

**Job Announcement Number**

NE-12524556-AR-24-136

## Overview

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<b>Job Title</b>	SECURITY SPECIALIST	<b>Department</b>	Department of the Army
<b>Agency</b>	Army National Guard Units	<b>Hiring Organization</b>	N/A
<b>Open &amp; Closing Dates</b>	08/21/2024 to 09/27/2024	<b>Application Count</b>	N/A
<b>Salary</b>	\$72,553.00 to \$94,317.00 Per Year	<b>Pay Scale &amp; Grade</b>	GS-11
<b>Locations</b>	Lincoln, Nebraska	<b>Remote Job</b>	No
<b>Telework Eligible</b>	Yes - as determined by the agency policy.	<b>Travel Required</b>	Occasional travel - You may be expected to travel for this position.
<b>Relocation Expenses Reimbursed</b>	No	<b>Appointment Type</b>	Permanent
<b>Work Schedule</b>	Full-time	<b>Service</b>	Excepted
<b>Promotion Potential</b>	None	<b>Job Family (Series)</b>	0080 - Security Administration
<b>Supervisory Status</b>	No	<b>Security Clearance</b>	Top Secret
<b>Drug Test</b>	No	<b>Position Sensitivity And Risk</b>	Critical-Sensitive (CS)/High Risk
<b>Trust Determination Process</b>	Credentialing, National security	<b>Financial Disclosure</b>	No
<b>Bargaining Unit Status</b>	No		

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## Summary

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This National Guard position is for a SECURITY SPECIALIST, Position Description Number D1277 and is part of the G3, Nebraska Army National Guard.

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## Learn More About This Agency

**Marketing Message**

The National Guard is the oldest component of the Armed Forces of the United States. Since the earliest American colonial days, citizens have joined together for collective defense. We have a proud tradition of coming to the aid of our friends and neighbors in times of serious emergencies. Join our National Guard team and serve your nation, your states and your community!

**Marketing Link**

<http://ne.ng.mil/Pages/Home.aspx>

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## This Job Is Open To

**Hiring Paths**

Internal to an agency - appears on USAJOBS, National Guard & Reserves

**Hiring Paths Clarification Text**

Nebraska National Guard Area 1 and 2 applicants

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# Videos

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## Marketing Video Link 1

N/A

## Marketing Video Link 2

N/A

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# Duties

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## Duties

As a SECURITY SPECIALIST, GS-0080-11, duties include:

Initiates and implements policies and procedures required to manage sensitive compartmented information (SCI) programs and to protect SCI resources. Acts as resident expert on all SCI security matters. Functions as the technical authority in all other areas of classified security and classification guidance. Duties require incumbent to maintain currency on a variety of different security program interrelationships, requirements, regulations and guidance in order to apply this knowledge to protect SCI facilities and materials from espionage, sabotage, and destruction.

Establishes policies and procedures for accomplishment of SCI protection and security. Develops goals and objectives that integrate organizational missions and security requirements. Researches, interprets, analyzes and applies Presidential Executive Orders, Director Central Intelligence Directives (DCIDs), Defense Intelligence Agency Manuals, DoD Manuals, Army / Air Force Manuals, Army Regulations / Air Force Instructions, and local Operating Instructions.

Serves as the SCI Control Officer responsible for establishing, managing, and controlling all collateral and SCI classified information and material within the Sensitive Compartmented Information Facilities (SCIFs) affecting the Unit's mission. Ensures SCIFs comply with all applicable construction and physical requirements, standards, and regulations as delineated by higher headquarters.

Works directly for the intelligence unit commander/Senior Intelligence Officer (SIO), reporting on the administration of the Special Security Office and SCI-associated security programs. Determines the need for, development of, and maintenance of current Memorandums of Agreement with organizations to ensure adherence to security standards. Serves as the principal advisor to the intelligence unit commander/SIO on SCI, physical, computer, information, personnel, and administrative security. Recommends or makes changes in unit security policy and directives, based on personal analysis of very general policy directives and objectives. Affects waivers to established guides to meet command operational requirements

Manages and directs the activities and personnel of the unit Special Security Office. Plans and supervises work accomplished by assigned subordinates. Sets and adjusts short-term priorities and prepares schedules based on organization priorities and missions. Accepts, amends, or rejects work presented by subordinates.

Appoints Local SCI courier officials that have a requirement to courier SCI on base and coordinates with the Defense Courier Service (DCS).

Administers the SCI security clearance program for all assigned personnel, ensuring all required clearances are up-to-date and completed. Tracks and administers SCI clearances for all in-processing personnel to ensure mission readiness. Terminates or transfers SCI clearances for out-processing personnel. Provides SSO services for other units located within the same geographic area. Incumbent meets with key customers to assess customer satisfaction and resolve problems that arise. Ensures that subordinates provide customer guidance and training.

