

STATE OF NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS ACTIVE GUARD/RESERVE (AGR) VACANCY ANNOUNCEMENT



This announcement must be posted on unit bulletin boards until the day following the closing date

ANNOUNCEMENT NUMBER 73-AF-19

AMENDMENT TO INCLUDE COMMISSIONING OPPORTUNITY

THIS ANNOUNCEMENT HAS <u>NEW APPLICATION PROCEDURES</u> PLEASE READ ENTIRE ANNOUNCEMENT CAREFULLY J1-AGR Branch will not accept mailed or hand carried applications. ONLY Electronic applications will be submitted as one PDF format attachment.

Position Title: MEDICAL OPERATIONS OFFICER AFSC: 41AX

Opening Date: 16 May 2019

Closing Date: <u>1 July 2019</u>

Duty Station: 21st Weapons of Mass Destruction – Civil Support Team, JBMDL, NJ

Military Assignment: 21st WMD – Civil Support Team, JBMDL, NJ

Military Grade: Minimum: 2nd Lt/O1 \$3,034.80 - \$3,818.70 (base pay range per month) <u>THIS IS A COMMISSIONING OPPORTUNITY</u>

> Maximum: Maj/O4 \$4,602.60 - \$7,684.80 (base pay range per month) *your pay will depend on your years of service; you will also receive other allowances for rations, housing, uniforms, and cost of living *(normally between \$1000-\$2200 per month).

AMENDED TO READ/INCLUDE:

Closing Date: 1 July 2019

COMMISSIONING OPPORTUNITY

For entry into this specialty, one of the following is mandatory:

•A graduate degree in Health Administration, Healthcare Administration (or equivalent), Healthcare Management, Health Management and Policy, Health Services Administration (or equivalent), Hospital Administration (or equivalent), Accounting, Business Administration, Business Management, Economics, Finance, Marketing, Statistics, Information Systems Management, Architecture, Architectural Engineering, Civil Engineering, Construction Management or other closely related degree.

•An undergraduate in Health Administration, Healthcare Administration (or equivalent), Healthcare Management, Health Management and Policy, Health Services Administration (or equivalent), Hospital Administration (or equivalent), Accounting, Business Administration, Business Management, Economics, Finance, Marketing, Statistics, Information Systems Management, Biomedical Engineering, Clinical Engineering and Health Management/Health Systems Engineering, Architecture, Architectural Engineering, Civil Engineering, Construction Management, Operations Research or other closelyrelated degree"





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Special Note: This FULL TIME MILITARY duty position vacancy in the Air National Guard is announced and will be filled under the provisions of Section 502(f), Title 32, United States Code.

Be advised that acceptance of this AGR Tour may result in future and unexpected out of state PCS or tours of up to one year or longer.

<u>Area of Consideration</u>: Members of the New Jersey Air National Guard, or persons eligible to become a member, who possess the Military Grade and Duty AFSC listed (or reclassification), and agree to minimum <u>three-year tour</u> on the WMD-CST upon successful completion of Civil Support Skills Course (CSSC). DoD regulations require non-MS officers reappointed into AMEDD have their rank and date of rank recalculated at 1/2 credit for all commissioned service normally resulting in a decrease in their current rank by one grade and there are no exceptions to this. MUST POSSESS A SECRET SECURITY CLEARANCE.

Duties and Responsibilities: Acts as a resource for the Incident Commander (IC) on the medical administrative aspects of a response to a hazardous event and functions as a medical liaison with civilian hospitals/medical treatment facilities (MTF). Identifies the requirements for victim transportation, including the number and types of vehicles/EMS needed. Maintains CBRN response capabilities database of healthcare facilities, providers, and EMS as needed by IC/DoD. Provides advice on the disbursement of casualties depending on the location of the needed bed capacity and the capabilities of the healthcare facility. Acts as a resource for the IC, the local healthcare facilities, and other DoD response elements on the procedures required to control access to the incident site to prevent the spread of contamination. Advises the IC on formal reporting of hazard and victim/medical information to the appropriate agencies and its release to the public. Obtains medical intelligence information and shares with appropriate agencies. Coordinates with civilian and federal healthcare facilities to

identify and facilitate follow-on support. Collaborates with other pertinent Unit sections concerning hazard plume modeling, appropriate levels of Personal Protective Equipment (PPE), down-range hazard identification/simple mitigation, determination of relevant sample opportunities, effective sampling methodology, and suitable decontamination procedures/solution. Maintains proficiency as a mobile laboratory operator and participates in the monthly Proficiency Analytical Testing (PAT) program. Serves as the Local Radiation Safety Officer (LRSO) and Respiratory Protection Program Officer. Manages Unit formulary and Unit medical readiness, to include all profiles, medical exams, and immunizations. Performs other duties as assigned.

