

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)

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| Position Title: Readiness NCO | Position Number: 21-032A | Open Date: 9 March 2021 Close Date: 22 March 2021 |
| MOS/Branch of Position: 11,12,13,15 | Position PULHES: 111221 | Minimum Grade: SFC/E7 Maximum Grade: SFC/E7 |
| HRO Point of Contact | | Duty Location |
| Human Resource Office Telephone#: (501) 212-4216 | | DCSG3-5-7 MOB Readiness Branch Camp Robinson, NLR, AR 72199 |

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;

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; minimum grade of SFC/E-7.
- **Onboard Non-DMOSQ and New Hire:** Onboard AGR applicants that are NDMOSQ and exceed the grade of E5 must either obtain a necessary waiver to attend the MOSQ course or administratively reduce to the necessary grade to attend the course.
- Must have normal color vision. Must have experience in Physical Security in accordance with AR 190-51 and AR 190-11. Must have experience using Microsoft Office, DTMS, NETUSR, FMS Web, and RCAS Web. Must have or be able to obtain a security clearance no lower than SECRET and be granted access to classified systems.
- **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 meet the OPAT rating of 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. Must also complete Army National Guard Force Management Course, US Army Forces Command NETUSR Course, and US Army Forces Command Force Registration course within 12 months of assignment. Must be granted access to the following systems; GCSS-A, DRRS-A, DRRS-S, FMS, LIW, NETUSR, RCAS Web. **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

SECTION IV: Placement Factors

The AR ARNG is seeking only the best-qualified applicants for this position. The selected applicant's performance will demonstrate a history of exceeding military standards. 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 Temporary Duty (TDY) purposes. Must meet the requirements of Army Regulation (AR) 600-9 (height/weight). Must meet the requirements of Chapter 3 as per AR 40-501, for accession into the AGR program. Must meet the requirements of Chapter 2, AR 135-18 and Physical Fitness Test In Accordance With (IAW) AR 350-1 prior to appointment. Upon selection, will be assigned to **JFHQ** and assigned to a compatible military position in MOS Immaterial. Must reside or agree to move within commuting distance of the position. Onboard AGR Soldiers will meet the minimum criteria of National Guard Regulation (NGR) 600-200. POSSIBLE 3-YEAR ASSIGNMENT AS A RECRUITING AND RETENTION NCO DURING SELECTEE'S CAREER

SECTION V: Summary Of Duties

Serves as the primary assistant to the FIRO for the formulation and execution of plans and procedures for unit readiness, force structure and equipment modernization in order to provide ready units. The selectee processes Commanders Unit Status Reports (CUSR) and manages unit user privileges (SIPR/NON-Secure Internet Protocol Router (NIPR) for NETUSR. Prepares readiness briefs, and manages the Force Readiness SharePoint site. Performs software updates to NETUSR. Inputs quarterly force structure data into Army Stationing Plans (ASIP). Requests Organizational Authority (OA) and Federal Recognition (FEDREC) of units.

Manages and requests unit identification Codes (UICs) and updated derivative unit identification codes (DUICs). Processes unit campaign participation credit (CPC) and distinctive unit insignia (DUI)/shoulder sleeve insignia (SSI) requests. Process unit Permanent Orders for the State. Assists the MRO and MPO with mobilization processes. Is the primary POC for SIPR email traffic into the state. Is responsible for funding associated with unit level Government Purchase Card (GPC) and functions associated with the Online management program. Performs additional duties as assigned.

SECTION VI: Instructions for Applying. Applications must be emailed to HRO. The email address for HRO is: ng.ar.aranng.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** with current PHA date.
 - * 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 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.