

**DELAWARE NATIONAL GUARD
STATE POSITION VACANCY ANNOUNCEMENT**

ADMINISTRATIVE DATA:

Position Title:	Announcement Number:	Opening Date:	Application Deadline:
Security Officer	PVA # 2-26	2-Jul-25	1-Aug-25
Position Description #:	Position Number:	Pay Scale & Grade:	Salary Range:
S84530-02	11498/11499/11502/11504	GS-07	\$55,052.00 - \$71,571.00
Appointment Type:	Military Requirement:	Department:	Occupational Series:
Indefinite	Dual Status	Air	0085
Supervisory/Managerial Status:	Work Schedule:	Travel Required:	Relocation Authority:
No - Neither	Full-Time	Not Required	No
State Personnel Branch Contact Information:		Work Location:	
Email: ng.de.dearng.list.hro-state@army.mil Phone: 302-326-7477		166th Security Forces Squadron New Castle, DE 19720	

AREA OF CONSIDERATION:

- ☐ **AREA I** - All presently employed permanent/indef Title 20 Dual Status employees of the Delaware National Guard.
- ☐ **AREA II** - All presently employed permanent/indef Title 20 Non-Dual Status employees of the Delaware National Guard.
- ☒ **AREA III** - All current military members of the Delaware National Guard (Army or Air) eligible for Title 20 employment.
- ☐ **AREA IV** - All other presently employed permanent employees of the Delaware National Guard eligible for Title 20 employment.
- ☐ **AREA V** - All personnel eligible for Title 20 employment in the Delaware National Guard.

SELECTIVE PLACEMENT FACTORS:

APPLICATION PROCEDURES: All interested applicants for this position must submit a completed DNG State Employment Application, Resume, Copy of front and back of valid Driver's License (or State Issued ID), & supporting/miscellaneous documents as required in the individual PVA. Application packets should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the PVA. Do not include photo copies of awards, letters of commendation, enlisted or officer performance reports, performance appraisals, and personal photos unless specifically requested in the PVA.

Application packet must be forwarded to Joint Force Headquarters, ATTN: NGDE-HRO-SP via email to: ng.de.dearng.list.hro-state@army.mil as one package, NOT LATER THAN 5:30:00 p.m. on the business day of the Application Deadline of the position. Applications received AFTER the application deadline WILL NOT BE CONSIDERED.

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

EVALUATION METHOD: All applicants will be evaluated against the mandatory qualifications identified on this announcement IAW the NGB Qualifications Standard and/or the OPM Qualifications Standards as appropriate. Evaluation is based on the information provided by the applicant to determine if the individual possesses the minimum qualifications necessary to perform the duties and responsibilities of the position.

EQUAL OPPORTUNITY: The Delaware National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to political, religious, or labor organization affiliation or non-affiliation, marital status, race, color, sex, national origin, age, non-disqualifying physical challenges (applicable only to competitive appointments) or any other factor not job related.

CONDITIONS OF EMPLOYMENT

1. Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment.
2. No commitment will be made to any nominee prior to a review of qualifications by this office.
3. A pre-placement physical/examination MAY BE required for employment. (see position description)
4. Must be able to obtain and maintain a SECRET Security Clearance
5. Applicants must be legally authorized to work in the United States. DNG participates in E-Verify.

Phillip M. Croall
Delaware National Guard
Director, Human Resources

DISTRIBUTION:
1 – Requesting Official
1 – DNG Website

SUMMARY OF DUTIES AND RESPONSIBILITIES

The complete position description is on file in the HRO (State Personnel Branch) and available for review upon request

- Ensures normal and emergency situations are handled in accordance with directives, operating instructions, and checklists. Ensures published directives and checklists are complied with. Uses judgment for unusual situations not covered by established procedures, or when contact or coordination cannot be made with higher authority.
- Controls entry to installation. Patrols on foot or in motorized/non-motorized conveyance on base premises. Reports any act which appears suspicious or unauthorized. Arrests/apprehends and detains those involved, making complete report to supervisor and/or any other manager within the chain of command. Prepares detailed written reports reflecting all facts and incidents for further action. Enforces a variety of traffic laws, including those related to speed, reckless or drunken driving, and more serious offenses such as theft and robbery. Deals with a number of misdemeanors and felony offenses, while having a complete knowledge of pertinent law, police methods and techniques, and knowledge in protecting the rights of persons, including suspects.
- Performs Base Defense Operations Center (BDOC) duties, including, but not limited to, receiving and recording radio, telephone, and personal messages and instructions involving emergencies, complaints, violations, accidents, and requests for instructions and assistance. Transmits messages and instructions to on-duty shift personnel for both emergency and routine patrol responses. Coordinates security procedures for aircraft arriving at the installation. Operates security police computers, assuring that only correct and accurate data is entered, and that only authorized personnel have access to the computer and the data stored therein. Utilizes the computer to obtain vehicle registration data for completion of reports, listing of authorized controlled/restricted area badges, obtaining equipment and personnel management products and listings. Inputs and extracts data from the Security Police Automated System, to include preparation of the Security Police Desk Blotter.
- Performs duties as a member of ground defense force unit, participating in tactical defense postures as a member of quick reaction forces to deny infiltration or attack. Controls terrain in and around site. Defends personnel, equipment, and operational resources from all forms of hostile ground, airborne, or helicopter assault, to include recovery operations of hostages and weapon systems. Performs tactical drills, battle procedures, and other duties. Operates special purpose vehicles, tactical communications equipment, and other special purpose equipment.
- Participates in advanced training courses and exercises in order to increase proficiency and update knowledge and skills.
- Participates in environmental protection, HAZMAT, disaster control and relief operations. Secures scene and performs first aid and buddy care.
- Responds to alarms and incidents, conducts initial and/or follow-up investigations. Arrests/apprehends violators, conducts search of individual(s) and property, advises personnel of their rights, confiscates contraband, seizes and safeguards evidence. In emergency situations, takes total charge of the scene until senior personnel arrive.

SIGNIFICANT INFORMATION PERTAINING TO THIS POSITION

- Must maintain currency in 3P031 AFSC or 31B MOS for military compatibility
- Military Rank Required:
 - Minimum = E1
 - Maximum = E7
- Position may be converted to permanent upon management's discretion without further competition.

QUALIFICATION REQUIREMENTS:

GENERAL EXPERIENCE:

Must be qualified in the use of required firearms and be able to be armed, as required, in the performance of duties.

SPECIALIZED EXPERIENCE:

At least one year experience at the GS-06 level or equivalent such as work with a Federal, State, municipal, local, or private protective organization that involved the protection of property against such hazards as fire, theft, damage, accident, or trespass; or maintaining order and protecting life. Such experience must have provided a knowledge of protective systems and techniques. Acceptable experience includes service in the Armed Services or Coast Guard that involved the performance of guard duties on a regular or intermittent basis.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: N/A

QUALITY OF EXPERIENCE: Length of time is not of itself qualifying. Applicant's experience will be evaluated on the basis of duties performed rather than strictly on the rank of the individual. The applicant's record of experience, training, and education must show possession of the knowledge, skills and abilities needed to fully perform the duties of the position.

PROBATIONARY PERIOD

Employees will normally serve a one year probationary period. The probationary period is the initial one year intended to ensure the employee is capable of performing the duties of the job and to determine whether they have the qualities needed for continued employment. (TPR 300 para 1-7)