

**IOWA ARMY NATIONAL GUARD
M-DAY VACANCY ANNOUNCEMENT**

POSITION VACANCY NUMBER: MDV #24-111 **CLOSING DATE:** Indefinite

UNIT/DUTY LOCATION: HHC 168 Infantry Battalion / Council Bluffs

MINIMUM RANK TO APPLY: SGT (P) **DUTY MOS:** 25E30

DUTY POSITION: Electromagnetic Spectrum Manager

FULL-TIME STAFF POC: SFC Jamie Bricker **PHONE:** (515) 331-5552

LEADERSHIP POSITION/TYPE: No / N/A

ELIGIBILITY REQUIREMENTS TO BE CONSIDERED FOR THIS POSITION

GENERAL REQUIREMENTS:

1. Not currently “Flagged from Favorable Personnel Actions” or under a “Bar to Reenlistment.”
2. Must be or be able to complete **25E** MOSQ within 12 months of assignment.
3. Must be able to meet the required service obligation (minimum of 12 months from course completion).
4. A Soldier who has a remaining contractual service obligation due to an incentive contract for a specific MOS or UIC may apply for non-standard vacancies, but will lose remaining incentive payments with the possibility of recoupment, as applicable.
5. Must not be currently stagnant on NCOES/PME. (to include DLC requirements).
6. Soldiers command removed or self-removed from promotion consideration are not eligible to apply.

MOS SPECIFIC REQUIREMENTS:

1. A physical demands rating of Moderate (Gold).
2. PULHES: 222221.
3. Normal color vision.
4. A minimum score of 105 in aptitude areas GT and EL.
5. A minimum OPAT score of Long Jump (LJ) - 0120 cm, seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demand Category of “Moderate” (Gold).
6. A SSG with less than 12 years in service.
7. A SSG must have Advanced Leader Course (ALC) common core (CC) or Structured Self Development (SSD) II completed.
8. SSG waiver may be granted to a SGT promotable with ALC CC or SSD II completed by the Commandant, US Army Signal School, ATTN: ATSO-CD, Ft. Eisenhower, GA 30905-5300.
9. A security eligibility of SECRET is required for the initial award of MOS. Must remain eligible to receive security access of TOP SECRET to maintain MOS.
10. Ability to read, comprehend, and clearly enunciate English.
11. A U.S. citizen.
12. Formal Training (completion of MOS 25E Course conducted under the auspices of the USA Signal School) mandatory or waiver may be granted by Commandant, U.S. Army Signal School, ATTN: ATSO-CD, Ft Eisenhower, GA 30905-5300.

TRAINING:

1. 10 weeks and 2 days

SUMMARY OF DUTIES:

The electromagnetic spectrum manager develops, produces, and distributes the Signal Operating Instructions (SOI) using computer software programs; maintains a database of frequency requests and assignments and performs periodic reviews and updates; takes steps to resolve frequency interference reports and maintains a database of interference incidents; prepares and forwards properly formatted frequency requests to the appropriate military or civilian agency for coordination and approval and maintains contact with them; performs unlimited frequency planning, selection, and deconfliction using automated tools; performs system field level maintenance on authorized signal equipment and associated electronic devices; and operates and performs preventive maintenance checks and services (PMCS) on assigned vehicles and power generators.

1. Receives communications network input, interprets information, and creates frequency plans, organizes the data logically, and generates and distributes SOI to all users electronically or in paper copy. Prepares properly formatted frequency requests, forwards the request to the appropriate civilian or military agency, receives the frequency approval, and submits assignments to the frequency database. Generates Satellite Access Request (SAR) to proper controlling authority, receives Satellite Access Authorization, receives satellite frequency approval, submits assignment to frequency database, and informs user of the authorized frequencies. Performs regular frequency database reviews and submits requests for update when necessary. Receives requests for frequency use authorization, nominates frequencies from frequency databases, makes assignments in the database, and notifies the requestor of the assignment. Maintains contact with military and civilian agency for the request and deconfliction of frequency use within the areas of responsibility. Ensures spectrum supportability for frequency emitting equipment which is being used within a specified area and obtains electronic warfare (EW) clearances. Receives frequency interference reports from victim units, takes appropriate steps to resolve interference, reports problem to higher headquarters for assistance, and maintains frequency charts, diagrams, reports, and a database of frequency interference incidents. Performs field level maintenance on authorized signal equipment and associated electronic devices. Operates and performs PMCS on assigned vehicles and power generators. 25E3O will not perform duties as Drill Sergeants or Recruiters.

Application Documentation:

A complete application packet consists of the following documents:
(Packets will be in the following order)

1. Vacancy Announcement
2. Soldier Selection Board Record Brief
3. Last 3 NCOERs (if applicable)
4. APFT and Weigh Control History (DTMS History Report Printout)
5. MedPros Printout
6. Memo of Non-Flagging Actions (Must be signed by 1SG/Commander_
7. Incentives Counseling
8. ACASP supporting documentation (if applicable)

Application Instructions:

Documents need to be scanned as **one PDF labeled as Vacancy# Last name i.e. MDV #20-001 Snuffy**. Do not scan documents individually.

Where to forward application:

Mail: The Adjutant General of Iowa, ATTN: NGIA-PER-EPM, 7105 NW 70th Ave, Johnston, Iowa 50131-1824

Applications can be emailed to nq.ia.iaarnq.list.per-epm@army.mil. The subject line of the email will be marked as "Application Packet for M-Day Vacancy # _____ - _____."

Applications must be received and stamped into this office no later than 1630 or close of business on the closing date of announcement. Incomplete or late packets will not be accepted.

**Documents need to be scanned as one PDF. Do not scan documents individually.
Packets not scanned as one document will be returned without action.**

Notification Instructions:

Notifications of selection/non-selection will be sent to the Soldier's Enterprise e-mail address via MSC PSNCO.

Questions concerning the contents of this notice may be directed to the Full Time Support POC listed on the front of this announcement.