SPECIAL INFORMATION FOR 21st WMD-CST POSITIONS: This position often requires short notice and frequent temporary duty. Applicants must be able to wear Level-A PPE and self-contained breathing apparatus (SCBA); the ability to don and perform physical tasks in PPE is a requirement for all team members. Must pass color blind test. Applicants must pass an OSHA physical and participate in a mandatory vaccination program. Applicants/members must meet the medical standards/requirements of NGB-J39 Procedural Guidance WMD-CST Management. Special emphasis will be placed on the below items:

- a. Given the extreme physical requirements of membership on a WMD-CST, special consideration will be given to the physical fitness of individuals seeking assignment.
- b. All personnel with a history of physical profile capacity of P-3 or higher IAW AR 40-501 or a permanent profile that could limit/inhibit performance of assigned duties will be screened out prior to consideration for WMD-CST assignments.
- c. Following initial medical screening the applicant must have an AR 40-501 Chapter 3 Accession Standards Physical Examination incorporating forms, laboratory tests, and screening tests identified in Appendix I for ARNG personnel, or IAW AFI 48-123 for ANG personnel. This physical examination must also satisfy the requirements in 29 CFR Code of Federal Regulations 1910.120(f). WMD-CST candidates will be screened and given pulmonary function tests (PFT) prior to accession. These tests will be monitored and results evaluated by the unit health care provider (HCP).
- d. Candidates who do not meet the minimum physical requirements or have medical/psychological conditions that would preclude service on the WMD-CST may not be considered for placement on the WMD-CST. The WMD-CST commander will review the results with the unit HCP and will determine eligibility for placement.
- e. Any military person who is returned to Title 32 status and WMD-CST duty, must re-establish the medical standards outlined here. In the event of a change in medical status that could impact the person's ability to function as a member of the WMD-CST, said individual will be removed from WMD-CST duty IAW regulatory guidance.
- f. Must live within a 60 minute drive to the 21st WMD-CST or be willing to move within 60 minutes of the unit.

TRAINING REQUIREMENTS: FIRST YEAR: CSSC (2 months); FEMA Courses IS 100, 200 and 700a (online); HAZMAT Awareness (ADLS online); ALS Operator Course; LRSO Course; OSHA 2225 Respiratory Course.

Point of Contact: LTC Scott Hofstetter, Commander 21st WMD-CST

Equal Opportunity: Equal evaluation, consideration and treatment based upon merit, fitness and capability irrespective of race, color, religion, gender, sexual orientation or national origin.

BONUS/INCENTIVE RECIPIENTS: If you currently receive any type of incentive such as bonus, student loan repayment, or GI Bill Kicker, these incentives will stop effective on the first day of full time employment with the National Guard. **Contact your RETENTION OFFICE MANAGER.**

Pay and Benefits: Your Basic Pay and Allowances depend upon your grade and the length of creditable service. You will receive leave at the rate of 2 1/2 days per month. Your medical care will be administered under TRICARE, any dependents will be covered under either TRICARE or US Family Health Care programs. You are entitled to PCS and TDY travel allowance when applicable. At the completion of at least 20 years of Active Federal Service, you will be eligible for a full retirement. While on AGR tour, you will accrue retirement credits at the rate of one point for each day of service. Members who leave their jobs and enter tour have re-employment rights under the federal USERRA law. Full Survivor Benefits are authorized while on AGR tour. You and all eligible dependents will receive full and unlimited PX/Commissary privileges. You are subject to military discipline under NJ State Statutes and Regulations.

Information for Technicians Entering Tour: Currently employed technicians may compete for AGR positions. If selected, permanent employees will have their Federal Employee Group Life Insurance (FEGLI) continue for 26 pay periods following their start date on AGR. If selected, your National Guard Association of the United States (NGAUS) will be terminated at the end of the pay period you begin LWOP/AUS. If selected, normally, your Federal Employee Health Benefits (FEHB) will terminate 30 days after AGR start date. Other pay related actions (i.e., TSP, advanced sick leave, etc.) should be reviewed with the Employee Relations Section of J1-HRO. Contact information: 609-562-0866/0874.

GENERAL ELIGIBILITY REQUIREMENTS:

- 1. Must meet physical standards of AFI 36-2905.
- 2. Must not be under current suspension of unfavorable personnel actions.
- 3. Applicant must not be entitled to receive federal military retired or retainer pay.
- 4. Applicants who have voluntarily separated from the AGR program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR program are not eligible to reenter the program.
- Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding contained in ANGI 36-101 attachment 3.

INITIAL ENTRY QUALIFICATIONS:

- 1. Must meet entry requirements of ANGI 36-101.
- 2. Must be medically qualified under AFI 48-123. You must be medically certified as drug free, be tested for HIV within 6 months of initial entry.
- 3. Airmen transferring between states or entering FTNGD from Active Duty status without a break in service must have a current physical exam.

