

**Idaho Army National Guard
Human Resource Office
4794 General Manning Ave, Bldg 442
Boise, Idaho 83705-8112**

NGID-HRO-AGR

14 June 2022

SUBJECT: FTNGD ANNOUNCEMENT NUMBER #22-008

1. Full Time National Guard Duty (FTNGD) Position Vacancy Announcement in the Idaho National Guard. This announcement will be posted to unit bulletin boards.

POSITION TITLE:	Criminal Analyst
ADOS TOUR DATE:	30 September 2022, with the ability to extend up to 3 years
MOS/AFSC:	MOS Immaterial
DUTY LOCATION:	Various Locations, Idaho
AUTHORIZED GRADE:	E1-E4
ELIGIBILITY:	Open to current Service members in the Idaho Army and Air National Guard who hold the grade of E4 or below. Currently living within commuting distance of hiring location.

CLOSING DATE: 30 June 2022

2. **EQUAL OPPORTUNITY:** The Idaho National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. **EMPLOYMENT:** Employment is temporary and based on the availability of funds and/or mission requirements.

4. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date this announcement, i.e. DTMS, IMR, RPAM.

- a. FTNGD Application Checklist. Documents must be organized in this manner. This can be found attached to this announcement or on the Idaho National Guard Human Resource website at: <https://inghro.idaho.gov/hr/forms/forms.htm#formsArmyAgrJobs>
- b. DA Form 4187 (Required upon selection)
- c. Complete DA Form 1058-R (Sep 17) (Must be signed and dated by applicant and unit commander).
- d. MEDPROS Individual Medical Readiness Record displaying evidence of current Chapter 3 physical examination within last 5 years or PHA within one year and HIV testing within last 2 years. MEDPROS IMR Record can be obtained by accessing your AKO / Health Resources

Dropdown / My MEDPROS (view my record) / Forms / IMR Record. Medical documentation other than MEDPROS Individual Medical Readiness Record will not be accepted.

- e. Digital Training Management System (DTMS) APFT and Height/Weight Report. Must be signed and dated by unit Training or Readiness NCO. A letter of explanation is required for any absence of record APFT or Ht/Wt entries. ***(Last record APFT will be accepted. HT/WT must be within the last six months.)***
- f. Retirement Point Accounting Management (RPAM, NGB Form 23B).
- g. Counseling Form DA 4856 (Signed and dated by applicant).
- h. PM-66 FTNG Code of Conduct (Must be initialed, signed, and dated by applicant).
- i. DA 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).
- j. Security Clearance Eligibility Verification (Memorandum signed by a Security Manager verifying applicant's security clearance).
- k. Resume
- l. Commander's Letter of Recommendation
- m. Two Letters of Recommendation (One must be from a current supervisor).
- n. Counterdrug Informed Consent (Signed and dated by Soldier).
- i. Completion and submittal of DD Form 2807-1 (Do not submit unless selected for position).

5. If selected, the hiring program manager will complete the DA 4187.

6. Incomplete applicant packets will be returned to the Soldier without action. Packets may be emailed or sent via mail carrier. Packets may be emailed to alice.a.randolph.mil@army.mil. Mailing of application packets using military postage is prohibited. Application packets must arrive at the following address **no later than 1630 hours on the closing date** specified in this announcement:

**IDNG Counterdrug Support Program
ATTN: CSM Randolph
20690 Gravelly Lane
Wilder, ID 83676-6098**

7. POC for further information is CSM Alice Randolph at DSN (208) 272- 4140 or alice.a.randolph.mil@army.mil

VALERIE J LANDEROS MARQUEZ
SPC, IDARNG
Transitions NCO

Counterdrug Criminal Analyst

Duties:

- The purpose of the position is to support local, state, federal, and tribal law enforcement agencies with short/long term drug investigations, data entry, charting, development of graphics, visual aids, presentations, and suspect packets.
- Must have basic computer skills and be familiar with Microsoft Word Systems.
- Travel will be required for additional training for the position. Coordinate with Domestic Highway Enforcement Teams (DHE), High Intensity Drug Trafficking Area (HIDTA) counties/taskforces to ensure proper tracking of seized items and proper documentation into several databases through networking and clear communication.
- Deconflict events or subjects related to investigation across the State as a member of the Rocky Mountain Information Network's Watch Center.
- Maintain a running log of seized drug related items that will be utilized for creating charts and visual aids for Senior Law Enforcement Officers, Government Officials.
- Attend monthly intelligence analyst meetings within the Boise Area to meet with other analysts from local Law Enforcement agencies.
- Keep in communication with the local, state, federal, and tribal law enforcement agencies. Must be able to pass a polygraph and random drug testing.