

Job Announcement Number

NE-121121420-AR-23-137

Overview

Job Title	IT SPECIALIST (INFOSEC)	Department	Department of the Army
Agency	Army National Guard Units	Hiring Organization	N/A
Open & Closing Dates	09/12/2023 to 10/02/2023	Application Count	N/A
Salary	\$82,830.00 to \$107,680.00 Per Year	Pay Scale & Grade	GS-12
Locations	Lincoln, Nebraska	Remote Job	No
Telework Eligible	Yes - as determined by the agency policy.	Travel Required	Occasional travel - You may be expected to travel for this position.
Relocation Expenses Reimbursed	No	Appointment Type	Temporary
Work Schedule	Full-time	Service	Excepted
Promotion Potential	None	Job Family (Series)	2210 - Information Technology Management
Supervisory Status	Yes	Security Clearance	Top Secret
Drug Test	No	Position Sensitivity And Risk	Critical-Sensitive (CS)/High Risk
Trust Determination Process	National security		

Summary

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This National Guard position is for a IT SPECIALIST (INFOSEC), Position Description Number D2584000 and is part of G6 NEC, Nebraska Army National Guard.

INDEFINITE EMPLOYMENT IS TEMPORARY IN NATURE AND WILL LAST MORE THAN ONE YEAR BUT NO MORE THAN SIX YEARS. BENEFITS ARE THE SAME AS A PERMANENT APPOINTMENT. THIS POSITION MAY CONVERT TO PERMANENT WITHOUT FURTHER COMPETITION.

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>

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

Videos

Marketing Video Link 1

N/A

Marketing Video Link 2

N/A

Duties

Duties

As a IT SPECIALIST (INFOSEC), GS-2210-12, duties include:

1. Manages the Command's Communication Security (COMSEC) Program and serves as the installation COMSEC Account Manager for a National Guard state Headquarters as the technical expert/authority responsible for all aspects of safeguarding, accounting, and supply control of COMSEC material. Maintain accurate documentation for inventories, issuance, destructions, possession, and reports in accordance with current regulations, guidance, and procedures. Generate, maintain and submit paperwork to appropriate authority IAW regulation and policy. Coordinates the receipt, preparation, issuance and destruction of all COMSEC material for the account. Responsible for the maintenance, patching, and upgrades to the key management information system(s).
2. Advises the Command on the development and implementation of COMSEC related policy and procedures based on higher agency policies, directives, and command requirements. Subject matter expert on crypto & encryption devices; fill devices, COMSEC equipment, key generation, and all electronic communication systems. Prepare the command for all internal or external inspections and audits. Develop and update Risk Assessments, Emergency Plans, and all others planning material IAW regulation and policy. Report findings of audits/inspections to the command develop any account remediation plans as a result of an inspection or audit for command review. Ensures the states' and subordinate unit COMSEC programs comply with higher governing authority policies and guidelines.
3. Ensures individual training and compliance necessary to maintain required COMSEC account access and Information System Privileged Access to perform required roles and functions across all COMSEC accounts. Provide training and resources for accounts holders on the safeguarding, accounting, and supply control of COMSEC material, as well as the function and usage of COMSEC devices, equipment and key generation.
4. As a trained and qualified COMSEC Command Inspector, conducts audits and inspections of subordinate accounts, and coordinates with applicable organizations/offices to resolve complex COMSEC issues. Conducts inspections of peer organizations when requested. Ensures the physical security and proper storage of the commands COMSEC facilities across the state/territory.

Performs other duties as assigned.

Requirements

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.

TOP SECRET (TS) security clearance with eligibility for access to Sensitive Compartmented Information (SCI) may be required based on the highest classification level utilized in the state.

May be required to successfully complete a probationary period.

Direct Deposit is mandatory.

Individuals with military incentive bonuses may be subject to recoupment.

Incumbent must complete appropriate training and obtain required certifications IAW DoDI 8140, DOD 8570.01M or applicable governing document(s) for Cyber workforce as an IA Technician Level II within 6 months of employment.

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 402-309-1172.

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 Air 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.

