

**NEBRASKA NATIONAL GUARD
HUMAN RESOURCES OFFICE
2433 NORTHWEST 24TH STREET
LINCOLN, NEBRASKA 68524**

**FULL TIME NATIONAL GUARD DUTY for OPERATIONAL SUPPORT (FTNGD-OS)
VACANCY ANNOUNCEMENT**

Announcement Number: FTNGDOS-AR-19-007

Closing Date: 19 March 2019

Position Title: CERFP Communications Planner

Location: JFHQ, Lincoln, NE

Military Grade Range: Minimum: SGT/E5 Maximum: SSG/E6

Military Requirements: Designated MOS for this position is IMMATERIAL. Must be able to obtain and maintain a Secret security clearance. Service Member cannot meet or exceed 6 years on consecutive orders (MOB, AT, ADOS, ADT, AD) without a 31 day break. Applicants will review NGB-ARH PPOM #13-020, Paragraph 12 in reference to AT and IDT with their Commanders prior to signing the Statement of Understanding. Applicants will review the qualifications for this position prior to application. Failure to review these qualifications may result in the applicant not being eligible for the position. PCS/PER DIEM WILL NOT BE PAID.

Area of Consideration: All members of the Nebraska Army National Guard in the grade range of SGT/E5-SSG/E6 that meet the military requirements may submit applications for this position. **All current hiring procedures will be in accordance with the FTNGD-OS Policy.**

General Requirements:

1. Possess mature judgment and initiative
2. Display good military bearing
3. Must have a valid driver's license
4. Must be able to pass the Standard Army Physical Fitness Test (APFT). Must have current APFT within the last 6 months
5. Must meet physical standards IAW Chapter 3, AR 40-501 (Retention Standards). Meet height and weight standards IAW AR 600-9
6. Current MEDPROS with HIV current within the last 6 months
7. Possess or able to acquire a Secret Security Clearance
8. No Temporary Profile
9. Must be or be willing to become HAZMAT Awareness qualified IAW 29 CFR 1910.120 and NFPA 472, 473

Preferred Qualifications:

1. Experience with Defense Travel System (DTS), Automated Fund Control Order System (AFCOS), Mission Analysis, Readiness & Resource Synchronization (MARRS), GKO Portal, Army Training Requirements and Resource System (ATRRS),
2. Experience with Microsoft Office products (Word, Excel, Power Point, Outlook)
3. Knowledge of CBRNE and CERFP
4. Function at a high-level operation's tempo in a team setting
5. Ability to clearly communicate in written and verbal forms

Summary of Duties: The Communications Planner (S6) is the primary communications planner for the CBRN TF/CERFP. Advises the Commander on all C4 capabilities and requirements. Plans tactical data network architecture to support information exchange capabilities at the CBRN TF/CERFP C2 as well as subordinate elements. Develops field radio communications plans through the use of both tactical and non-tactical capabilities to enable voice communications throughout the CBRN TF/CERFP organization, as well as to civil authorities. Coordinates with HRF Communications Planner on issues and support. Maintains budgetary requirements for communications training, staffing and equipment for the CBRN TF/CERFP. Maintains

Common Operating Picture (COP). Ensures daily logs and journals are maintained, as well as, proper message handling procedures are followed. Assists the JOC NCOIC as needed. Contacts POCs regarding past due reports or tasks. Compiles Situation Update Brief (SUB) slides and disseminates information through the JOC NCOIC and J33 to multiple government agencies. Reviews requests for Information (RFI)/Requests for Assistance (RFA)/TASKER trackers for past due/suspense due items and provides a listing to the JOC NCOIC. Acquires licenses to operate and maintain M1087 and generators. Ability to learn about multiple systems including Motorola APX CPS, HF radios with programming, GEC2.0, ARiA, DAART, JIEE, State Radio System. Serves as the State Radio System Manager for the NENG. Manage over 30 computers in the JOC.

Application Instructions:

Please read the application instructions as there have been changes to the application and process for applying.

!!! IMPORTANT NOTICE!!!

