NORTH DAKOTA ARMY NATIONAL GUARD
AGR OFF THE STREET VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: AGR-19-20 **OPENING DATE:** 31 May 19 **CLOSING DATE:** 13 June 19

Applications are now being accepted for the following AGR program Full- Time National Guard Duty (FTNGD) tour under provisions of section 502 (f), Title 32, United State Code. Questions concerning this notice may be directed to NGND-DHR-AGR at (701) 333-3369 or DSN 373-3369.

POSITION TITLE: Operations NCO
MOS: 74D2O
PARA/LIN: 101/07
MAX GRADE: E-5/SGT
DUTY LOCATION: 957th Engineer Company, Bismarck ND
SALARY: Full military pay and allowances to the military grade of the selectee.
SELECTING OFFICIAL: MAJ Matthew Voeller, OIC, HHC 164th Engr BN

AREA OF CONSIDERATION: Current North Dakota Army National Guard Soldiers in the grades of E-4 thru E-6. E-4's must be on a current ND promotion list. E-6's must be willing to take an administrative reduction to E-5.

***This position is also being advertised as a lateral transfer opportunity for current NDARNG E-5 AGRs; therefore this vacancy announcement may be cancelled if a lateral transfer request is received and approved.*

ADDITIONAL INSTRUCTIONS: Currently hold or be able to meet the physical demands and qualifications for initial award of 74D MOS. Physical demands rating of Moderate (Gold), Physical profile of 122221; Normal Color Vision; Minimum score of 91, 95 or 100 (dependent on date of ASVAB) in aptitude area ST.

LENGTH OF TOUR: Initial tour will be for a period of three years. Members successfully completing the initial tour will be afforded priority for tour extension. Extension beyond the initial tour is contingent upon recommendation from the Full Time Chain of Command or possible Tour Continuation Board with final approval by the Adjutant General.

INSTRUCTIONS FOR APPLYING: Applicants must forward the documents listed below to arrive in the Human Resource Office (HRO) no later than 1600 hours on the closing date indicated above. Documents must be scanned in the order as listed below, encrypted and emailed to ng.nd.ndarng.list.j1-agrm@mail.mil Subject line of the email must include the announcement number and the applicant's name. Contact SFC Sperle with questions and/or to ensure receipt of your packet (701)333-3369.

- **NGB Form 34-1:** Use the form dated 11 Nov 2013, Page 3 must be digitally signed and dated.
- **Resume:** Detailed
- **Individual Training Record:** printout from ATMS(DTMS); must show successful completion of APFT and HT/WT within the past 12 months.
- **MEDPROS Individual Medical Readiness (IMR):** PHA date must be within the last 12 months, HIV must be within 24 months.
- **NCOERs:** Include three most recent - A letter of recommendation or performance evaluation must be submitted on Soldiers not requiring an NCOER (or not having an NCOER within the past 12 months).
- **Enlisted Record Brief (ERB):** Must include ASVAB scores.
- **NGB Form 23A:** Current Annual Statement
- **DA Photograph (E-6 & above only)**: Must be within the last 24 months.
- **College Transcripts (if applicable):** Legible copies only.

The North Dakota National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration for this position irrespective of race, color, religion, age, national origin, sex, political affiliation, or marital status.

You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. The HRO is not responsible to inform you that your packet is incomplete. However, the Human Resource Office is available during normal working hours to review your application, call (701) 333-3369. Once the vacancy announcement has closed, no further amendments/attachments may be added to the application.

Operations NCO

1. **INTRODUCTION:** The purpose of this position is to provide administrative, logistical, CBRN, typing, clerical, and personnel support to the unit of assignment.

2. **DUTIES AND RESPONSIBILITIES:**

   a. Oversees unit evaluation requirements (NCOERs, support forms, tracker, etc)
   b. Controls CIF transactions and maintains personal clothing and OCIE records
   c. Manages TMDE Program
   d. Serves as Commander's technical expert in all matters related to CBRN.
   e. Manages maintenance and drivers records
   f. GCSS-Army maintenance manager and access admin roles
   g. Inputs and tracks DTS for Soldier's travel
   h. Performs other duties as assigned.

