AIR NATIONAL GUARD
117TH AIR REFUELING WING (AMC)
SUMPTER SMITH JOINT NATIONAL GUARD BASE
BIRMINGHAM, ALABAMA 35217

ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 21-022

OPEN DATE: 8 APRIL 2021   **EXPIRATION DATE: 7 MAY 2021**

Open To: STATEWIDE

Number of Positions: 1
Position Title: Client Systems (CUST SUPT)
Position Number: 09931171L
Minimum/Maximum Grade Authorized: SSGT-TSGT
Duty AFSC: 3D1X1
Security Clearance: Top Secret
ASVAB REQ'D: E:60; or E: 55 and Cyber-Test* 60
Unit/Duty Location: 117th Communications Flight

Selecting Official: Maj Mitchell June
HRO Remote: TSgt Jerica Waters (205)714-2686

If your current grade exceeds the maximum grade of this announcement, you must submit a written statement indicating willingness to accept an administrative reduction.

APPLICATION REQUIREMENTS

1. Signed NGB Form 34-1, https://www.ngbpdc.ngb.army.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833

2. Current Report of Individual Personnel (RIP): Obtain from Virtual Military Personnel Flight (vMPF)

3. AF Form 422: Must be signed and verified within 6 months from your Medical Group

4. Air Force Fitness Management System II (AFFMSII) Fitness Report: Must be Current and passing

5. All applications must be submitted with a completed AGR Eligibility Checklist, found in ANGI 36-101. Your unit's HRO Remote Designee or the appropriate FSS representative must complete this checklist.

Mail or hand carry completed application packages to:

JFHQ-AL MDM
ATTN: MSG John D. Kilpatrick
P.O. Box 3711
Montgomery, AL 36109-0711

AFSC 3D171, Craftsman
AFSC 3D151, Journeyman
AFSC 3D131, Apprentice
AFSC 3D111, Helper
 (Changed 31 Oct 20)

1. Specialty Summary. Deploys, sustains, troubleshoots and repairs standard voice, data, video network and cryptographic client devices in fixed and deployed environments. Sustains and operates systems through effective troubleshooting, repair, and system performance analysis. Manages client user accounts and organizational client device accounts. Related DoD Occupational Subgroup: 110000 and 115000.

2. ★Duties and Responsibilities:
2.1. Performs client-level information technology support functions. Manages hardware and software. Performs configuration, management, and troubleshooting. Removes and replaces components and peripherals to restore system operation. Installs and configures software operating systems and applications. Provides service to end-users for operation, restoration, and configuration of information systems. Reports security incidents and executes corrective security procedures. Manages client user accounts. [DCWF Code - 411, 451]
2.2. Performs client-level voice network functions. Manages client hardware and software. Performs configuration, management to include adds, moves, changes and troubleshooting between the wall outlet to the client device. Plans, schedules, and implements installation and maintenance functions associated with voice systems. Removes and replaces telephone instruments. Reports security incidents and executes corrective security procedures. [DCWF Code - 411, 451]
2.3. Performs client-level Personal Wireless Communication Systems (PWCS) functions with the exception of Land Mobile Radios (LMRs). Manages hardware, software and Controlled Cryptographic Items (CCI). Performs configuration, management, and troubleshooting. Plans, schedules, and implements installation and maintenance functions associated with PWCS. Removes and replaces components and peripherals to restore system operation. Reports security incidents and executes corrective security procedures. [DCWF Code - 411]
2.4. ★Plans, organizes and directs sustainment activities. Establishes work standards, methods and controls for preventative, scheduled, and unscheduled maintenance actions. Determines extent and economy of repair of malfunctioning equipment. Ensures compliance with technical data, instructions, and work standards. Develops and enforces safety standards. Interprets malfunctions and prescribes corrective action. Serves on, or directs inspection teams organized to evaluate base or command sustainment programs. Manages, or performs research and development projects for assigned systems. Coordinates and documents repairs. Manages, administers, controls, and evaluates contracts. Manages organizational client device accounts with the exception of LMR devices.
2.5. ★Develops and writes new or modifies existing specialized utility programs (scripts) following software assurance best practices. Tests specialized utility programs (scripts) to ensure they meet intended performance targets. Deploys specialized utility programs (scripts) to automate the deployment of software packages or simplify the collection of systems/software data.
2.6. As part of the Cyberspace Support career field family, performs IT project management duties to include; manage, supervise, and perform planning and implementation activities. Manages implementation and project installation and ensures architecture, configuration, and integration conformity. Develops, plans, and integrates base communications systems. Serves as advisor at meetings for facility design, military construction programs and minor construction planning. Evaluates base comprehensive plan and civil engineering projects. Monitors the status of cyber or communications-related base civil base civil engineer work requests. Performs mission review with customers. Controls, manages, and monitors project milestones and funding from inception to completion. Determines adequacy and correctness of project packages and amendments. Monitors project status and completion actions. Manages and maintains system installation records, files, and indexes. Evaluates contracts, wartime, support, contingency and exercise plans to determine impact on manpower, equipment, and systems. [DCWF Code - 802]
2.7. As part of the Cyberspace Support career field family, conducts defensive cyber operations (DCO) and associated support activities to defend DoD and other friendly cyberspace. DCO includes passive and active cyberspace defense operations to preserve the ability to utilize friendly cyberspace capabilities and protect data, networks, net-centric capabilities and other designated systems as well as passive defense measures intended to maintain and operate the DODIN and other networks such as configuration control, patching and firewall operations. Support activities includes but not limited to maintenance of cyber weapons systems, functional mission analysis, mission mapping, tool development, stan-eval, mission planning and data analysis. [DCWF Code - 511, 521, 531, 541]

3. Specialty Qualifications:
3.1. Knowledge. Knowledge of: IT fundamentals, test equipment, special tools, maintenance, management, and security practices is mandatory.
3.2. Education. For entry into this specialty, completion of high school or general educational development equivalency is mandatory. Additional courses in mathematics, computer science, computer principles, or information technology is desirable. Any network or computing commercial certification is desirable.
3.3. Training. For award of AFSC 3D131, completion of Client Systems initial skills course is mandatory.
3.4. Experience. The following experience is mandatory for award of the AFSC indicated:
3.4.1. 3D151. Qualification in and possession of AFSC 3D131. Also, experience performing functions such as client systems support.
3.4.2. 3D171. Qualification in and possession of AFSC 3D151. Also, experience performing or supervising functions such as client systems support and management of information systems.
3.5. Other. The following are mandatory as indicated: 3.5.1. For entry into this specialty, see attachment 4 for additional entry requirements.
3.5.2. For entry, award, and retention of this specialty: 3.5.2.1. A valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Vehicle Operations* is desired.
3.5.2.2. Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards.*

NOTE: Color vision requirement does not apply to personnel awarded AFSC 3D1X1 as of 30 Apr 2012 or before which includes those in the recruiting pipeline and scheduled for or attending the 3-skill level technical training course as of that date.

3.5.3. For award and retention of this AFSC: 3.5.3.1. Must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security.*

3.5.3.2. Specialty routinely requires work in the networking environment. 3.5.3.2.1. Must attain and maintain a minimum Information Assurance Technical Level II certification IAW AFMAN 17-1303, *Cybersecurity Workforce Improvement Program* and DoD 8570.01-M *Information Assurance Workforce Improvement Program*.

3.5.3.3. Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environments.

3.5.4. For award and retention of AFSCs 3D151/71:

3.5.4.1. Completion of a T3 background investigation according to AFMAN 16-1405, *Personnel Security Program Management*.

*NOTE***:** Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to AFMAN 16-1405. to the 7-skill level only.