Texas Air National Guard
Air Active Guard Reserve (AGR) Vacancy

Announcement Number: **AGR-18-103**

Open Period: **5 December 2017 – 25 December 2017** ***(20 Day Announcement)***

Open Areas of Consideration: **In-State**
This announcement is open to all participating members of the Texas Air National Guard, to include those on Stat Tours.

Appointment Factors/Military Eligibility Requirements: **SMSgt (E8) Only**
Authorization of a controlled grade is required for promotion to SMSgt/E8 and will occur based on the availability of the controlled grade.

Qualification Requirements: **3D1X0 (Trainees Accepted)**

- Knowledge. Knowledge is mandatory of: techniques and procedures of systems analysis and design; project management, communications-computer processing; system operation and maintenance; system and equipment capability, capacity, and logic; personnel and equipment performance measurement; awards programs and manpower and organization; security, administrative contract, training, resource, records, publications, deployment, logistics, and base/unit functional management.
- Training. For award of AFSC 3D190, completion of E6ACW3DX9X 00AA Cyberspace 9-level Course is required.
- Experience. For award of AFSC 3D190, qualification in and possession of AFSC 3D071/72/73/74 or 3D171/72/73/74/77 is mandatory. Also, experience is mandatory in directing functions such as installing, maintaining, operating, repairing, or modifying the various cyberspace systems, software development, cyber security, or resource management as related to the feeder specialties.
- Completion of a current National Agency Check, Local Agency Checks and Credit (NACLC) according to AFI 31-501, Personnel Security Program Management, is mandatory.
- MUST HAVE P[REVIOUS AIR-TO-GROUND BOMBING & GUNNERY RANGE EXPERIENCE IAW AFI 13-212 ANGSUP 1

Position Information

Title: Cyberspace
Grade: SMSgt (E8)
DAFSC: 3D190
Position #: 0070727334 (0148)
Unit/Duty Location: 149 FW, JBSA Lackland, San Antonio, TX
Funding: AGR Funded

Concurrently Advertised: NONE

SUMMARY

Specialty Summary. Manages cyberspace system analysis and design, programming, systems operation and maintenance, resource management and security management. Directs activities for installing, maintaining, repairing, overhauling, deploying, and modifying cyberspace systems and equipment platforms. In addition, manages and directs network operations in garrison and at deployed locations by performing duties to develop, sustain, and enhance network and electromagnetic capabilities to defend national interests from attack. Ensures personnel are trained, equipped, and available to perform the assigned mission. Conducts career field development and mentoring for subordinate cyberspace support personnel. Introduces Airmen to career field path and steers growth to feed into the cyberspace deliberate development program.

Duties & Responsibilities:

- 2.1. Plans and organizes cyberspace support activities. 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. Interacts with customers to promote customer satisfaction. Establishes tactics, techniques, and
procedures. Evaluates operational readiness of 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, plans, implementation, and resource management. Implements and interprets policies, directives, and procedures.
- Establishes training requirements. Establishes training programs to meet local knowledge and certification requirements and to enhance professional awareness of technology.
- Directs maintenance activities. Directs personnel employed in siting, deploying, inspecting, adjusting, removing, replacing, repairing, operating, and defending communications systems and related equipment. Prepares and analyzes reports encompassing siting, deploying, maintaining, installing, repairing, and removing communications systems and related equipment. Coordinates activities and resolves common problems. Directs overhaul and repair of communications systems and related equipment. Establishes local maintenance procedures and policies. 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. Recommends and implements corrective action for improved methods and procedures. Evaluates effectiveness of equipment usage, systems performance, customer service, supplies, system scheduling, processing, and maintenance.
- Plans, programs, and develops budget inputs to ensure resource availability for operational and training requirements.
- Manages plans, implementation and development functions. Helps functional users define requirements. Recommends automated methods to enhance resource use. 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 for implemented systems. Ensures compliance with standards for systems documentation.