Provides oversight of unit and SSO security self-inspections and presents detailed and comprehensive reports with corrective action taken to the unit intelligence commander/SIO. Follows-up to ensure complete and quality resolution of discrepancies. Assesses and revises policies and procedures to improve their quality, timeliness, and efficiency.

Represents the intelligence unit to a variety of installation and functional areas, including national-level organizations. Incumbent interfaces directly with DoD, Defense Intelligence Agency, National Security Agency, Defense Intelligence Agency, US Army, US Air Force, Air Intelligence Agency, major commands, combatant commands, and other national-level agencies to evaluate, guide, and adjust unit programs to meet changing security needs and requirements as personally assessed or as directed.

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# Requirements

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## Conditions Of Employment

Military membership in the Nebraska National Guard Membership is required.  
Males born after 31 December 1959 must be registered for Selective Service.  
Obtain/maintain the level of security clearance/background check required  
May be required to successfully complete a probationary period.  
Direct Deposit is mandatory  
Individuals with military incentive bonuses may be subject to recoupment.

## Qualifications

**NATIONAL GUARD MEMBERSHIP IS REQUIRED:** This is a Title 32 excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be required to wear the military uniform. Acceptance of an excepted service position constitutes concurrence with these requirements as a condition of employment. Applicants who are not currently a member of the National Guard must be eligible for immediate membership and employment in the National Guard in the military grade listed in this announcement.

**FOR QUESTIONS REGARDING ELIGIBILITY TO JOIN THE NEBRASKA ARMY NATIONAL GUARD PLEASE CONTACT THE LOCAL RECRUITING OFFICE AT 402-309-7458.**

**OPEN AREAS OF CONSIDERATION: AREA 1 and 2**

**DEFINITION OF AREA(S) OF CONSIDERATION:**

AREA 1: Current permanent and indefinite technicians of the Nebraska Army or Air National Guard; and current Title 5 employees of the Nebraska Military Department who are military members of the Nebraska National Guard.

AREA 2: All Drill Status/M-Day members and temporary technicians of the Nebraska Air or Army National Guard.

AREA 3: Current military service members who are willing and eligible to become members of the Nebraska Air or Army National Guard.

AREA 4: All qualified candidates eligible and willing to become a member of the Nebraska National Air or Army National Guard prior to the effective date of hire.

**MILITARY REQUIREMENTS:**

**Compatible military grade and assignment required prior to the effective date of placement.** This is an excepted service position that requires membership in a compatible military assignment in the Nebraska Army National Guard. Applicants who are not currently a member of the National Guard must be eligible for immediate membership. If you are not sure you are eligible for military membership, please contact a National Guard recruiter prior to applying for this position.

**Military Grades: Maximum: O3/CW4/E8; Minimum: O1/WO1/E6;** Military Grade inversion within the full time work forces is not permitted. The military grade of the full time supervisor must equal or exceed the military grade of the personnel supervised.

**Compatibility will be followed in accordance with 32 USC 709(b) and 10 USC 10216**

Individual does not have to be currently assigned to one of these career fields to be considered for this position; however compatibility requirements must be met prior to appointment to the position. Selectee has 24 months to become qualified in a compatible military assignment.

**This position requires TOP SECRET clearance with SCI Eligibility**

**Security Clearance/Background Check requirements:**

In order to comply with US DOD requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.

Failure to obtain, within one year of appointment, and maintain the designated type of security clearance/background check required for the respective work may result in a job offer being rescinded, separations of employment, or other actions as may be deemed in the best interest of the agency.

Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents of the Nebraska National Guard, Personnel Security Manager for processing the appropriate investigation. Required forms: SF86, PSIP Initiation Form, Fingerprints, OF306 and Application/Resume.

**GENERAL EXPERIENCE:** Must possess at least 1 year experience at the previous lower grade or equivalent experience in the Security Forces career field to include technical training schools and drill-status working experience. Security Forces and Intelligence training/experience are not required for individuals performing Chief of information Protection duties and responsibilities; Security Officer duties and responsibilities; or, Special Security Representative duties and responsibilities. Apply the following specialized competencies (Knowledge, Skills, and Abilities) factors, as applicable to the seven organizational disciplines of Series GS-0080 and each discipline's requirements

