

Arkansas Army National Guard

Announcement for Active Guard Reserve (AGR)

Position Vacancy Announcement

SECTION I: Administrative

(Authority: Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5)

Position Title: Readiness NCO	Position Number: 19-134A	Open Date: 22 July 2019 Close Date: 4 August 2019
MOS/Branch of Position: 12B	Position PULHES: 111221	Enlisted Not to Exceed SFC/E-7
HRO Point of Contact		Duty Location
Human Resource Office Telephone#: (501) 212-4201		Co A, 239 th BEB Camp Robinson

SECTION II: Area of Consideration

(1) Priority Placement Roster; (2) Lateral (Military Occupational Specialty (MOS) or MOS's listed Onboard AGR only) submit lateral request; (3) AGR Promotion List; (4) Onboard AGR members of the Arkansas Army National Guard (AR ARNG) who possess the required MOS; (5) Members of the Arkansas Army National Guard (AR ARNG) who are able to obtain required MOS; (6) Those eligible to become members of the Arkansas Army National Guard (AR ARNG), who possess or are able to obtain required MOS.

SECTION III: Qualification Requirements *(Upon selection for this position, individual must possess or initiate a National Agency Check with Inquiries (NACI) background investigation. A favorable determination based upon investigative results is mandatory for this position. Failure to meet these requirements will result in termination of employment.)*

Note: Onboard AGRs must have completed 18 months in current assignment

- **Lateral:** Must be an onboard, current AGR member of the AR ARNG; possess MOS 12B and minimum grade of SFC/E-7. Must possess or be able to obtain a secret security clearance.
- **Onboard Non-MOSQ and New Hire** Must be in a minimum grade SSG/E6. Must be able to obtain 12B MOS within 12 months. Must possess a minimum ASVAB CO aptitude score of 87.
- **Medical Qualifications:** The physical profile (PULHES) requirement for this MOS is no higher than 111221. Soldiers with a numerical indicator of P3 or P4 in any profile factor (PULHES) must have been determined fit for duty and world- wide deployable by a Medical Review Board. Soldiers with outstanding medical issues (temporary profiles) are not qualified for entry into the AGR Program. Must have a physical demands rating of very heavy
- **Other Requirements:** Upon selection, must complete mandatory Full-Time Support (FTS) training at the Professional Education Center (PEC) within 6 months of assignment if applicable. **Note:** Individuals who exceed the maximum grade of this position (see Military Grade Requirement above) may apply; however, they will be required to accept an administrative reduction in grade prior to being placed into this position.

SECTION IV: Placement Factors

Selectee will be subject to uncommon tours of duty, rotational shift assignments and overtime duty. May be required to fly in military or commercial aircraft for TDY purposes. Must meet the requirements of AR 600-9 (height/weight). Must meet the requirements of chapter 3 in lieu of chapter 2, as per AR 40-501, for accession into the AGR program. Must meet the requirements of Chapter 2, (except as noted above) NGR 600-5 prior to appointment. Upon selection, will be assigned to a compatible military position in **CO A, 239th BEB, MOS 12B**. Must reside or agree to move within commuting distance of duty location. Onboard AGR soldiers will meet the minimum criteria of NGR 600-200. **POSSIBLE 3-YEAR ASSIGNMENT AS A RECRUITING AND RETENTION NCO DURING SELECTEE'S CAREER.**

SECTION V: Summary Of Duties

Must have working knowledge of ARARNG personnel, administrative, and logistics functions. Must have experience with common computer applications (i.e., Microsoft Office, ATRRS, AFCOS and 1379 Program. The incumbent provides supervisory manpower to enhance the readiness of the unit (training, mobilization planning, supply, maintenance, and pay and personnel functions relating to the welfare of the soldiers and mission capability). The Readiness NCO will be involved in the day-to-day conduct and supervision of these functions and act as the commander's representative and spokesman in the daily operation of the unit to ensure the highest readiness status of the unit. Responsible for supervising the successful accomplishment of the commander's mobilization readiness objectives. Anticipates and recommends solutions for needs of the unit in all aspects of the mobilization readiness. Advises the commander on training, logistics, personnel and unit mobilization readiness requirements and ensures that the unit develops, updates and maintains comprehensive mobilization plans. Reviews and implements mobilization directives and regulations. Supervises the development and monitoring of a comprehensive MOS qualification training program. Advises officer personnel on military education requirements and prepares applications for Army service schools and extension centers for them. Provides assistance and guidance in the preparation for and execution of unit training and other mobilization readiness related activities. Responsible for monitoring individual training records and keeping the commander informed on the individual training status of unit personnel. Works with the commander in monitoring the recruiting and retention activities of the unit. Is directly involved in the maintenance of strength and personnel readiness issues of the unit to include employer support and family programs. Establishes a direct line of communication with training and mobilization action personnel at higher headquarters. Performs other duties as assigned.

SECTION VI: Instructions for Applying. **Applications must be emailed to HRO. The email address for HRO is: ng.ar.ararng.mbx.hro-jobs@mail.mil. E-mailed applications must be submitted in one .pdf file unless prior coordination has been made to submit the application in a different format.**

Evaluation will be based on the qualification requirements stated in the announcement; therefore, it is important that every requirement on the announcement be addressed on NGB Form 34-1. To be considered qualified, applicant must meet qualification requirements as of the closing date of this announcement.

Whenever possible, experience should be fully explained. "YES" answers in Part IV of NGB 34-1 (except item 9) must be explained on a separate attachment. Substantial changes in duties and responsibilities during a job should be fully explained so that appropriate credit may be given.

Submit the following required attachments to the NGB 34-1 in the order listed below

1. **NGB 34-1- Application for Active Guard/Reserve (AGR) Position. NGB 34-1 must be signed in original ink/digital signature.**
2. **MEDPROS Individual Medical Readiness (IMR) Report** within last 12 months.
 - * Soldiers with any type of permanent profile must include a current copy of their **DA Form 3349**. Ht/Wt must be listed on either the IMR or DA 705, or both.
3. **DA Form 705, APFT Scorecard** (must be within 12 months). Ht/Wt must be listed on either the IMR or DA 705, or both.
4. **Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5501-R for females).**
 - * If your weight on any document you submit with your application exceeds the screening table weight allowed in accordance with Army Regulation 600-9 you must include a Body Fat Content Worksheet.
5. **Enlisted Records Brief (ERB)/Officer Records Brief DA Form 4037 (ORB)**
 - * If ERB does not include ASVAB scores, you must also attach **DD Form 1966/1 or other record of ASVAB scores/course completion.**
6. **Last three (3) current NCOERS and/or OERs, (E-5 and above only).**
 - * Missing reports should be explained utilizing a memorandum for record to address due or overdue reports not filed in in the Soldiers IPERMS account. (Due or Overdue is determined by the date on our last OER/NCOER).
7. **Retirement Points Accounting Statement (RPAS) Statement (Within last 30 days).**
8. **SF 181, Race and National Origin Identification**

Equal Opportunity

The Arkansas Army National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color, and national origin as such all applications for this position will receive equal consideration.