

**Nationwide Job Opportunity ANG Active Guard/Reserve AGR Vacancy**

**STATE OF WYOMING MILITARY DEPARTMENT  
Human Resource Office – AGR Branch  
5410 Bishop Boulevard  
CHEYENNE, WYOMING 82009-3320**

1. Announcement is made of the following AGR position. A brief description of duties and responsibilities is included in this announcement.

SPMD/UMR Position Title: **Cyber Systems, Superintendent**  
Announcement No: **17-A346**  
Opening Date: **19 June 2017**  
Closing Date: **14 August 2017**  
Max Grade Authorized: **E-8 (Dependent on ANG Controlled Grade Availability)**  
Min Grade Authorized: **E-7**  
Duty SSI/MOS/AFSC: **3D190**  
Security Clearance: **Top Secret**  
Aptitude Area Scores: **Minimum score of 60 in the ASVAB Electronics area**  
Unit/Duty Location: **153 CACS, Cheyenne, WY**  
Female Asg Elig: **Open**  
Nominating Official: **Lt Col Christopher Howard, 153 CACS Commander**  
Selecting Official: **CMSgt Joshua Moore**  
**Eligibility:** **Open to current WY ANG members and those eligible to become WY ANG members**

2. This position will be filled as soon as possible after closing. The Adjutant General retains exclusive appointment authority of AGR personnel. All selection notifications are conditional until security clearance, medical clearance, HRO Form 100 verification, and approval by HRO-Staffing.

3. The Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, nationality, sex, political affiliation, or any other non-merit factor.

4. Initial AGR tours are probationary. Per WYMD 335 MPP, all WY ANG AGR Initial AGR Tours will be for 48 months. Follow-on tour lengths may be from 1 to 6 years based on the needs of the command. Extension beyond the initial tour is contingent upon command recommendation and final approval by the Adjutant General in an ACB (Active Continuation Board).

5. **INSTRUCTIONS FOR APPLYING:** Applications may be accepted by mail or hand-delivered to the HRO no later than 1630 hours on the announcement closing date. Emailed and facsimile applications will be accepted to accommodate deployed and OCONUS members only. Copies are acceptable. Incomplete and Applications received after 1630 on the closing date will not be considered. Use of government envelopes and/or postage is acceptable for non-deployed/OCONUS personal only. Do not submit applications in file folders, binders, etc. Applications will not be returned. Applications must be legibly completed, **MUST** be signed and dated, and must contain the following documents at a minimum.

**Position: 0107211434**

**FS57-383500**

**AGR Position: 112585**

Submit applications to:	WY-HRO-AGR Points of Contact:
<b>Wyoming Military Department Human Resources Office – AGR Branch 5410 Bishop Boulevard Cheyenne, WY 82009-3320</b>	SGT Lorien Mele (307) 772-5127 TSgt Greg Rotert (307) 772-5261 CW3 Nathan Galloway (307) 772-5220 E-Mail: <a href="mailto:ng.wy.wyarng.list.org-jobs@mail.mil">ng.wy.wyarng.list.org-jobs@mail.mil</a>

\_\_\_\_\_ **Cover letter**

\_\_\_\_\_ **Current Resume**

\_\_\_\_\_ **NGB Form 34-1**, Application for Active Guard/Reserve Position. Provide continuation paper as needed. Pay particular attention to Section IV and the requirement to fully explain “Yes” answers. Must be signed and dated.

\_\_\_\_\_ **Last 3 EPRs/OPRs:** If three EPRs/OPRs are not available, the Airman must include at least one Letter of Recommendation or Performance from the military command.

\_\_\_\_\_ **Current Report of Individual Personnel (RIP):** Obtained from your unit, vMPF, or the Force Support Squadron. Must show ASVAB Test Scores and verification of security clearance level.

\_\_\_\_\_ **Current Point Credit Accounting Report System (PCARS):** Obtained from your unit, vMPF, or the Force Support Squadron. *Active Duty Applicants: Submit the equivalent form of an AF 1613 or Statement of Service.*

\_\_\_\_\_ **Documented Current Fitness Test Results:** Dated within 12 months of the closing date of the vacancy announcement for initial AGR accession.

\_\_\_\_\_ **SF 181**, Ethnicity and Race Identification

\_\_\_\_\_ **Administrative Grade Reduction (if applicable):** Applicant's military grade cannot exceed the maximum military grade authorized for the position. Over-grade applicants must include a written statement of willingness to accept an administrative grade reduction when assigned to the position for which they are applying.

\_\_\_\_\_ **Other requirements that may be stated in the vacancy announcement or determined appropriate by the nominating official.**

## 6. INITIAL ELIGIBILITY REQUIREMENTS

- E-7 applicants must have completed the Senior Noncommissioned Officer Academy prior to applying, per ANGI 36-101, paragraph 4.1.6.3.

