

**ILLINOIS AIR NATIONAL GUARD  
ACTIVE GUARD RESERVE (AGR)  
VACANCY ANNOUNCEMENT  
NATIONWIDE**

<b>HUMAN RESOURCES OFFICE ILLINOIS NATIONAL GUARD 1301 N. MACARTHUR BLVD. SPRINGFIELD, IL 62702-2317</b>	<b>POSITION TITLE:</b> Cyber Systems Operations	<b>ANNOUNCEMENT NUMBER:</b> 21A-036	
<b>UNIT OF ACTIVITY &amp; LOCATION:</b> 183 WG Springfield, IL		<b>OPENING DATE:</b> 14 Apr 2021	<b>CLOSING DATE:</b> 13 May 2021
<b>MAXIMUM UMD GRADE:</b> TSgt/E-6	<b>REQUIRED AFSC(s):</b> 3D072	<b>APTITUDE REQUIREMENTS:</b>	<b>M: A: G: 64 E: P:1 U:1 L:1 H:1 E:2 S:1</b>
<b>SELECTING OFFICIAL:</b> Lt Col Daniel Fales		<b>COMM:</b> 217-757-1838	
<b>AREA OF CONSIDERATION:</b> Military members eligible for a Title 32 AGR tour with the 183 WG.		<b>NOTE:</b> 1. Position Announcement Number and Position Title must be included on application.	

**Conditions of Employment:**

- 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.**
- Air Force Fitness Standards. AGR Airmen are subject to the provisions of ANGI 10-248, Air National Guard (ANG) Fitness Program until superseded by AFI 36-2905, Fitness Program. Airmen 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. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
- 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 contained in ANGI 36-101 Attachment 3.
- Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.
- Individuals must **NOT** be eligible for, or receiving, an immediate Federal (military or civilian) annuity.
- Member must meet all eligibility criteria in ANGI 36-101, Air National Guard Active Guard Reserve (AGR) Program.
- Member must hold the required AFSC or be eligible for retraining to the required AFSC and meet all eligibility criteria in the AFECD/AFOCD.
- Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade IAW ANGI 36-2503, Administrative Demotion of Airmen, when assigned to position. **Acceptance of demotion must be in writing and included in the application package.**
- Applicants for SMSgt/E-8 positions, must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW para 2.23.1 of ANGI 36-2101.

## **Additional Information:**

- AGR members will participate with their unit of assignment during Unit Training Assemblies (UTAs).
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB/AFOQT qualifying score. Scores are reflected on your personnel RIP. If your ASVAB/AFOQT scores do not meet the minimum required, contact your servicing FSS. You have the option to retake the test, however; you must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

## **DUTIES & RESPONSIBILITIES:**

Defends, protects, and secures mission networking environments and devices. Provides networked application resources by designing, configuring, installing, and managing data services, operating system, and server applications. Provides directory services utilizing dynamically-assigned internet protocol (IP) addresses, domain name server (DNS), network storage devices, and electronic messaging resources. Manages secure authentication methods utilizing public key infrastructure (PKI) technologies and procedures. Standardizes user privileges and system settings using automated deployment tools such as Group Policy Management Console (GMPC) and System Management Server (SMS). Manage accounts, network rights, and access to systems and equipment according to standards, business rules, and needs. Implements server and special mission system security fixes, operating system patches, and antivirus software. Develops, tests, and implements local restoral and contingency operations plans. Processes and reviews C4 systems requirement documentation, telecommunication service requests, status of acquisition messages, and telecommunication service orders. Performs strategic and budget planning for networks. [DCWF Code - 441, 451] Performs user accounts management and standardizes systems settings using automated deployment tools. Manages physical, virtual, and cloud-based server/client hardware. Performs system-wide backups and data recovery. Ensures continuing systems operability by providing ongoing optimization and problem solving support. [DCWF Code - 441, 451] Performs system resource management, to include load and capacity planning and balance. Creates, administers, and audits system accounts. Performs system-wide backups and data recovery. Ensures continuing systems operability by providing ongoing optimization and problem solving support. Applies computer security policies to safeguard systems and information. Categorizes, isolates, and resolves system problems. Performs fault recovery by validating, isolating, correcting faults, and verifying service restoral with customers. Processes, documents, and coordinates resolution of trouble calls from lower support echelons. Processes scheduled and authorized outages. Submits outage reports in response to unscheduled outages. [DCWF Code - 441, 451] Utilizes enterprise patching tools to implement security updates and patches to include: Information Assurance Vulnerability Assessments, C4 Notice to Airman, Time Compliance Network Orders, Time Compliance Technical Order, operating system patches, and antivirus software updates. Implements and enforces national, DoD, and Air Force security policies and directives. Performs proactive security functions to deter, detect, isolate, contain, and recover from information system and network security intrusions. Performs system sanitation resulting from classified message incidents and classified file incidents. [DCWF Code - 441, 451, 461] Supports information warfare operations within strictly controlled parameters and provides real-time intrusion detection and firewall protection for all networked resources. Researches latest system threats to develop and test tactics, techniques, and procedures (TTPs) for defensive information operations. Employs TTPs on Air Force and DoD computer networks to defend against hostile information operations. Analyzes risks and/or vulnerabilities and takes corrective action to mitigate or remove them. [DCWF Code - 511, 521, 541] Reviews and implements C4 systems requirements. Performs strategic and budget planning for systems hardware and software. Coordinates and implements system service level agreements and memoranda of understanding with user agencies. As part of the Cyberspace Support career field family, performs IT project management duties to include; manage, supervise, and perform planning and implementation activities. Manages implementation and project installation and ensures architecture, configuration, and integration conformity. Develops, plans, and integrates base communications systems. Serves as advisor at meetings for facility design, military construction programs and minor construction planning. Evaluates base comprehensive plan and civil engineering projects. Monitors the status of cyber or communications-related base civil engineer work requests. Performs mission review with customers. Controls, manages, and monitors project milestones and funding from inception to completion. Determines adequacy and correctness of project packages and amendments. Monitors project status and completion actions. Manages and maintains system installation records, files, and indexes. Evaluates contracts, wartime, support, contingency and exercise plans to determine impact on manpower, equipment, and systems. [DCWF Code - 802] As part of the Cyberspace Support career field family, conducts defensive cyber operations (DCO) and associated support activities to defend DoD and other friendly cyberspace. DCO includes passive and active cyberspace defense operations to preserve the ability to utilize friendly cyberspace capabilities and protect data, networks, net-centric capabilities and other designated systems as well as passive defense measures intended to maintain and operate the DODIN and other networks such as configuration control, patching and firewall operations. Support activities includes but not limited to maintenance of cyber weapons systems, functional mission analysis, mission mapping, tool development, stan-eval, mission planning and data analysis. [DCWF Code - 511, 521, 531, 541] Performs risk management framework security determinations of fixed, deployed, and mobile information systems (IS) and telecommunications resources to monitor, evaluate, and maintain systems, policy, and procedures to protect clients, networks, data/voice systems, and databases from unauthorized activity. Identifies potential threats, administers, and manages resolution of Communications Security (COMSEC) incidents. [DCWF Code - 461, 722] Develops and writes new or modifies existing specialized utility programs (scripts) following software assurance best practices. Tests specialized utility programs (scripts) to ensure they meet intended performance targets. Deploys specialized utility programs (scripts) to automate the deployment of software packages or simplify the collection of systems/software data. [DCWF Code - 621]

## APPLICATION INSTRUCTIONS

### **APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT**

**\*\*\*\*\*INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED\*\*\*\*\***

1. **NGB 34-1:** Must type or print in legible dark ink, must include announcement number and position title on each application, must sign and date each application. Failure to sign and date these forms will result in non-consideration (new application and dated signature required for each new application).
2. **Complete Copy of Report of Individual Personnel (RIP) within last 30 days.** RIP can be obtained from the servicing Force Support Squadron (FSS). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (VMPF). Select 'Record Review', and then 'Print/View All Pages'. **Documents must show your ASVAB scores (enlisted personnel only).**
3. **AF Form 422, IMR Printout, DD Form 2992**
  - AF Form 422, Physical Profile Serial Report (CURRENT within 12 months), must include PULHES (this is not your PHAQ).
  - IMR Printout (This can be found via the AF Portal, "My IMR/ASIMS – Medical Readiness" – screenshot the initial IMR page with current overall statuses)
  - DD Form 2992 Flight Physical (Only required if AGR position is requiring individual to be on fly status)
4. **Report of Individual Fitness from the Air Force Fitness Management System (AFFMS) with a minimum passing score of 75 within the last 12 months (prior to the closing date of this announcement) \*Must have been pulled from AFFMS within last 30 days. (I AM FIT is not acceptable documentation.)**
5. **JPAS Memo required to verify current Security Clearance or that there is a reinvestigation initiated (Signed within last 30 days).**
6. Background Survey Questionnaire 79-2 OMB **FORM 1386** (OPTIONAL)
7. If you are enlisted and applying for a position that would make you an over-grade then you must submit a letter of willingness to accept a voluntary demotion.
8. If you are a member of another branch of the military applying to a Nationwide announcement, you must submit the equivalent documents for medical (PUHLES), ASVAB scores that show conversion to Air Force requirements, PME completion & document showing TAFMS.
9. Optional extra documents – you may submit any other documents that you wish such as resume, EPRs, letters of recommendation, etc.

**SECURITY CLEARANCE:** Must possess a valid security clearance required for the grade, AFSC and AGR duty position.

**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.

**WHERE TO SEND APPLICATIONS:** E-mail all documents as **ONE CONTINUOUS PDF (no portfolios)** - and labeled as "Announcement #, Last Name, First Name" to: [jennifer.e.burrell2.mil@mail.mil](mailto:jennifer.e.burrell2.mil@mail.mil) and [jakob.c.little.mil@mail.mil](mailto:jakob.c.little.mil@mail.mil) - if you do not receive a confirmation e-mail that your package is received then call to confirm. Please note that failure to send the package as one continuous PDF document will automatically disqualify your package – portfolios will not be accepted.

Applications must be received by 1630 CST on the closing date of this announcement. Incomplete or late packets will not be considered. Questions concerning the contents of this notice may be directed to the Human Resource Office, telephone CML: (217) 761-3692, DSN: 555-3692 or (217) 761-3707, DSN 555-3707 Illinois National Guard vacancies can be viewed at <http://www.il.ngb.army.mil> Click for All Job Openings.

[For questions about the contents of your application please contact the 183 WG Remote Designee at 217-757-1227](tel:217-757-1227)

### How to submit a package as one continuous PDF and not lose signatures...

1. For any digitally signed documents – before adding these into your PDF go to file and choose Print to PDF.
2. For documents that are locked go to file and choose Microsoft Print to PDF.
3. Save your document and then add into your continuous PDF, this will maintain the signature.
4. How do you add them all in? In your starting PDF document go to "Organize Pages" and insert other saved documents from files.
5. File too big to send in e-mail? In your PDF go to file – save as other, save as reduced size PDF.