Applications will be screened after the job closing date, not prior. Please review your application for accuracy before you submit it to HRO. Nothing will be added to the application after 1600 hrs on the closing date.

E-mail may be sent to ng.ne.nearng.list.hro-agr-job-apps@mail.mil with a subject line of "Job Application FTNGDOS-AR-__-__ (list job announcement number)". Submit Electronic applications as one attachment. Applications as multiple attachments will not be accepted. Applications which are unreadable or cannot be opened will not be accepted or considered.

Candidates may apply by submitting a completed DA Form 1058-R (Application for Active Duty for Training, Active Duty for Special Work, Temporary Tour of Active Duty, and Annual Training for Soldiers of the Army National Guard and U.S. Army Reserve). Reference Guidance for Full-Time National Guard Duty for Operational Support (FTNGD-OS), Duty MIL 02-035-12 and PPOM #13-020 the following documents must be submitted.

Packets without the appropriate documents or a written explanation will not be processed for interviews. Applicants will use the following checklist to ensure proper documentation is submitted.

Yes No **1. Copy of Job Announcement as Cover Sheet for application packet**

Yes No **2. Application for Active Duty for Training, Active Duty for Special Work, Temporary Tour of Active Duty, and Annual Training for Soldiers of the Army National Guard and U.S. Army Reserve Position, DA Form 1058-R. This form can be downloaded from the Nebraska National Guard Opportunities webpage.**

Yes No **3. ERB/ORB. Soldiers can download their validated Selection Board Record Brief ERB/ORB from <https://minuteman.ngb.army.mil/benefits>. Enlisted applicants who are NOT MOSQ for the position in which applying must include ASVAB scores on the ERB.**

Yes No **4. Five latest OER's/NCOER's. Applications must contain their most current NCOER/OER and if unavailable written explanation must be provided. If you do not have any OER's/NCOER's, a letter of recommendation or performance evaluation must be submitted on Soldiers not requiring an OER/NCOER.**

Yes No **5. NGB Form 23 (RPAM). All Army National Guard Soldiers will submit a current copy (**within the last 6 months**).**

Yes No **6. Completed FTNGD Annual Statement of Understanding **This form can be downloaded from the Nebraska National Guard Opportunities webpage.****

Yes No **7. Current DA Form 705, Army Physical Fitness Test Scorecard, listing last 4 APFT scores. Applicants must have a current passing APFT within 6 months from application submission date.**

Yes No **8. Current passing semi-annual weigh-in on TAG-NE 600-9, DA 705 or DA5500/5501 if required, within 6 months of closing date.**

Yes No **9. IMR (Individual Medical Readiness) Record **showing a PHA completion date within 12 months and HIV within 2 years** <https://medpros.mods.army.mil/medprosnew/secure/medical/imr.aspx> Include a current copy of**

your DA Fm 3349 if on profile. Any PULHES with a 3 or 4 must be approved by a MAR2 process or PDES and found fit for retention in primary MOS.

____ **Yes** ____ **No** **10.** Any additional information/memorandums/letters of recommendation may be submitted that you feel will help qualify your application.

In order to comply with United States Department of Defense (DoD) requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department and Nebraska National Guard, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.

Failure to obtain and maintain the designated type of security clearance/background check required for the respective work, may result in a job offer being rescinded, separation of employment, and/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 to the Nebraska National Guard Personnel Security Manager for processing the appropriate investigation. Required forms for AGR positions – SF 86, PSIP Initiation Form, Birth Certificate (or other proof of citizenship) and Fingerprints. Technician positions also require the OF 306 and Application/Resume.

The use of official mail to forward employment applications is prohibited. Applications submitted using government postage will not be considered.

Applications may be submitted by e-mail, postal mail, or hand-delivered to the HRO no later than 1600 hours on the closing date. Applications received after the closing time will not be considered for the position.

Mail applications to: NE National Guard
Human Resource – AGR Branch
2433 NW 24th Street
Lincoln, NE 68524

The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may verify receipt of their application telephonically or via email.