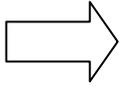
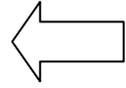


COMMANDANT DRIVER POSITIONS



A Vacancy is NO LONGER expected in AY11.



This program requires the submission of a package and E-Resume at the time of application.

Job Description

The Commandant's Driver is a very rewarding and demanding position. The member is constantly in the public eye and in some instances may be the point of contact with the public. This position frequently requires long and irregular hours and constant adherence to demanding personal and physical standards. Satisfactory completion of the two year tour will result in an assignment priority of four.

Individuals who are not tour complete may apply however the CO's Endorsement must address gap issues.

All Petty Officers who meet the minimum qualifications detailed in article 4.E.2 of the CG Personnel Manual, COMDTINST M1000.6A, as well as the requirements outlined below are encouraged to apply.

Minimum Qualifications:

- You do not have to be tour complete to apply. However, the CO's Endorsement must address gap issues.
- The majority of positions are PO2 with one position for a PO3 (see the Special Assignments Shopping List for upcoming vacancies).
- Must be in excellent mental and physical condition and demonstrate superb personal character, reliability, and appearance.
- Must be an outstanding performer that works independently and possesses exceptional maturity and sound judgment.
- Must have a current National Agency Check on file in Direct Access and be eligible for a Top Secret Clearance.

Timeline

Full applications and E-Resumes are due NLT 16 Jul 2010.

AY11 Application Packages – Assemble as follows (top to bottom):

- CG Memo from the member explaining why he or she desires the position. Do not exceed one page.
- New Page Command Endorsement addressing the members qualifications and eligibility including comments on performance, professionalism, grooming, interpersonal skills, and the ability to successfully perform duties as the Commandants Driver. If the applicant is not tour complete, commands must address any backfill issues.
- Most recent signed Enlisted Employee Review.
- Full length front and side profile color photo in Tropical Blue Long Uniform, uncovered.
- Credit Disclosure Authorization (DHS Form 11000-9). Additionally, print your full home address and Drivers license number (including state issued) in the bottom left corner of this form.
- A recently completed (within the last 3 months) SF-86 (from Adobe Forms) or recent paperwork (last 3 months) printed from E-QIP. This requirement is not to see if you have a security clearance. This is required to facilitate a proper background check and disclosure based on current information.

Submit packages electronically as a .PDF file to CWO Steven Merchant at: Steven.E.Merchant@uscg.mil. Files must contain signatures. Hard copy is not necessary or desired unless the applicant does not have email connectivity.

If unable to send electronically, mail packages to:

CG Personnel Service Center (CG-PSC-epm-2)
Attn: Special Assignments
4200 Wilson Blvd STE 1100
STOP 7200
Arlington, VA 20598-7200