**SPECIALIZED EXPERIENCE:** Administers server-based networked systems, distributed applications, network storage, messaging, and application monitoring required to provision, sustain, operate and integrate cyber networked systems and applications in garrison and at deployed locations. Core competencies include: server operating systems, database administration, web technologies, systems-related project management and supervising cyber systems. Have expanded experiences and working knowledge on how to perform Special Security Representative duties and responsibilities in a Special Security Office. Experienced in completing and managing the day-to-day operational duties within the Special Security Office in support of all sensitive compartmented information-associated security programs and measures. Experienced in research and analysis reports on physical, information, computer, and personnel security. Experienced in conducting intelligence support operations, procedures, and practices that are necessary to accomplish intelligence functions in support of programs essential to state National Guard daily operations, training, and readiness missions. Experienced in implementing policies and procedures required to manage sensitive compartmented information programs and to protect sensitive compartmented information resources. Competent and

knowledgeable as a technical specialist on sensitive compartmented information security matters, as well as, other areas of classified security and classification guidance. Knowledgeable on how to maintain currency on a variety of different security program inter-relationships, requirements, regulations and guidance in order to protect sensitive compartmented information facilities and materials from espionage, sabotage, and destruction. Capable of Implementing policies and procedures for accomplishment of sensitive compartmented information protection and security. Experienced in researching, interpreting, analyzing and applying Presidential Executive Orders, Director Central Intelligence Directives, Defense Intelligence Agency Manuals, DoD Manuals, Air Force Manuals, Air Force Instructions, and local Operating Instructions. Experienced in managing and complying with Sensitive Compartmented Information facilities, construction and physical requirements, standards and regulations. Experiences included implementing the Sensitive Compartmented Information security clearance program and maintaining current and completed clearances for assigned personnel. Experienced in managing, assessing and conducting Special Security Office self-inspections and able to present detailed and comprehensive reports with follow-up work to ensure complete and quality discrepancies resolutions improve quality, timeliness, and efficiency.

### Education

N/A

### Additional Information

If you are a male applicant who was born after 12/31/1959 and are required to register under the Military Selective Service Act, the Defense Authorization Act of 1986 requires that you be registered or you are not eligible for appointment in this agency (<https://www.sss.gov/RegVer/wfRegistration.aspx>).

### Benefits Link

<https://www.abc.army.mil/>

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## How You Will Be Evaluated

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Once the announcement has closed, your resume and supporting documentation will be used to determine if you meet the qualifications listed on this announcement. Your answers to the assessment questionnaire will be verified against information provided in your resume and other supporting documentation. Be sure that your resume clearly supports your responses to all the questions addressing experience and education relevant to this position.

In describing your experience, please be clear and specific, we will not make assumptions regarding your experience. If, after reviewing your resume and supporting documentation, a determination is made that you have inflated your qualifications or experiences, your rating will be adjusted or you may be excluded from consideration for this position.

Your qualifications will be evaluated against general and specialized experience under the "Qualifications" section and against the following competencies (knowledge, skills, abilities and other characteristics):

Accountability, Planning and Evaluating, and Security Program Management

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/12524556>

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## Required Documents

### Required Documents

To apply for this position, you must submit a complete Application Package which includes:

1. Your **resume** showing work schedule, hours worked per week, dates (format should include Month and Year) of employment and duties performed.

Use this link for [Resume Tips](#).

2. **Other supporting documents (optional)**

- Cover Letter
- DD-214
- Other
- Other Veterans Document
- SF-50
- Transcript

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## How To Apply

### How To Apply

To apply for this position, you must complete the online application and submit the documentation specified in the Required Documents section below.

A complete application package must be submitted by 11:59 PM (Eastern) on the closing date of the announcement to receive consideration.

To begin, click **Apply** to access the online application. You will need to be logged into your USAJOBS account to apply. If you do not have a USAJOBS account, you will need to create one before beginning the application.

Follow the prompts to **select your resume and/or other supporting documents** to be included with your application package. You will have the opportunity to upload additional documents to include in your application before it is submitted. Your uploaded documents may take several hours to clear the virus scan process.

After acknowledging you have reviewed your application package, complete the Include Personal Information section as you deem appropriate and **click to continue with the application process**.

You will be taken to the online application which you must complete in order to apply for the position. Complete the online application, verify the required documentation is included with your application package, and submit the application.

To verify the status of your application, log into your USAJOBS account (<https://my.usajobs.gov/Account/Login>), all of your applications will appear on the Welcome screen. The Application Status will appear along with the date your application was last updated. For information on what each Application Status means, visit: <https://www.usajobs.gov/Help/how-to/application/status/>.

## Agency Contact Information

### Questions About This job

Jon Sronce  
Phone: 402-309-8173  
Email: [jon.c.sronce.civ@army.mil](mailto:jon.c.sronce.civ@army.mil)

### Agency Information

NE G3  
2433 NW 24th Street  
Lincoln, NE 68524

## Next Steps

Once your online application is submitted you will receive a confirmation notification by email. Your application will be evaluated by the Human Resources Office to determine your eligibility for the position. After the evaluation is complete, you will receive another notification regarding the status of your application.

Qualified candidates will be referred to the selecting official in the following order:

1. Fully qualified Area 1 applicants
2. Fully qualified Area 2 applicants

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## Release URL

### Release URL

<https://www.usajobs.gov/GetJob/ViewDetails/806083900>