

NATIONWIDE – **AMENDED 21 Nov 2016**

**OHIO AIR NATIONAL GUARD**

**\*\* ACTIVE GUARD RESERVE FULL TIME JOB ANNOUNCEMENT \*\***

Application Opening Date:  
**14 NOVEMBER 2016**

Application Closing Date:  
**13 DECEMBER 2016**

Position Number:  
**16-538-A**

Duty Position:  
**CST COMMUNICATIONS  
TEAM CHIEF**

Grade Min/Max:  
**SSGT (P) / MSGT**

Duty AFSC:  
**3DXXX**

Duty Location: 52 Civil Support Team (WMD)  
8202 South Access Road  
Columbus, Ohio 43217

Selecting Official: LTC Jeff Watkins, Commander 52d CST

Point of Contact: MSgt Shane Gaines

COMM: 614-492-4626

DSN: 696-4626

Who May Apply: **Open to current military members of the Ohio Air National Guard AND  
Nationwide to current military members eligible to join the Ohio Air National Guard**

Qualifications: IAW Air Force Enlisted Classification Directory (AFECD)

Additional Qualifications:

1. Must live no further than 1 hour from unit if hired. Must be able to maintain an on call 24/7 response capability other than when on leave or TDY.
2. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 82 or higher. (per CST regulation)
3. Must not be under current suspension of unfavorable personnel actions.
4. Must pass an OSHA Occupational Health Physical immediately after hiring. Failure to pass the OSHA physical is grounds for termination of Title 32 AGR tour.
5. Must meet the criteria of applicable regulations to obtain AFSC.
6. Must be able to complete a minimum of a 3 year initial tour after attending the Civil Support Skills Course
7. Initial Entry Qualifications: Must meet entry requirements of ANGI 36-101
8. Must have or be able to obtain a Top Security Clearance
9. Must have or be able to obtain a favorable National Agency Check with local agency and credit checks (NACLIC) and an Ohio National Guard Computer Network User Account.
10. Must be available to attend a variety of challenging, job specific training courses and schools varying in length and location.

Brief Summary of Duties and Responsibilities:

- a. Prepares WMD-CST digital information systems for deployment
- b. Sets up the communications and digital network required by the WMD-CST Operations Officer
- c. As required, conducts liaison with Incident Commander Engineers or the local electrical company to provide power to the WMD CST information systems
- d. Ensures there is uninterrupted communications/data exchange for all deployed members of the WMD-CST element
- e. Operates WMD-CST information management and reach-back systems within the command post
- f. Serves as a WMD-CST point of contact for digital information and communication equipment
- g. Manages WMD-CST computer hardware/software issues and the dissemination of classified information over a digital network
- h. Ensures needed communication supplies and equipment are available
- i. Integrates new software programs that perform modeling/simulations into the WMD-CST information management network
- j. Acts as communications Frequency Manager for the WMD-CST
- k. When required, establishes and maintains a digital information exchange between the Incident Commander and the WMD-CST command Post.

**REQUIRED DOCUMENTS:**

1. **NGB Form 34-1, dated November 2013, Signed, dated and annotated with job number and title.**  
**\*YOU MUST USE THE FOLLOWING LINK TO OBTAIN THE CORRECT VERSION OF NGB FORM 34-1:**  
<http://www.ngbpd.c.ngb.army.mil/forms/Adobe/ngbf34-1.pdf>  
 \*ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE of the NGB FORM 34-1. Any "YES" answers to the questions (except 9 & 10) require a separate sheet fully explaining the "YES" response. A current passing Fit Test will suffice for a "YES" response to question 17. FAILURE to provide this documentation will result in the application being returned without action.
2. Complete Report on Individual Personnel (RIP) printout from virtual MPF
3. Resume
4. Most recent copy of current passing fitness assessment. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of **82 or higher** (*required by CST regulation*)
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 36-2503, Paragraph 3.8. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the AGR program or moved into the position.

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

**Forward application and attachments to:**

**The Adjutant General's Department  
 ATTN: AGOH-HRO-AGR/Staffing  
 2825 West Dublin Granville Road  
 Columbus, OH 43235-2789**

**Applications may emailed to  
[NG.OH.OHARNG.MBX.J1-HRO-APPS@MAIL.MIL](mailto:NG.OH.OHARNG.MBX.J1-HRO-APPS@MAIL.MIL)**

Inquiries Call: (614) 336-7051 or (614)-336-7390

***Applications received after  
 16:30 of close date are returned without action.***

**NOTE:** Due to software constraints, we only accept applications in the following formats by email: MS Word (.docx) or other MS Office products (Outlook file, Excel, PowerPoint) Adobe File (.pdf) Rich Text File (.rtf) Text File (.txt) Tagged Image File

Format (.tif or .tiff) Graphics Interchange Format (.gif) Joint Photographic Expert Group Image (.jpg or .jpeg) and PureEdge Forms (.XFDL).

**Equal Opportunity:**

- 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.
- Selection will be made from those applicants determined best qualified in terms of experience, training and demonstrated performance ability.
- Due to manning restrictions, positions may not be filled if funding and/or resource should become unavailable.
- 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 AFI 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.