

DEPARTMENT OF
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
Military Bureau
Headquarters, Maine National Guard
Camp Keyes, Augusta, Maine 04333-0033

6 February 2015

TECHNICIAN POSITION VACANCY ANNOUNCEMENT #15-022

POSITION: Information Technology Specialist (CUSTSPT) (D1557000) GS-2210-09/11
EXCEPTED POSITION

LOCATION: 265th Combat Communications Squadron, South Portland, Maine

SALARY RANGE:

\$55,119 to 71,651 per annum **GS-09**

\$60,532 to \$78,692 per annum **GS-11**

CLOSING DATE: 23 February 2015

AREA OF CONSIDERATION:

AREA I - All permanent and indefinite Enlisted Technicians in the Maine Air National Guard.

AREA II - All Enlisted Members of the Maine Air National Guard.

PERMANENT CHANGE OF STATION (PCS): PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

DUTIES: See attached duties and responsibilities.

QUALIFICATIONS: This position may be filled at the GS-09 or GS-11 grade. If filled at the GS-09 grade, the individual selected may be promoted to the next higher grade without further competition when it has been determined that the individual meets the qualifications required for promotion to the higher grade.

MINIMUM QUALIFICATION REQUIREMENTS: Each applicant must show how they meet the General Experience and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

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: Must have twenty-four (24) of experience for the GS-09 level. Must have thirty-six (36) months of experience for the GS-11 level, which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities.

GS-09

1. Knowledge of maintenance, installation, and operation of switches, routers, and voice systems.
2. Understanding of interrelationship of data and voice components.
3. Knowledge of standard Crypto equipment.
4. Skill in balancing workloads between paperwork oriented tasks and hands on tasks, as well as prioritizing suspenses.

GS-11

1. Ability to configure data routers, data switches, and voice switches.
2. Knowledge of commercial protocols; such as Integrated Service Digital Network (ISDN), Border Gateway Protocol (BGP), Open Shortest Path First (OSPF), Router Interchange Protocol (RIP) and Point to Point Protocol (PPP).
3. Knowledge of the design of tactical Internet Protocol (IP) networks and voiced switched networks.
4. Skill in operating and programming standard Crypto equipment.
5. Ability to use standard test equipment to troubleshoot and repair equipment/cable systems.

COMPATIBILITY CRITERIA: 3D0X2, 3D0X3 , 3D1X1, 3D1X2

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: 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.

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.

SELECTED RESERVE INCENTIVE PROGRAM (SRIP): Non-Technician Maine National Guard personnel who are SRIP participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped if selected as a permanent military Technician. Applicants should contact the MeANG Incentive Manager Norman Stanton, MSgt DSN - 698-7391 to determine any possible termination and/or recoupment actions that may result from accepting this position.

HOW TO APPLY: Detailed instructions are contained in an Instruction Guide titled "Technician Vacancy Announcement Guide" which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the TPVA. Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine 04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: ng.me.mearng.list.hro-applications@mail.mil

APPOINTMENT: Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

DISSEMINATION: Supervisors, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6013/COM (207) 430-6013 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

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LISA M SESSIONS

CPT, AG

Human Resources Specialist

(Recruitment & Placement/Compensation)

25.

DUTIES:

This position is located in the Network Systems Flight of an ANG Combat Communications Squadron. The purpose of the position is to design, deploy, install, operate, maintain, modify, and recover various types of communications electronics (CE) information technology (IT) systems and their components. Incumbent is responsible for planning, coordinating, and directing the mission accomplishment and training workload of the Theater Deployable Communications (TDC) workcenter.

This position requires military membership. It is designated For National Guard Enlisted Incumbency Only. The incumbent performs duties necessary to accomplish information technology and telecommunications functions and provide for customer support of programs essential to Squadron daily operations, training, and readiness missions.

-- Monitors, maintains, and recommends optimum voice and data network systems configuration and architecture, to include administering and programming the system's messaging, broadcasting, automated attendants, load capacity, call restrictions, and classes of services. Performs all software upgrades and troubleshooting of the operating system and switch hardware using appropriate software solutions or diagnostic equipment. Applies diagnostic and network management equipment to test, configure, evaluate, and optimize all circuits and services. Develops detailed lists of equipment and capabilities to satisfy current requirements for the entire switched system or segments of the complete switched system.

-- Designs, develops and conducts technical and operational tests and evaluations of a wide range of communications equipment and systems. Designs specific kinds of communications networks, according to operating requirements, planned traffic and the location of stations and users. Conducts site surveys for information systems equipment, verifying adequacy of network cable, power, and general condition. Assembles cables and connectors for military and/or commercial interface.

-- Installs, configures and programs networking equipment to include routers, network encryption devices, switches, channel switch units (CSU), digital switch units (DSU) and multiplexers using military and commercial protocols such as Integrated Services Digital Network (ISDN), Border Gateway Protocol (BGP), Open Shortest Path First (OSPF), Routing Interchange Protocol (RIP), and Point to Point Protocol (PPP). Programs and uses remote management tools to administer and operate active networks. Evaluates and recommends commercial off-the-shelf software (COTS) solutions for all telecommunications requirements.

-- Coordinates with outside agencies and customers to provide required services and technical solutions. Responsibilities involve direct customer support including recommending new equipment, site surveys, training, resolving problems related to configuration management, systems functionality, hardware and software configuration, and system conflict resolution. Develops and coordinates tactical Internet Protocol (IP) networks for local, metropolitan, and

wide area networks. Administers the implementation of approved telecommunications projects and contracts by planning the installation, maintenance and evaluation of the system.

-- Develops and manages problem and trend analysis data of communications equipment and systems. Prepares, maintains and submits applicable maintenance records and reports. Administers the Maintenance Standardization and Evaluation Program (MSEP) within the workcenter. Provides technical assistance and guidance to the users of the system to include adherence to established policies and procedure. .

-- Performs maintenance, strapping, and configuration of Cryptographic units

-- Develops, establishes and maintains work center training programs. Plans and schedules tasks and training activities for drill status guard members. Oversees and conducts on-the-job training (OJT) for personnel. Creates and develops lesson plans. Ensures availability of facilities and training aids. Monitors the training status of personnel and ensures that supplemental and/or remedial training is accomplished. Implements the Base Information Protection (BIP) training program under guidance of unit program to include training scenarios for BIP (e.g., hacker, intrusions, etc) local procedures for reporting and responding to BIP issue. Performs duties required for the mobilization readiness of section personnel and equipment.

-- Plans and lays out work to be accomplished. Determines approaches, methods and courses of action required to accomplish the mission. Determines appropriate maintenance procedures. Estimates time, equipment and material requirements.

-- Performs other duties as assigned.