

SAD VACANCY ANNOUNCEMENT
DIVISION OF MILITARY & NAVAL AFFAIRS
ATTN: SAD Administrative Office
330 OLD NISKAYUNA ROAD
LATHAM, NEW YORK 12110-3514
(518) 786-4952

SUBMIT PACKET AS ONE PDF FILE

ANNOUNCEMENT NUMBER: SAD 18-05

OPENING DATE: Immediate

CLOSING DATE: Until filled

Minimum Grade: E1

Maximum Grade: O2

Number of Positions: 1

POSITION TITLE: SAD IT specialist

*This position is a NY Mil Law Section 6 State Active Duty position

MOS: All Considered (25 Series career field preferred)

AFSC: All Considered (3D Series career field preferred)

SALARY: Military pay equivalent to active duty of corresponding grade, rating and length of service, or \$125 a day, whichever is greater. **Service members cannot be paid for both State Active Duty and Federal Duty on the same day.**

UNIT & LOCATION: Joint Force Headquarters, 330 Old Niskayuna Road, Latham, NY 12110

SELECTING OFFICIAL: MAJ John McBride (interview process)

ELIGIBLE CANDIDATES: Applicants must be a drilling member in good standing in the NYARNG or NYANG.

POSITION DESCRIPTION: This position is located at Joint Force Headquarters NY within the G6 directorate. Service Member will primarily be responsible for managing Information Technology issues for all users within the New York National Guard. Additional responsibilities may include but is not limited to inputting tickets in ITSM, assisting with the Help Desk Call Center operations or performing desk side IT support in or around Latham HQ. Service Member must have excellent communication skills and live within commuting distance. Typical working hours are 0800-1600 Monday-Friday however there may be instances where Service Members will be required to perform duty outside typical working hours or on weekends..

QUALIFICATION: Applicants must be and remain “in good standing” with their home units.

“In good standing” includes:

- Permission from Commander start on State Active Duty
- Not medically flagged for any reason
- Current and passing APFT/Physical Fitness Test

APPLICATION INSTRUCTIONS:

Applicants must submit all of the required documents below thru email to MAJ John McBride at john.b.mcbride3.mil@mail.mil

Applicants will be notified of interview time and date.
Interviews will be conducted at JFHQ.

REQUIRED DOCUMENTS:

- Application to perform State Active Duty (Application on main SAD jobs page)
- SAD letter of good standing (Template can be found on main SAD jobs page)

POINT OF CONTACT:

For questions regarding position details contact:
MAJ John McBride
518-786-4465

For questions regarding application process or administrative requirements
contact: 1SG Jason Lehman
Jason.s.lehman.mil@mail.mil