Military Compatibility: Compatibility will be followed in accordance with 32 USC 709(b) and 10 USC 10216 Compatibility requirements must be met prior to appointment to the position. Selectee has 24 months to become qualified in a compatible military assignment.

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.

Nebraska National Guard Personnel Security Manager - kalee.m.boden.mil@army.mil; 402-309-8319.

GENERAL EXPERIENCE: Experience, education or training that has provided a basic knowledge of data processing functions and general management principles that enabled the applicant to understand the stages required to automate a work process. Experience may have been gained in work such as computer operator or assistant, computer sales representative, program analyst, or other positions that required the use or adaptation of computer programs and systems.

SPECIALIZED EXPERIENCE:

GS-12 - Must have at least 36 months experience, education, or training that approaches techniques and requirements appropriate to an assigned computer applications area or computer specialty area in an organization. Experience planning the sequence of actions necessary to accomplish the assignment where this entailed coordination with others outside the organizational unit and development of project controls. Experience that required adaptations of guidelines or precedents to meet the needs of the assignment. Experience preparing documentation on cost/benefit studies where is involved summarizing the material and organizing it in a logical fashion.

Quality of Experience - Length of time is not of itself qualifying. Candidates' experience should be evaluated on the basis of duties performed rather than strictly on the rank of the individual; however, established compatibility criteria/assignments must be followed. The applicant's record of experience, training, and education must show possession of the knowledge, skills, and abilities needed to fully perform the duties of the position to be filled.

Education

Substitution of Education for Specialized Experience - For the GS-5 level, a 4-year course of study leading to a bachelor's degree may be substituted for the experience requirements. At the GS-7 level, one full year of graduate level education or superior academic achievement. At the GS-9 level, a masters or equivalent graduate degree or 2 full years of progressively higher level graduate education leading to such a degree may be substituted. At the GS-11 level, a Ph.D. or equivalent, or 3 years of progressively higher level graduate education leading to such a degree.

Undergraduate or Graduate Education: Degree in computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum of 24 semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems or networks.

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>).

If you are unable to apply online or need to fax a document you do not have in electronic form, view the following link for information regarding

an [Alternate Application](#).

CONDITIONS OF EMPLOYMENT & NOTES:

1. Maintains required information assurance certification IAW DoD 8570.01-M, Federal Information Security Management Act of 2002, Clinger Cohen Act of 1996, and current AF directives.
2. Conducts travel to and from offsite worksite(s) from the normal work area to perform assigned duties. This may include Operating Locations (OL) and/or Geographically Separated Units (GSU). Due to distances involved, travel may involve one or more overnight stays.
3. Must be able to obtain and maintain the appropriate security clearance of the position.
4. This position is covered by the Domestic Violence Misdemeanor Amendment (30 Sep 96) of the Gun Control Act (Lautenberg Amendment) of 1968. An individual convicted of a qualifying crime of domestic violence may not perform the duties of this position.
5. Ability to establish effective professional working relationships with coworkers and customers, contributing to a cooperative working environment and successful accomplishment of the mission.
6. May occasionally be required to work other than normal duty hours; overtime may be required.
7. The duties and responsibilities of your job may significantly impact the environment. You are responsible to maintain awareness of your environmental responsibilities as dictated by legal and regulatory requirements, your organization, and its changing mission.
8. THIS POSITION CONDUCTS INFORMATION ASSURANCE FUNCTIONS. THE INCUMBENT SHALL COMPLY WITH THE REQUIREMENTS OF THE CERTIFICATION PROGRAM AND WILL BE REQUIRED TO OBTAIN AND MAINTAIN CERTIFICATION. CERTIFICATION REQUIREMENTS ARE OUTLINED IN DOD INSTRUCTION 8570.01-M

Benefits Link

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

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):

Ability To Lead or Supervise, Information Technology Customer Support, and Technical Competence

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/12121420>

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

How To Apply

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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

Agency Information

NE G6
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
3. Fully qualified Area 3 applicants

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Release URL

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<https://www.usajobs.gov/GetJob/ViewDetails/748475900>