- Promotion/Selection to E-8 is dependent on Wyoming ANG State Controlled Grade Availability.

- Individuals must meet Physical Fitness Standards. Air applicants must provide a printed copy of the electronic "Report of Individual Fitness" form dated within 12 months as of the closing date of the announcement, reference AFI 36-2905. Physical Fitness Training and Testing will be ongoing.

- Air National Guard members must meet the physical qualifications outlined in AFI 48-123. Medical exam must be completed within 48 months prior to entry on AGR Tour. HIV test cannot be more than six (6) months old prior to the tour start date.

- Must meet any Special Requirements as specified on Position Description.

- Must possess or be able to obtain appropriate AFSC IAW current regulations within 12 months of assignment.

- Air National Guard members on the Fitness Improvement Program (FIP) are ineligible for entry into the AGR Program. This does not include the probationary period after the loss of weight to satisfy standards. Members must meet the weight requirements at the time they are placed in the AGR program.

- Selected individual must extend/re-enlist for a period equal to or greater than the initial tour end date.

- Wyoming Air National Guard enlisted members currently serving in AGR status may be selected for a vacant position without an awarded 3-level in the advertised/ compatible duty AFSC. An AGR not possessing the ADVERTISED AFSC must agree in writing to retrain and successfully upgrade to the 3-level within 12 months of assignment to the AGR position or be reassigned to a position for which qualified or be removed from AGR status immediately.

- Airman will remain as the sole occupant of a funded vacant AGR position on the UMD for a period of 24 months upon being awarded the duty assigned AFSC.

- Reassignments within the first 24 months require a waiver, through the TAG. (ANGI 36-101, Para 6.6.1.)

- Must not have been previously separated for cause from active duty.

## 7. SPECIAL REQUIREMENTS

- Selected Applicant must possess at least a **SECRET** clearance to apply with the ability to obtain a **TOP SECRET** clearance within one year from date of selection. Failure to obtain and/or maintain a top secret clearance will result in separation as an AGR.

- Selected Applicant will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).

- Acceptance of permanent or indefinite position may cause termination from the Selected Reserve Incentive Program (SRIP).

- Must not be eligible for, or receiving, federal military retired or retainer pay, nor federal service annuities.

- IAW ANGI 36-101, paragraph 2.2.1.2, applicant should be able to complete 20 years of active federal service prior to reaching Mandatory Separation Date. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation date, must complete the Statement of Understanding contained in Attachment 3 of ANGI 36-101. Exceptions may be considered by The Adjutant General on a case-by-case basis for exceptional circumstances.

## 8. POSITION DESCRIPTION

Plans and organizes maintenance activities of RF Transmission personnel. Plans and supervises system installation and evaluates facilities layout and performance standards. Designs and develops organizational structures and determines equipment, training and supplies required for systems implementation and support to include UHF, HF and MILSTAR systems. Executes operational plans to ensure positive control of assigned forces. Evaluates operational readiness of RF communications equipment, network devices, sensors, intrusion detection, and related support equipment.

Directs activities responsible for system analysis and design, programming, operations and maintenance, security, systems management, technical support, and resource management. Implements and interprets policies, directives, and procedures.

Directs RF Transmissions maintenance activities. Directs personnel employed in siting, deploying, inspecting, adjusting, removing, replacing, and repairing RF communications systems and related equipment. Prepares and analyzes reports encompassing siting, deploying, maintaining, installing, repairing, and removing RF communications systems and related equipment. Coordinates activities and resolves common problems. Directs overhaul and repair of RF communications systems and related equipment. Ensures work standards are maintained. Determines extent and economy of repair, including disposition of malfunctioning equipment.

Inspects and evaluates maintenance activities for compliance with directives. Evaluates, rates, and prepares reports on activity effectiveness. Recommends and implements corrective action for improved methods and procedures. Evaluates effectiveness of RF equipment usage, systems performance, customer service, supplies, and system scheduling, processing, and maintenance.

Supervises maintenance functions. Resolves problems with installing, maintaining, repairing, and overhauling RF Transmission systems and equipment. Checks systems and equipment for proper siting, installation, and serviceability. Establishes local maintenance procedures and policies. Performs research and development of new systems and equipment.

Establishes training requirements. Establishes training programs to meet local knowledge and certification requirements.

Plans, programs, and develops budget inputs to ensure resource availability for operational requirements.

Manages plans, implementation, and development functions. Helps functional users define requirements. Supervises functional user requirements translation into automated systems capabilities. Organizes teams that use methodologies to meet mission requirements. Supervises test and evaluation efforts to determine performance. Organizes and participates in mission implementation and conversion. Ensures continued interface between functional users, and programming and operations personnel. Ensures compliance with standards for systems documentation.

Will perform all other duties as assigned.