Apply@mail.mil

QUESTIONS:

To verify receipt of application, you may call (907)-428-6457 (DSN 317-384-4457), (907) 428-6455 (DSN 317-384-4455)

Federal law prohibits the use of government postage for submission of applications.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board. Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer (HRO) approves the selection package, the HRO office will send a notification letter to all applicants of their selection/non-selection. The selection of an applicant is not final until the individual has been notified by the HRO-AGR. After the selecting supervisor makes a selection, the "routing" of the selection package begins and ends with HRO.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.