Persons who meet the all requirements of the vacancy announcement, General Eligibility and Initial Entry Requirements will have their applications forwarded to a Selection Official or Board for interview and ranking. The selected person(s) will be ordered to Full Time National Guard Duty in Active Guard/Reserve (AGR) status in New Jersey under the provisions of Title 32 USC 502(f).

NOTES:

- a. Make sure that you enter the Vacancy Announcement number and title on your NGB Form 34-1
- b. Make sure that you sign and date your NGB Form 34-1.
- c. Make all entries legible, and complete all items in full.

This checklist/instruction sheet must be printed, initialed/signed and included as the first page of your application.

J1-AGR Branch will not accept mailed or hand carried applications. ONLY Electronic applications will be submitted as one PDF format attachment. Applications submitted in multiple attachments will not be accepted.

Application Instructions:

Please read the application instructions as there have been changes to the 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 1700 hours on the closing date.

DELIVERY INSTRUCTIONS: Redact PII, such as social security numbers for anyone other than yourself in any documents being submitted with your application. To ensure protection of PII, email should be sent ENCRYPTED from your .mil email account. Be advised that any document sent from any other email account could cause a reportable PII breach. If you are unable to send your application encrypted from a .mil account please contact this office for another course of action, being sure to allow enough time to accomplish submission prior to closing date/time.

E-mail must be sent to <u>ng.nj.njarng.list.nj-job-submission-agr-air@mail.mil</u> in PDF FORMAT. Subject line must read "NJ AGR-__-AF-___ (insert vacancy announcement number)". Electronic applications will be submitted as one PDF Format attachment. Applications submitted in multiple attachments will not be accepted. Applications or attachments which are unreadable or cannot be opened will not be accepted or considered.

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. This form must be completed and included in your application submission.

Yes	No 1. (Initials)	Application for Active Guard/Reserve (AGR) Position, NGB Form 34-1, dated 20131111. This form can be downloaded from the New Jersey DMAVA webpage. Previous versions of the form will not be accepted. Application must be signed and written explanations for YES answers must be provided within the application packet.
Yes	No 2. (Initials)	Report of Individual Personnel (RIP) from Force Support Squadron (FSS) or Virtual Military Personnel Flight (vMPF): must be signed on the last page by the applicant. Submission of RIP indicates the applicant has reviewed the document and is attesting that all information is correct. If errors in information are found, attempt to have it corrected at your FSS. If that is not possible in time for submission, annotate corrections to be made and include all supporting documentation with your application. HRO will NOT update your RIP, but will use the documentation in determining your qualifications.
Yes	No 3. (Initials)	Current Flying History Report (if applicable) AND a copy of AF Form 942 Record of Evaluation (if applicable)
Yes		AF 422 or DD Form 2992 (showing current physical PULHES) and PHA within the last 12 months. Working Copy will not be accepted.

 Yes	No _(Initials		AF Fitness Assessment with current Fit Test Score and Fit Test History Member must provide current documentation <u>from fitness monitor</u> showing they meet fitness standard score of 75 or higher IAW NGB/AIPOF Memorandum, Subject: Interim Guidance Implementation of Standard Fitness Score for Purposes of Promotion and Reenlistment, Effective 1 October 2008, AWGI 10-248, and ANGI 36-101.
 Yes	No	6.	Current, Unexpired State Driver License, all items must be clear.
 _Yes	No	7.	Copy of ALL DD Form 214s that have been issued to you, including basic training. If you have been Active Duty your entire career, include a memorandum explaining that you have had no break in service since basic training and therefore, have never had a DD Form 214 issued to you.
	No _ <i>N/A</i>	8.	Administrative Grade Reduction (if applicable): Current military grade cannot exceed maximum Military grade announced on Vacancy. Over graded applicants must include a memorandum indicating willingness to accept an administrative reduction if selected for this position. <u>Reduction will not occur until the day before initial AGR tour.</u>
 _Yes	No	9	Any other documents that will support your qualifications, i.e. resume, civilian job evaluations, school transcripts, etc.
 _Yes	No	10	. CONTACT INFORMATION: on a separate sheet of paper, provide your military email address and a valid contact phone number. This information will be used to contact you for an interview if you are found qualified or to transmit a letter explaining why you were disqualified. Your email address will also be used to transmit your selection/non-selection letter.

The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may request to verify receipt of their application through e-mail or telephonically at 609-562-0860 or 609-562-0705.

Equal Opportunity: Equal evaluation, consideration and treatment based upon merit, fitness and capability irrespective of race, color, religion, gender, sexual orientation, or national origin.

This checklist/instruction sheet must be printed, initialed/signed and included as the first page of your application.

I have read and understand all the Application Instructions:

(Signature and date)