3. **SUPERVISORY CONTROLS:** Works under the administrative supervision of the Senior Full Time Support person of the unit to which assigned. Day-to-day work is performed consistent with established policies and mission priorities. Work is subject to review for acceptability and adherence to instructions and regulations.

4. **AGR PROGRAM INITIAL ENTRY REQUIREMENTS:** Applicants must meet the following requirements:

   a. Must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR program. The PHA may be conducted at an active military medical treatment facility, an ARNG medical unit, US Army Reserve medical unit, or a civilian medical facility. Applicants with P3 or P4 profiles must meet the standards of AR 600-60 prior to accession.
   b. Human Immune Deficiency Virus (HIV) testing for all Soldiers will be completed within 24 months prior to initial entry.
   c. Drug screening will be accomplished within 15 days prior to initial entry.
   d. All AGR Soldiers will sign the Certificate of Agreement and Understanding prior to being ordered to FTNGD in the AGR program.
   e. Enlisted Soldiers must meet reenlistment or extension standards in NGR 600-200, chapter 7.
   f. Must have at least 3 years remaining on their current enlistment on the first day of their initial AGR tour.
   g. Must have completed initial entry training before submitting an application for the AGR vacancy.
   h. Must meet APFT and weight control standards per AR 350-1 and AR 600-9 prior to initial entry.
   i. Must be able to serve at least 3 years on FTNGD status prior to completing 18 years of Active Federal Service (AFS) and/or the date of mandatory removal from an active status based on age or service.
   j. Must possess the grade equal to, or below, that authorized for the AGR duty position and have the potential to become qualified in the specialty authorized for the AGR duty position within 12 months of the date of assignment.
   k. Soldiers whose records are flagged IAW AR 600-8-2 are ineligible for entry into the AGR program until the flag is lifted.
   l. Must possess, or obtain a security clearance required by the position for which applying (NGR 604-10).
   m. Selectees will be approved by the Adjutant General or his designated representative.

5. **ADDITIONAL INFORMATION:**

   a. Qualified in MOS or qualified within 12 months from date of assignment. Performs the duties prescribed therein in addition to the above.
   b. Type a minimum of 25 words per minute.
   c. Enlisted in a grade not to exceed that specified in the FTUS for the position in the unit of assignment.
   d. Have a valid state vehicle operator's license and be able to be licensed to operate all military vehicles and equipment organic to the unit of assignment.
   e. Meet current standards for enlistment in NDARNG.
   f. All Soldiers, except Fulltime Retention Force at state level, are required to participate with their units of assignment during inactive duty training (IDT) periods and annual training (AT), to include deployments, special projects, and exercises.
   g. AGR personnel are subject to the system of military justice prescribed by the laws of the State of North Dakota.
   h. All AGR personnel are rated using the OER/NCOER system.

i. Acceptance of any AGR position in the NDARNG constitutes concurrence with the requirement to wear the military uniform while performing duty.

j. Promotion consideration in the AGR program is described in the ND Enlisted Promotion System (EPS) SOP. AGR Soldiers must graduate from Active Component or TASS configured courses.

k. Acceptance of Active Guard Reserve (AGR) position will cause termination from Selected Reserve Incentive Program (SRIP) without recoupment and no further payments. Acceptance of an AGR position will result in termination of the Student Loan Repayment Program (SLRP) without recoupment and no further payments.

Applications on non-selected applicants will not be returned, and will not be transferred to another vacancy file. A new application must be submitted for each vacancy.

APPLICATION PACKETS THAT DO NOT INCLUDE *ALL* REQUIRED ITEMS AND/OR CONTAIN AN NGB 34-1 WHICH IS NOT CURRENT OR NOT SIGNED WILL NOT BE CONSIDERED AND NOT RETURNED.

DO NOT FORGET TO KEEP A COPY OF YOUR APPLICATION.