

# HAWAII AIR NATIONAL GUARD

## ACTIVE GUARD RESERVE JOB VACANCY ANNOUNCEMENT

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**JVA Number:**  
FY 23-028

**Tour Length:**  
Three Year  
Initial AGR Tour

**Application OPEN Date:**  
15 DEC 2022

**Application CLOSE Date**  
15 JAN 2023

**Duty Position:** Emergency Management Journeyman

**Grade Min. / Max.:**  
E4/SrA (PROMOTABLE) – E5/ SSGT

**Duty AFSC:**  
3E971

**Position Number:**  
0082624834

**Duty Location:**  
93rd WMD-Civil Support Team  
91-1227 Enterprise Ave  
Kapolei, HI 96707

**Selecting Official:** LTC Aaron Blanchard

**Point of Contact:** SSgt Christopher Tam

**Comm:** 808-844-6505, 808-561-9249

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### **Who May Apply:**

**1st Area of Consideration:** Open to military members with the rank of E4/SrA (PROMOTABLE) – E5/ SSGT within the Hawaii Air National Guard with the AFSC 3E9X1.

**2nd Area of Consideration:** Open military members with the rank E4/SrA (PROMOTABLE) – E5/ SSGT within the Hawaii National Guard or those who are eligible to become a member of the Hawaii Air National Guard and are eligible to retrain and meet Specialty Qualifications for Emergency Management Journeyman outlined in the AFECD, to obtain 3E9X1 AFSC, with an ASVAB score of 62 in General.

### **Qualifications, Duties and Responsibilities:**

**Classification Directory AFECD & AFOCD - (accessed from a .mil computer)**

This position is with the 93rd Weapons of Mass Destruction-Civil Support Team performing duty with the Hawaii Army National Guard, Kapolei, Hawaii, as an Emergency Management Journeyman. Serves as a Civil Support Team (CST) CBRN NCO. Actively participates in developing and briefing the Survey Section portion of the unit's mission brief before entering an incident site including the review of all known information on the hazard, wind direction and speed, safety precautions, types of tests to be accomplished, and GO/NO-GO criteria. Performs all operational mission METL tasks while wearing the appropriate level of Personal Protective

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Equipment (PPE). Must possess sufficient dexterity skills while operating in PPE and be prepared to operate in confined spaces. Performs routine maintenance on assigned individual and section equipment. Identifies warning placards and NATO contamination markers; reports when/where/how they are used; cross and mark contaminated areas; processes through decontamination lines; employs hand held CBRN detection and identification equipment; obtains chemical/biological samples for scientific analysis; rescues and delivers injured personnel; conducts site survey of assigned area of operation and reports details and findings to higher command. Performs the duties of CBRN Team Chief in the event the CBRN Team Chief is not available. Participates in state of the art detection and sample collection technology training per unit training schedule. Expected to be proficient in CBRN antidote administration, safe patient extraction, and crime scene/evidence preservation techniques; participates in/monitors WMD-CST chain of custody (sample transfer) procedures. Follows the National Institute for Occupational Safety and Health (NIOSH) guide when responding to incidents utilizing the appropriate respiratory protection. Utilizes the established checklist and code words in reporting the detection, identification, and sample collection actions in the hot zone/contaminated area.

**SPECIAL ELIGIBILITY REQUIREMENTS FOR WMD-CST DUTY:** To qualify for selection to WMD-CST positions, the applicant must –

- (1) Complete a physical examination IAW paragraph 9-3 of NGB-J39 before completion of the hiring process. HAZMAT Technician certification requires that each individual on the WMD-CST maintains the minimum medical standards noted throughout their duty assignment.
- (2) Undergo urinalysis drug screen testing upon entry on active duty and periodic testing while assigned to WMD-CST duty.
- (3) Uphold the highest standards of conduct and personal appearance.
- (4) Ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. Commanders must maintain a copy of the written approval for outside employment of AGR members. However, this employment must not impact the unit mission accomplishment or unit readiness.
- (5) Agree to minimum of a 36 month tour on the WMD-CST after completion of CSSC. All WMD-CST members will attend the CSSC, an eight to nine week primer course that should be completed upon selection into the WMD-CST program.
- (6) Must have the ability to obtain and hold a Secret clearance.
- (7) Must have knowledge of the organization and mission of the Air National Guard.