AGR CONDITIONS OF EMPLOYMENT

1. AGR applicants should be able to attain 20 years TAFMS in the AGR career program. 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 the Statement of Understanding. The HRO will maintain the completed and signed Statement of Understanding.
2. It is not the intent of the AGR program to bring non-career applicants into the sanctuary zone [18 to 20 years Total Active Federal Military Service (TAFMS)]. Anyone whose order [AD or FTNGD orders (other than training)] places them at 18 years or more TAFMS will require a signed and approved sanctuary waiver IAW AFI 36-2131, Administration of Sanctuary in the Air Reserve Components.
3. To accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position.
4. To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

INSTRUCTIONS FOR APPLYING - Incomplete/expired paperwork will NOT be considered! -

1. **Required: NGB Form 34-1**, ***Application for Active Guard/Reserve (AGR) Position*, *dated 11NOV2013***; *previous versions are obsolete.* Announcement number & position title **must** be annotated on the form. **(i.e. "AGR-18-XX")**
2. **Required: Current Report of Individual Person (RIP), within the last 30 days.** For AF/ANG, you can obtain your Records Review RIP from your FSS/CSS or go to https://w45.afpc.randolph.af.mil/AFPCSecureNet40/CheckPortal.aspx (RIP must show your ASVAB scores and awarded AFSCs). RIPs must be no more than *30* calendar days old.
3. **Required: Current Report of Individual Fitness Assessment, within the last 12 months.** Selectee *must meet the minimum requirements for each fitness component* in addition to an *overall composite of 75 or higher*. ******For members with a documented DLC prohibiting them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
4. **Required: Military biography** IAW AFH 33-337
5. **Required: Personal letter of intent** IAW AFH 33-337, outlining career goals and objectives
6. **Required**: **A Commander endorsement memorandum**, see APPENDIX
7. **Required: the last two EPRs *(disqualification will not occur if applicant does not have two in their record)***
8. **Optional:** DD214s, Resume, letters of recommendation
9. **Optional:** Current Preventative Health Assessment (PHA)/physical qualification status:
    - Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, *Medical Examination and Standards*. They 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 an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status.
    - Individuals on a DD Form 469, *Duty Limiting Condition Report* at the time of AGR physical package evaluation will not be deemed medically qualified. Individuals may apply for AGR tours as long as meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour. An initial AGR order will not be published prior to ensuring the selected applicant is off any duty limitations before starting their AGR tour."Pass" rating is required.

SUBMISSION OF APPLICATION

Applications must arrive at the HRO Applications Inbox at the following e-mail address: ***ng.tx.txarng.list.hro-agr-air@mail.mil*** no later than **2359 Central Time** on the closeout date of the job announcement. Applications must be complete upon initial submission in one single PDF package, with the proper naming convention of Last Name- Announcement number **(i.e. Last Name-AGR-18-XX).** Applications submitted in pieces and/or without the announcement number and position title on the NGB 34-1 will not be accepted and will be automatically disqualified. **Encrypt emails for your protection. For unencrypted emails, redact Personal Identifiable Information (PII)*; such as SSN, DOB, home/mailing address, height, weight, Body Mass Index, marital status, number of dependents, religious preference*.** Copies of official transcripts will be accepted (if required per the announcement). If selected for the job announcement, official transcripts will be required at a later date.

Incomplete packages, packages not meeting mandatory criteria, or packages received after the close out date, as indicated on the job announcement, will **NOT** be considered.

Applications will be reviewed after the close out date. Disqualification notifications will be emailed to applicable applicants NLT 10 days after the announcement close out date. If you need to update a previously submitted package, and it is before the closeout date, you must send a new complete package with the updated information. Sending only the updates will disqualify your package, as incomplete packages are not accepted. It will need to be named, in the subject line, as Update Last Name-Announcement number in the following format **(i.e. "Update Last Name-AGR-18-XX")**

REMARKS

All notifications of selection are conditional until verification of security clearance, medical clearance, and HRO approval.

The Texas National Guard is an Equal Opportunity Employer.

APPENDIX:

APPLICABLE LETTERHEAD

MEMORANDUM FOR TX ANG HRO Date

FROM: Member's Name
Members Address
City, State Zip

SUBJECT: Job Number, Member's Name

1. I acknowledge *(Member's Name)* decision to apply for AGR Job Number (AGR): *YR-XX*, Duty Title: *Job Title*, Duty Location: *Location Name.* I agree to release this member if the member is selected for this AGR position in the Texas Air National Guard.

2. This member is within Air Force Fitness Standards as outlined in AFI 36-2905. This member is not delinquent and has not misused their government travel card. This member is not currently pending any adverse actions.

3. Please direct questions regarding this matter to Member's Name or First Sergeant at DSN XXX-XXXX or email address.

COMMANDER'S NAME, Rank, TXANG
Commander