

MILITARY DEPARTMENT OF NEBRASKA
HUMAN RESOURCES OFFICE
2433 NW 24th Street
Lincoln, NE 68524

HRO

27 March 2023

MEMORANDUM FOR All Full-Time Support Personnel, Nebraska National Guard

SUBJECT: Amendment of Technician Vacancy Announcement

Technician Vacancy Announcement NE-11839638-AF-23-032 for the position of INSPECTIONS SPECIALIST (INSPECTION COORDINATOR), GS-1801-09, is amended.

As Published:

Open & Closing Dates: Thursday, February 9, 2023 to Monday, March 27, 2023

Advertisement is Open until Filled: First cutoff 23 February 2023, with subsequent reviews every 7 days after initial cutoff date.

As Amended to Read:

Open & Closing Dates: Thursday, February 9, 2023 to Friday, June 2, 2023

Advertisement is Open until Filled: First cutoff 14 April 2023, with subsequent reviews every 7 days after initial cutoff date.

//signed//

Jon C. Sronce. GS-11
Human Resources Specialist

Job Announcement Number

NE-11839638-AF-23-032

Overview

Job Title	INSPECTIONS SPECIALIST (INSPECTION COORDINATOR)	Department	Department of the Air Force
Agency	Air National Guard Units	Hiring Organization	N/A
Open & Closing Dates	02/09/2023 to 03/27/2023	Application Count	N/A
Salary	\$57,118.00 to \$74,250.00 Per Year; Position is Open till Filled, First Review will be on 23 February 2023 and then every seven days thereafter.	Pay Scale & Grade	GS-9
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	Permanent
Work Schedule	Full-time	Service	Excepted
Promotion Potential	None	Job Family (Series)	1801 - General Inspection, Investigation, Enforcement, And Compliance Series
Supervisory Status	No	Security Clearance	Secret
Drug Test	No	Position Sensitivity And Risk	Non-sensitive (NS)/Low Risk
Trust Determination Process	National security		

Summary

Summary

This National Guard position is for a INSPECTIONS SPECIALIST (INSPECTION COORDINATOR), Position Description Number D2512P01 and is part of 155TH ARW, Nebraska Air National Guard.

View Full PD#:

https://acpol2.army.mil/fasclass/search_fs/search_fs_output.asp?fcp=zutpk3eFRtaToL2jr7lGuam0buidbZKYlqNSn2qDRtyUbX%2BWkadXhGo%3D

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

Federal employees - Excepted service, Internal to an agency - appears on USAJOBS, National Guard & Reserves

Hiring Paths Clarification Text

Nebraska National Guard Area 1, 2 AND 3 applicants

Videos

Marketing Video Link 1

N/A

Marketing Video Link 2

N/A

Duties

Duties

As a INSPECTIONS SPECIALIST (INSPECTION COORDINATOR), GS-1801-9, duties include:

1. As part of the Wing IG team: plans, organizes, and executes a wide range of complex activities for the wing/center Commander's Inspection Program (CCIP), and the Exercise and Evaluation Program which may include exercises such as active shooter exercises, emergency response exercises that involve coordination with a wide variety of programs and departments. Evaluates and interprets information from various sources and tailors assignment completion through application of established practices and procedures. Coordinates internal inspections with unit/installation managers and IG leadership to allow commanders to control the depth, scope, and frequency of inspections. Coordinates with Wing, Group and Squadron Commanders in the development of a Risk Based Sampling Strategy in order to prioritize compliance and readiness in relation to mission accomplishment. Utilizes tools such as the Inspector General Evaluation Management System (IGEMS) and MICT to evaluate services and processes to determine mission readiness, resource utilization, the state of discipline, and effectiveness/efficiency of the program, activity or function. Receives input from external agencies in the evolution and scheduling of exercises and inspections in IGEMS. Compiles, organizes and analyzes data within IGEMS to brief commanders on trends within their respective areas. Works with commanders at all levels to assist in the management of deficiency resolution. Handles sensitive information in accordance with security policies and procedures. Reports all violations of security practices to the appropriate supervisor or security program manager within prescribed timelines. Provides recommendations to the IG and Director of Inspections regarding inspection policies, procedures, and guidelines. Conducts planned short-notice, and no-notice exercises, inspections, and assessments. Explain and interprets AFIS and CCIP inspection program and AFI 90-201 requirements to all Wing personnel

2. Serves as the Wing Self-Assessment Program Manager and MICT administrator. Plans, implements and manages the centralized control of the unit/installation Self-Assessment Program. Validates and verifies wing, group, and squadron self-assessment (SA) program results. Performs analysis of unit self-assessed capabilities versus inspection requirements to build inspection sampling strategies. Performs MICT administrator duties, provides direction and policy interpretation concerning MICT program, requirements, management, and information flow management. Develops local program guidance for Wing, Group and Squadron level MICT and Self-Assessment program management. Validates and verifies MICT self-assessment communicator (SAC) observations as well as virtual and on-site visits to determine the adequacy of scope, depth of fact finding, proper use of applicable regulation and instructions and the reasonableness of corrective action plan timelines. Instructs IG personnel, WIT, and group, squadron, and flight SAPMs on the proper use of MICT. Instructs WIT members on how to derive data and validate MICT inputs during inspections. Functions as the unit/installation MICT authority when supporting higher headquarters inspection teams. Establishes the training requirements and expectations for Self-Assessment Program Managers (SAPMs) executing the self-assessment portion of the Wing CCIP. Ensures SAPMs have assigned applicable SACs to the appropriate units. Ensures all wing SACs for locally developed instructions are current and updated and utilized IAW published instructions. Provides technical guidance to the development of the self-assessment program goals, plans, policies, and procedures

3. Performs other duties as assigned.

For comprehensive list of duties view full PD# D2521P01 at:

https://acpol2.army.mil/fasclass/search_fs/search_fs_output.asp?fcp=zutpk3eFRtaToL2jr7IGuam0buidbZKYIqNSn2qDRtyUbX%2BWkadXhGo%3D

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.

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 AIR NATIONAL GUARD PLEASE CONTACT THE LOCAL RECRUITING

OPEN AREAS OF CONSIDERATION: AREA 1, 2 and 3

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: E-6; Minimum: E-5; 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. A grade of E-7 is allowed if pending UMD availability

Nebraska National Guard Information Security Specialist - jason.l.shroeder4.civ@mail.mil; 402-309-1129.

GENERAL EXPERIENCE: Experience, education, or training which provided a general knowledge of principles of organization, management, and administration. Experience using computer and automation systems.

SPECIALIZED EXPERIENCE:

GS-09 - Must have at least 24 months experience, education or training in any position that required compiling reports, letters, memoranda, etc., and required person-to-person contacts to convey information. Applicants must have experience providing technical guidance and assistance in the type of work or in comparable work of the position to be filled. Applicants must have a thorough knowledge and understanding of administrative procedures and practices of management. Experience developing administrative procedures.

Education

Successful completion of a full 4-year course of study in any field leading to a bachelor's degree, in an accredited college or university, meets the GS-5 level requirements.

Completion of courses such as the Officer Advanced Course, Squadron Officer School, Command and Staff College, Air and Army War College, National Security Management Course and others of comparable level will be credited at the rate of 1 month of education for two months of specialized experience.

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](#).

Benefits Link

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

How You Will Be Evaluated

How You Will Be Evaluated

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):

Decision Making, Interpersonal Skills, and Technical Competence

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/11839638>

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

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

Agency Information

NE 155 ARW
2420 W Butler Ave
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

Release URL

Release URL

<https://www.usajobs.gov/GetJob/ViewDetails/705830700>