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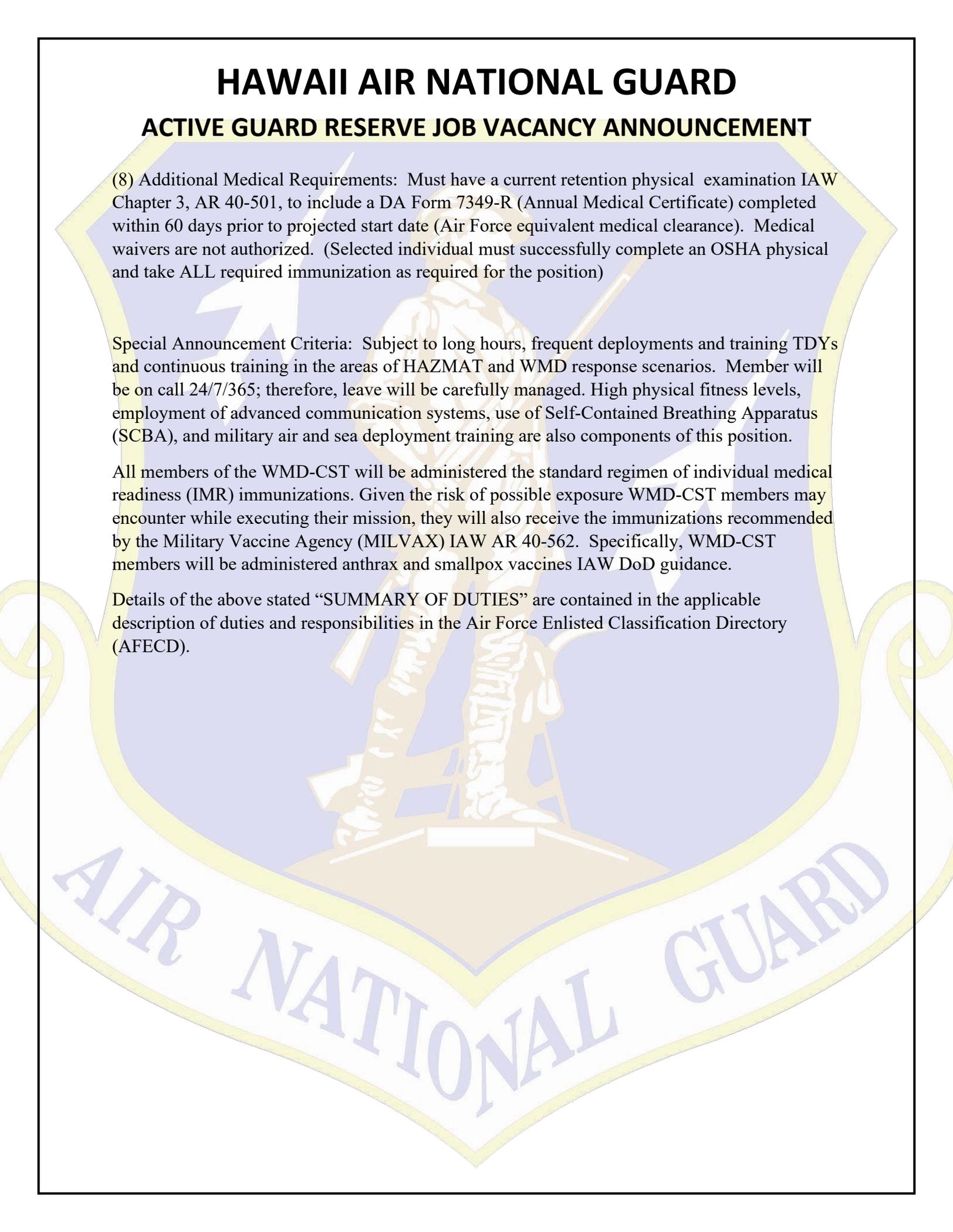
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(8) Additional Medical Requirements: Must have a current retention physical examination IAW Chapter 3, AR 40-501, to include a DA Form 7349-R (Annual Medical Certificate) completed within 60 days prior to projected start date (Air Force equivalent medical clearance). Medical waivers are not authorized. (Selected individual must successfully complete an OSHA physical and take ALL required immunization as required for the position)

Special Announcement Criteria: Subject to long hours, frequent deployments and training TDYs and continuous training in the areas of HAZMAT and WMD response scenarios. Member will be on call 24/7/365; therefore, leave will be carefully managed. High physical fitness levels, employment of advanced communication systems, use of Self-Contained Breathing Apparatus (SCBA), and military air and sea deployment training are also components of this position.

All members of the WMD-CST will be administered the standard regimen of individual medical readiness (IMR) immunizations. Given the risk of possible exposure WMD-CST members may encounter while executing their mission, they will also receive the immunizations recommended by the Military Vaccine Agency (MILVAX) IAW AR 40-562. Specifically, WMD-CST members will be administered anthrax and smallpox vaccines IAW DoD guidance.

Details of the above stated "SUMMARY OF DUTIES" are contained in the applicable description of duties and responsibilities in the Air Force Enlisted Classification Directory (AFECD).



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**FAILURE TO SUBMIT REQUIRED DOCUMENTS WILL RESULT IN THE APPLICATION BEING RETURNED WITHOUT ACTION.**

### REQUIRED DOCUMENTS:

1. **NGB Form 34-1, dated November 2013, Signed, dated and FY23-028 and Emergency Management Journeyman**
  - a. NGB Form 34-1 is required to be fully completed upon submission.
  - b. For *Section IV – Personal Background Questionnaire* of the NGB FORM 34-1: If you answer "YES" to any questions (with the exception of questions 9 & 17) you must annotate in the remarks section or on a separate sheet explaining in detail your "YES" response.
    - a. Link to 34-1: <https://dod.hawaii.gov/hro/files/2022/05/NGB-34-11.pdf>
2. Most current Virtual MPF RIP (Report on Individual Personnel) printout; ensure to select Review/Print all pages of your vMPF RIP
3. Most current fitness assessment (AFFMS/MyFitness) printout
  - a. <https://myfss.us.af.mil/USAFCommunity/s/>
4. JVA Application Prescreening Form required – if you **DO NOT** hold the advertised **Duty AFSC** as your **Primary AFSC** or **Current AFSC**
  - a. Link to form: <https://dod.hawaii.gov/hro/files/2022/05/JVA-Application-Prescreening-Form-20211110v.pdf>
5. Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position, IAW ANGI 36-2502, Paragraph 11.1.2.4.1.1.2. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the AGR program or moved into the position
6. For Federal Technician's please provide SF 50 (not applicable for Drill Status Guardsmen)
7. **Additional Documents REQUIRED:**
  - a. Letter of Recommendation(s) (limited to 3)
  - a. Last three Evaluations (EPR)
8. Additional Documents recommended, but not required:
  - a. Resume
  - b. Last three Appraisals (for Federal Technicians only)
  - c. Community College of the Air Force (CCAF) degree Unofficial College Transcripts

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### **COVID-19 VACCINATION REQUIREMENT:**

As required by Executive Order 14043, Federal employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to be vaccinated against COVID-19 and submit documentation of proof of vaccination before appointment or onboarding with the agency. The agency will provide additional information regarding what information or documentation will be needed.

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### Application submission process:

**For Application submission, all documents are required to be submitted in one PDF File (Consolidated PDF or PDF Portfolio)**

**Please Title Application attachment using Format below:**

**JVA FY-XXX – RANK LAST NAME, FIRST NAME**

Example: JVA 21-001 – SSGT SCOTT, MICHAEL

NOTE: There is a known issue that digital signatures are being removed from the NGB Form 34-1 once combined as one PDF or PDF Portfolio. To avoid this, consolidate all attachments into one PDF, before signing the NGB Form 34-1. Always verify the signature is present before you sent to HRO.

**Applications must be submitted through a DOD government computer**

**Submit Application to:**

**HQHIANG.HROAGRBranch@us.af.mil**

**Inquiries Call: (808) 672-1235**

*If you do not have access to an Air Force Email Account, please send it thru the DoD SAFE – utilizing the following emails: [tristtany.ko.1@us.af.mil](mailto:tristtany.ko.1@us.af.mil)*

*(DoD SAFE link <https://safe.apps.mil/>, accessible on Chrome)*

*Any applications received after 2400hrs of JVA closeout date are returned without action.*

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### Equal Opportunity/ Basic Eligibility Requirements:

- Application screening will be made without regard to race, religion, color, gender, or national origin.
- Applicants are subject, but not required, to a personal interview, before a military board upon notification of time and place. Necessary travel will be at the expense of the individual. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official or POC.
- Selection will be made from those applicants determined best qualified in terms of experience, training and demonstrated performance ability.
- All interested members may apply by submitting a completed NGB Form 34-1 and a recent RIP, which can be obtained from the virtual MPF. Due to manning restrictions, positions will not be filled if funding/resource are not available.
- Pregnant females are eligible to apply for AGR tours. Individuals selected for AGR tours must meet all applicable medical and physical requirements in accordance with DAFMAN 48-123 prior to entering or initiating the tour. If selected, they cannot be appointed and entered on active duty until the pregnancy period has expired or with Commander approval.
- Must meet the Periodic Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. Must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and HIV test must be completed not more than six months prior to the start date of the AGR tour. The State Air Surgeon will review all medical examinations and determine if a member is physically qualified to enter on AGR duty. **Should a medical waiver be required, it will be processed to NGB/SGP with TAG Endorsement through HRO.**
- Grade inversion is detrimental to the military nature of the ANG and is not authorized.
- Must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. Any member in the Fitness Improvement Program (FIP) is ineligible for entry into any type of AGR tour program.
- Should be able to complete 20 years of total active federal military service (TAFMS) prior to reaching mandatory separation - - 28 years commissioned service date for officers (O6 is 30 years); age 60 for enlisted members. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete a Statement of Understanding. The HING, HRO AGR Branch will maintain the completed and signed Statement of Understanding.
- Must not have been separated due to adverse action from Active Duty or a previous Reserve Component AGR tour