

**VIRGIN ISLANDS ARMY NATIONAL GUARD
FULL-TIME NATIONAL GUARD DUTY OPERATIONAL SUPPORT (FTNGDOS) VACANCY
JOB ANNOUNCEMENT #: 015-16**

FOR AIR NATIONAL GUARD PERSONNEL

OPENING DATE: 27 October 2016

CLOSING DATE: 27 November 2016

The following FULL-TIME MILITARY ADOS vacancy in the Virgin Islands National Guard is announced. This position is advertised to all current members of the Virgin Islands Air National Guard. This vacancy will be filled under the provisions of 32 U.S.C. Section 502(f) pursuant to the authority of 32 U.S.C. 112. This is a ONE (1) YEAR ACTIVE DUTY TOUR subject to the availability of funds and with the possibility of renewal at the end of the initial year.

MILITARY ASSIGNMENT/DUTY LOCATION

Counterdrug Criminal Analyst (2 positions)
Virgin Islands Counterdrug Joint Task Force
St. Croix, VI 00850

SALARY

Full military pay,
depending on rank and
longevity of service

(1) **MILITARY GRADE**: AB (E-1) – CMSGT (E-9)

DUTY AFSC: Any

THIS ASSIGNMENT, IF SELECTED, DOES NOT CONSTITUTE ENTRY INTO THE TITLE 32 AGR PROGRAM, NOR WILL YOU BE CATEGORIZED AS AN ON BOARD AGR.

JOB DESCRIPTION:

Provide Law Enforcement Agencies (LEA) with intelligence analysis support. Duties may include, but are not limited to the development of graphs, charts, and maps; compilation, review, and input of raw data; preparation of analytical products necessary for narcotics investigations and prosecutions; performance of necessary case research; utilization of analyst specific software and hardware systems; and preparation of statistical information. Prepare written reports and visual presentations, summarizing significant activity for distribution to LEA and Counter Drug Task Force (CDJTF) leadership. Other duties and responsibilities may be assigned. This position may require TDY for participation in and or attendance to job related training and conferences or workshops.

PERSONNEL ELIGIBLE FOR CONSIDERATION:

This position is open to members of the Virgin Islands Air National Guard. Applications will be screened against the criteria stated in NGR 500-2/ ANGI 10-801, National Guard Counterdrug Support and NGB-ARH Policy Memo #16-020, Guidance for Title 32 (T32) Full-Time National Guard Duty Counter-Drug (FTNGD-CD) Program. Applicants must meet requirements as of the closing date of the announcement.

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EVALUATION/SELECTION CRITERIA: Each applicant's record will be reviewed by the HRO for administrative correctness, and to affirm overall eligibility requirements. Those personnel found eligible will be referred to an ADOS Selection Board which will determine the best-qualified applicants for the position. All applicants will be required to appear before the Selection Board for an interview. AGR Office will contact applicants to schedule the interview.

- a. Must not be under a suspension of favorable personnel actions.
- b. Must have completed BMT (Basic Military Training).
- c. Must have at least a 6 month remaining service obligation.
- d. Must have minimum of a Secret Clearance, or higher.
- e. Service Members must not have more than 17 years of Active Duty service in any branch in order to apply.
- f. Must maintain appropriate level of physical readiness and pass the appropriate physical fitness test IAW service regulations.
- g. Selectees who have filed for or are receiving Veterans Affairs (VA) disability benefits must annually file VA FORM 21-8951-2, "Notice of Waiver of VA Compensation or Pension to Receive Military Pay and Allowances" with the Department of Veteran's Affairs as it is unlawful to receive active duty pay concurrently with VA disability compensation or pension benefits
- h. Applicants must submit a Stamped Certified True Copy of AF 600 Physical Examination, not older than 12 months prior to the start of the tour from the member's medical Squadron.
- i. Applicants must submit a Stamped Certified True Copy of AF 507 Health History Questions/Interval History, not older than 12 months prior to the start of the tour from the member's medical Squadron.
- j. Applicants must submit a Stamped Certified True Copy of AF 422a, not older than 12 months prior to the start of the tour from the member's medical Squadron.
- k. Applicants must submit a Stamped Certified True Copy of HIV Test, not older than six (6) months prior to the tour start date, from the member's medical Squadron.
- l. Applicants must submit a Stamped Certified True Copy of DD Form 2766 and 2766c, not older than 12 months, prior to the tour start date from the member's medical Squadron.

