



**DEPARTMENT OF THE ARMY**  
JOINT INTERAGENCY TRAINING AND EDUCATION CENTER  
CBRNE BATTALION  
5 ARMORY DRIVE  
SAINT ALBANS, WV 25177

**FULL TIME NATIONAL GUARD DUTY OPERATIONAL SUPPORT (FTNGD-OS)  
VACANCY ANNOUNCEMENT**  
<http://www.wv.ngb.army.mil/jobs/>

<b>Announcement Number:</b> JITEC-2015-02SEOIC	<b>Opening Date:</b> 31 August 2015 <b>Closed Date:</b> 14 September 2015
<b>DUTY LOCATION:</b> West Virginia National Guard Joint Interagency Training and Education Center (JITEC), St. Albans, WV. Extensive Travel Required (1-2 weeks per month, 10 - 12 times per year). <b>UNIT OF ASSIGNMENT:</b> Parent WVARNG or WVANG Units (FTNGD-OS Reporting Unit is the JITEC) <b>FULL TIME SUPPORT POSITION:</b> Search and Extraction OIC <b>MILITARY DUTY TITLE:</b> NA	
<b>MIN GRADE AUTHORIZED:</b> O-1 <b>MAX GRADE AUTHORIZED:</b> O-3	<b>MOS:</b> Branch immaterial
<b>AREA OF CONSIDERATION:</b> Open to Army National Guard service members in the West Virginia Army National Guard or service members of other States eligible to interstate transfer (IST) to the West Virginia Army National Guard. <b>**THIS POSITION IS BASED ON THE AVAILABILITY OF RESOURCES**</b>	
<b>DUTIES INCLUDE BUT ARE NOT LIMITED TO:</b> The S&E OIC team member will work and communicate with 17 CERFP Teams and 10 HRF teams throughout the United States providing guidance and training in all aspects of Search and Extraction operations. Training involves ropes, confine space, reconnaissance (RECON), Tactical Operations Center (TOC) operations and structural collapse (breaching and breaking, shoring and lift and hauling). Serves as a Subject Matter Expert (SME) in assisting the S&E elements in planning, training and executing during Collective Training Events (CTE's) and External Evaluations (EXEVAL's). SME OIC duties include a range of the following: Base in the camp operations, staging area operations, occupation of the footprint, and cold zone/ hot zone operations. S&E OIC will manage a team of SMEs during TDY and conduct office duties, which will include: staffing of all meetings, counseling's, leave/ pass management, event staffing, SME's M-Day obligations and Defense Travel System (DTS) authorizations/ voucher completion.	
<b>REQUIRED QUALIFICATIONS:</b> <ol style="list-style-type: none"><li>1. One year of experience assigned and working in a CBRNE Enhanced Response Force Package (CERFP), Homeland Response Force (HRF), or Weapons of Mass Destruction Civil Support Team (WMD-CST).</li><li>2. DoD, IFSAC, or Pro-Board certified course in HAZMAT Operations.</li><li>3. ICS 100 and ICS 200</li><li>4. S&amp;E Basic Course</li><li>5. Inter-state transfer (IST) to the WVNG required if not in the WVNG.</li></ol>	

**PREFERRED QUALIFICATIONS:**

1. **Army Basic Instructor Course (ABIC) & Small Group Instructor (SGI) courses.**
2. **HSEEP course.**
3. **ICS 300 and ICS 400.**
4. **Observer / Controller / Trainer Course.**
5. **S&E Advanced Course**
6. **Fire Instructor 1 and 2 courses.**
7. **Ropes Level 1 and 2 certified.**
8. **Structural Collapse Level 1 and 2 certified.**
9. **Confined Space Level 1 and 2 certified.**

MUST MEET APFT and Height/Weight standards in accordance with AR 600-9.

**HOW TO APPLY:**

Application may be scanned and emailed to the JITEC CBRNE BN S1 at [ng.wv.wvarng.list.jitec-registration@mail.mil](mailto:ng.wv.wvarng.list.jitec-registration@mail.mil) or mailed to CBRNE BN S1, 5 Armory Drive, Saint Albans, WV 25177. **Applications must be received by 1600 of the closing date. Allow at least 10 days for regular mail. Failure to submit all the required documents by 1600 on the closing date will cause your application to be disqualified, and it will not be considered.** DO NOT SEND APPLICATIONS WITH BINDERS, CLIPS, OR TABS. **Applications will be retained in the CBRNE S1 Office for 30 days after selection. After 30 days, all applications will be destroyed. Members who desire to obtain a copy must do so before the 30 days expire. Any questions please call COM: (304) 201-3111 or DSN 661-3111.**

**PACKET REQUIREMENTS:**

- (1) A single page letter/memorandum expressing your interest in and qualifications for the position; include announcement number, and your contact information to include email and phone number. Identify three references with email addresses and phone numbers.
- (2) Resume
- (3) Application for Active Duty for Training (DA Form 1058-R [2 pages], dated July 1993, to include signatures in blocks 21a & 21b, 22, 23, 24, 35e & 35f, 36a-36d)
- (4) Last three OERs.
- (5) Last three DA Form 705s (Must have successfully completed an APFT within the last 6 months.)
- (6) DA 5500 or DA 5501 (if applicable) dated within 6 months.
- (7) Proof of Security Clearance (minimum Secret)
- (8) Retirement Point Assessment (RPAS) NGB FORM 23B
- (9) Officer Record Brief (ORB)
- (10) Current DA PHOTO

The hiring unit considers all qualified applicants without regard to sex, race, color, religion, national origin, politics, age, membership or non-membership in an employee organization.

KENNETH W. BARRETT  
LTC, AV, WVARNG  
Commanding

