

M-DAY Lateral notice #21-001

Closing Date: 13 November 2020

Applications are now being accepted for the following enlisted position. Questions concerning contents of this notice may be directed to CPT Rebecca Linder, JFHQ-SD at 605-737-6224.

Duty Location: Rapid City, SD

Unit Designation: JFHQ-SD, G6

Military Grade: SGT/E-5

Duty Position: INFO TECH SPEC

Duty MOS: 25B20

Para/Line: 235/07

General Eligibility Requirements: All interested SPC/E-4 and SGT/E-5 Soldiers within the SDARNG. Those not 25B qualified will have 1 year to attain a reservation in a 25B MOS producing school. Soldier must have a current record go on APFT and meet height and weight standards for consideration.

Duty Requirements:

a. *Major duties.* The information technology specialist supervise, install, operate and performs unit level maintenance on multi-functional/multi-user information processing systems, peripheral equipment, associated devices in mobile and fixed facilities. Perform analyst and information assurance functions and conducts data system studies and prepare documentation and specifications for proposals. Perform Information Services Support Office (ISSO) duties of printing, publications, records management and Communication Security (COMSEC) custodian functions and certification authority duties in support of the Defense Message System (DMS). Operate and perform preventive maintenance checks and services (PMCS) on assigned vehicles and power generators.

b. *Physical demands rating and qualifications for initial award of MOS.* Info Systems Techs must possess the following qualifications:

- (1) A physical demands rating of very heavy.
- (2) A physical profile of 212221.
- (3) Normal color vision.
- (4) Qualifying scores.
  - (a) A minimum score of 100 in aptitude area ST in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
  - (b) A minimum score of 96 in aptitude area ST on ASVAB tests administered on and after 2 January 2002.
  - (c) A minimum score of 95 in aptitude area ST on ASVAB test administered on and after 1 July 2004.
- (5) A security eligibility of SECRET is required for the initial award and to maintain as of August 10<sup>th</sup> 2008.
- (6) A U.S. citizen.
- (7) Be qualified for the Personnel Security and Surety Program (PSSP) per AR 380-19.
- (8) Formal training (completion of MOS 25B Course (conducted under the auspices of the USA Signal School) mandatory or meet the ACASP criteria per paragraph 9-5b (5) (b) of this pamphlet and in paragraph (a) and (b) below. Waiver may be granted by Commandant, U.S. Army Signal School, ATTN: ATZH-POE, Ft Gordon, GA 30905-5300.
  - (a) Be eligible for SECRET security access under provisions of AR 380-67.
  - (b) Must have completed at least 2 years of accredited college or technical school studies in computer science, information systems or have a combination of 2 years formal training and

work experience in data communications, UNIX operation systems, local area network installation and management, telecommunications protocol/internet protocol (TCP/IP) and routers. The applicant also must have documented training on the Defense Message System, Tactical Message System, Tactical Internet Management and the Division Tactical Operations Center.

Special Information: This announcement does not constitute a commitment to fill the position

Application and Selection Procedures:

a. Interested members may apply by submitting, the following:

- (1) Copy of ERB
- (2) Copy of last three (3) NCOERs (if applicable)
- (3) Complete biographical information (Resume)
- (4) Current Copy of DA 705 (APFT Score card)
- (5) Verification of current weigh in (DTMS Print out and DA Form 5500/5501 if required)
- (6) Vacancy Application Approval Form (DA 4187)

b. ALL Soldiers must apply by e-mailing a completed application packet to [rebecca.c.linder.mil@mail.mil](mailto:rebecca.c.linder.mil@mail.mil). **The documents will be scanned together into one PDF named with Soldier's last name.** Any application not sent in this format will not be accepted and will be sent back. E-mail must be dated no later than the closing date of this notice. Deployed Soldiers may request copies of missing required documents be sent to JFHQ. POC for this action will be your Human Resource NCO within your current unit.

c. Equal Employment Opportunity: The South Dakota National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to political, religious, or labor organization affiliation or non-affiliation, marital status, race, color, sex, national origin, disqualifying physical handicap, or age, and shall be based solely on job-related criteria. Selection will be made from those applicants' determined best qualified in terms principally involving experience, demonstrated ability/performance, and training.

d. Applicants may be subject to personal interview upon notification of time and place. Necessary travel is at applicants own expense. Inquiries concerning specific aspects of the duty position should be directed to SGM Steve Cerny at (605) 737-6243.

## BIOGRAPHICAL SUMMARY

**DUTY POSITION APPLYING FOR:** INFO TECH SPEC

**PERSONAL INFORMATION:**

NAME: (LAST, FIRST, MIDDLE INITIAL)

HOME ADDRESS:

HOME TELEPHONE NUMBER:

**CIVILIAN EMPLOYER INFORMATION:**

CURRENT EMPLOYER:

BRIEF DESCRIPTION OF YOUR RESPONSIBILITIES:

BUSINESS TELEPHONE NUMBER:

CIVILIAN EDUCATION:

**MILITARY ORGANIZATION INFORMATION:**

PRESENT UNIT OF ASSIGNMENT:

PRIMARY MOS:

DUTY MOS:

PRESENT GRADE OF RANK:

DATE OF RANK:

YEARS OF SERVICE:

MILITARY EDUCATION:

SIGNIFICANT EXPERIENCE: