

ARNG ACTIVE DUTY FOR OPERATIONAL SUPPORT COUNTERDRUG VACANCY ANNOUNCEMENT

**STATE OF WYOMING MILITARY DEPARTMENT
Counterdrug Support Program
5410 Bishop Boulevard
Cheyenne, Wyoming 82009**

12 JUL 2019

Announcement is made of the following ADOS/FTNGD-CD (Full Time National Guard Duty Counterdrug) position. A brief description of duties and responsibilities is included in this announcement.

Position Title: **Criminal Analyst**
Closing Date: **5 August 2019**
Max grade authorized: **E-6**
Minimum grade authorized: **E-4**
Unit/Duty Location: **DCI Field Office / Evanston, WY**
Security Clearance: **Secret (or ability to apply for Secret)**
Selecting Official: **WO1 Matthew Schafer, Counterdrug Coordinator (CDC)**

Compatibility Criteria:

1. Urinalysis testing is required upon entry on active duty, and personnel are subject to periodic testing while on active duty. These requirements are in addition to testing by units of assignment during IDT/IAD under the JNGSAP.
2. Required to continue attendance at IDT/IAD and Annual Training while on FTNGD-CD.
3. Counterdrug ADOS tours are based on funding from fiscal year to fiscal year. Positions within the Counterdrug Program can be terminated based on funding availability.
4. Requirement of criminal records checks, and/or security screening by Law Enforcement Agencies (LEAs).
5. Standards of Conduct.
 - (a) National Guard members participating in the Counterdrug Support Program are required to comply with state laws and with DoD 5500.7-R. They are required to uphold the highest standards of conduct and personal appearance.
 - (b) Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval of CDC according to Para 8-25 of this regulation.

6. This position is open to all current members or those individuals eligible to join or transfer to the Wyoming Army National Guard.

(a) This position may be filled from within the Counterdrug Program regardless of rank or service.

7. All applicants must apply by submitting all of the documents listed under the "Instructions for Applying" section to Counterdrug office.

8. A brief description of duties and responsibilities and the instructions on how to apply for this position are at the end of this announcement.

Special Requirements:

- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- New ADOS accessions will be placed on an initial ADOS tour through the end of the fiscal year. A subsequent tour is dependent on funding availability.
- Faxed/e-mailed applications will be accepted, for those individuals currently deployed.
- Applications will not be returned.

The State of Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, national origin, sex, political affiliation, or any other non-merit factor.

Wyoming Counterdrug Program Points of Contact:

WO1 Matt Schafer, (307) 772-5954, matthew.w.schafer.mil@mail.mil.

MSgt Sierra Stevens, (307) 772-5014, sierra.i.stevens.mil@mail.mil

INSTRUCTIONS FOR APPLYING

Individuals may apply by submitting the following required documents to the Wyoming Military Department, Wyoming Counterdrug Support Program, 5410 Bishop Boulevard, Cheyenne, WY 82009, so as to arrive not later than close of business on the closing date of the announcement. **Applications not containing all of the required forms will not be considered.** Copies are acceptable.

- **Counterdrug Application Packet:** Complete entire application packet, make sure it is signed and dated, and verify all documentation listed below is included.
 - **DA FORM 1058-R:** Application for Active Duty for Training, Active Duty for Special Work, Temporary Tour of Active Duty form must be signed and dated by Records Custodian and Commander.
 - **CDWY Form 6, Annual Medical Review:** Must be routed through chain of command to the Deputy State Surgeon for signature
 - **DD Form 369 Police Record Check:** Section I & II filled out and signed by applicant, Section III must be filled out and signed by local Police Department.
 - **Commanders Recommendation:** Recommendation memorandum from Home Unit Commander for duty with verification of meeting retention standards and no negative actions against applicant.

- **Two Letters of Recommendation:** One must be from a recent supervisor.
- **Current Resumé**
- **Physical Fitness Verification:** DA Form 705 Army Physical Fitness Score Card (Army) current within 6 months.
 - DA Form 5500/5501
- **Enlisted Record Brief**
- **Security Clearance Verification:** JPAS printout or memorandum signed by a Security Manager verifying applicant's security clearance.

NOTE: It is the responsibility of the individual Soldier/Airman applying for a full time position to ensure their personnel records are complete and up to date, and to ensure all basic qualifications noted in the description of duties are met. We may elect to not consider any waiver, to include medical.

Eligibility Requirements:

1. Applicant must receive a written recommendation from their unit commander or designated equivalent or higher ranking officer.
2. Selectees must meet medical retention standards as set forth in AR 40-501 Chapter 3 and Chapter 10.
3. All applicants must undergo favorable drug testing upon entry on FTNGDCD.
4. Applicant must have a favorable Entrance National Agency Check/National Agency Check (ENTNAC/NAC) within past 10 years (security clearance is preferred).
5. Applicant must have a favorable investigation/security check by LEA (Law Enforcement Agency) completed upon selection.
6. Applicant must have a favorable interview by the CDC, Operations NCO, Senior Intelligence Analyst, and LEA representative.

BRIEF POSITION DESCRIPTION:

Criminal Analyst Support. Focus on four core competencies: Link Analysis, document exploitation, commodity-financial analysis, and case construction. Other duties include: approved Criminal Analyst duties in support of drug law enforcement or counter-terrorism agencies to include the creation of graphs, charts, maps, and toll analysis of suspected individuals or organizations; assistance in the design, development, and daily maintenance of operational intelligence databases; compilation, review, and input of raw data; preparation of reports necessary for successful investigational and prosecutorial purposes; performance of necessary case research; mastery and daily utilization of analyst specific software and hardware systems; appropriate or coordinated dissemination of criminal information; and conducting strategic and tactical analysis of case information. Must have the ability to do the following: work cooperatively with employees from other law enforcement agencies, organize and present accurate information in a logical sequence, complete tasks in a timely manner with minimum supervision. Knowledge of the criminal justice system is helpful. Position will require some travel.