PLACEMENT FACTORS:

- a. Professional, dedicated, impartial, and competent Airmen.
- b. Must be self-motivated and able to operate professionally with little or no supervision.
- c. Must be able to qualify for a Government Travel Card.
- d. Must have a valid driver's license.
- e. Must have excellent written and oral communication skills.
- f. Must have excellent computer skills.
- g. Must be able to maintain confidentiality of analytical support.
- h. Experience in military police and/or intelligence is highly desirable.
- i. Must be able to multi-task and handle many projects at once.
- j. Experience with Federal, State, and local databases is desirable.

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UNIQUE REQUIREMENTS FOR COUNTER DRUG AND CONDITIONS OF ACCEPTING THE POSITION:

- a. Drug testing (urinalysis) prior to entry on active duty, and periodic testing while on active duty. These requirements are in addition to testing by unit of assignment during IDT under the ANG Drug Abuse Testing Program. (Illicit drug use within the last 5 years will disqualify eligibility of service member)
- b. You may be subject to criminal records check and/or security screenings, to include polygraphs and interviews by LEA of applicants serving in LEA office or in positions where they are privy to operations information of LEA. Applicants are informed that such inquiries are likely to be completed after entry on duty and that rejection by LEAs could result in their removal from the Counterdrug Program.
- c. Weapons and Law Enforcement Commissions: Law Enforcement personnel must be entered into a Leave of Absence in order to be employed with CDJTF. CDJTF members may not perform any law enforcement duties or represent themselves as law enforcement officers or agents. CDJTF members may not carry weapons in the performance of CDJTF duties.
- d. You may be required to sign Statements of Understanding regarding Standards of Conduct and Rank Ceilings.

APPLICATION WILL CONSIST OF THE FOLLOWING:

- a. Counter Drug Task Force Application.
- b. Unit Commander's Recommendation.
- c. DA Form 1058-R, Jul 2010 (FTNGDOS Application) Signed and Completed.
- d. DA Form 1058-R, this form is required for all ARNG waiver requests.
- e. A full Official Military Photo in Service Uniform (Class A) taken within the last 12 months.
- f. Submit a copy of your employment history using OF612 or resume; include names of supervisors, phone numbers, email address, dates you have held each job/position, and duty description.
- g. Submit a copy of DD214 and/or NGB 22 (if applicable). DD Form 214/215 all copies ever received and any other official documentation to verify all Active/Reserve/National Guard service.
- h. Submit a copy of AF Form 522, Point Summary from VMPF at <https://w45.afpc.randolph.af.mil/AFPCSecureNet40/PKI/MainMenu1.aspx>
- i. Copies of Last 3 Performance Reports (if applicable). If applicant has no EPRs, at a minimum submit at least one(1) Letter of Performance from your current Military Chain of Command.
- j. Include a copy of most current Record Review RIP. This may be obtained from your Personnel Record at your unit, or go to VMPF at <https://w45.afpc.randolph.af.mil/AFPCSecureNet40/PKI/MainMenu1.aspx>
- k. Applicants must submit any pertinent civilian and/or military training completed (include copies of all certificates).
- l. Applicants must submit a current copy of their Air Force Fitness Test score, not older than 12 months showing a score of 75 or higher IAW AFI 36-2905.

- m. Memorandum for record signed by Unit Commander (Only), stating Service member is in good standing and is not currently flagged.
- n. Statement of Security Verification (JPAS) from the Security Manager (contact SMSgt Renee Samuel at 340-778-1280
- o. Current Certified Statement of Height and Weight from unit commander or authorized representative. Height and weight must be conducted within 30 days of announcement opening date.
- p. Applicants are required to provide a police report with their packet. A background check will be completed on all applicants.

INSTRUCTIONS FOR SUBMITTING APPLICATION:

Incomplete or late application packets will not be forwarded to the ADOS Selection Board. Application packets become the property of the VING and will not be returned.

Application packets may be:

- a. **Hand-carried** to the AGR office and delivered no later than 1700 hrs on the closing date.
- b. **E-mailed** in PDF format as no more than 2 attachments. Any other document format (ie TIFF, JPG, DOC, XFDL, etc) will not be processed. If you are unable to meet this requirement, submit in accordance with a. above. Emailed applications must be received prior to 2400 hrs EST on the closing date. Send to delisha.l.burke.mil@mail.mil

CONDITIONS OF ACCEPTING THE POSITION:

- a. Must be able to maintain IDT/AT requirements as deemed necessary by current traditional Chain of Command.
- b. *Females* must have a current negative pregnancy test. Pregnancy testing is required within 15 days of the start of orders.

EQUAL OPPORTUNITY: The Virgin Islands National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.



LINDA A. CILLS
COL, GS
Acting HRO