

**ALABAMA ARMY NATIONAL GUARD
ACTIVE GUARD RESERVES (AGR)
STATEWIDE VACANCY ANNOUNCEMENT # 22-027**

GRADE: SPC (E4) - SGT (E5)
POSITION: Training / Admin NCO
FEMALE ASSIGNMENT ELIGIBILITY: Yes
OPENING DATE: 06 January 2022

MOS/AOC: 92A2S
UNIT: B Co, GSB, 20th SFG (A)
LOCATION: Vincent, AL 35178
CLOSING DATE: 05 February 2022

AREA OF CONSIDERATION: Open Statewide to all AGR, Military Technician, and Traditional Guardsmen in grades E4 through E5 who are current members of the Alabama Army National Guard.

APPLICANT MUST BE OR ELIGIBLE TO BECOME AIRBORNE QUALIFIED

Duty Position Job Description/Criteria:

Serve as a company Training NCO and conduct Administrative, Training, and Readiness operations.

(1) Responsible for military training by devising and implementing training plans, guidelines and procedures, reports and assessments for the unit and individual assessments for the unit and individuals assigned. Ensures that training is conducted in accordance with Army training doctrine. Prepares training guidelines, individual training records, operation orders, mobilization plans, SOP's, and readiness reports. Prepares for unit yearly training workshop to develop yearly training plan with unit leadership. Prepares for monthly unit training meetings. Prepares training schedules and plans for approval of commander and higher headquarters. Maintains training guidance and documents as required by higher headquarters. Prepares training and evaluation outlines and lesson plans. Prepares automated requests for orders. Prepares correspondence for approval by commander or higher level supervisor. As required, completes training expenditure forecasts. Coordinates training programs for the unit to include the scheduling of training areas, obtained equipment and other materials as required for testing of personnel and training scorer/evaluators or test officers. Procures, designs, reproduces, and distributes a variety of training aids, map overlays, and transparencies that are necessary to unit personnel for the efficient operation and training of the unit.

(2) Manages the military schools program of the unit. Coordinates with the higher headquarters to obtain quotas for personnel to attend school (Service, NCO, Special, etc). Manages use of school quotas, training support manning days and other training resources as allocated to the unit. Prepares and forwards requests for training for all unit members ensuring applicants are eligible to attend the school requested and all prerequisites have been met. Prepares or requests the appropriate personnel action (e.g. ASI or MOS award) upon completion of required training and other qualifications.

(3) Makes recommendations regarding training facilities best suited to the unit in achieving its goals and objectives. Initiates requests for equipment's training support to higher, adjacent, and other military commands to support unit training objectives. Develops the unit Mission Essential Task List (METL) and provides input for the yearly training plan. Assembles and maintains statistics on weapons qualifications, crew qualifications/table certifications, Army Physical Fitness Test, weight control, Common Task Testing, Military Occupational Skill Qualification and other critical data as required. Trains unit leaders on how to maintain leader books and other training material as directed by the command.

(4) As required, assists in completing administrative and personnel transactions for the unit. Prepares or assists in preparing critical personnel documents. Prepares correspondence for the unit. When required, prepares and submits pay documents to higher headquarters. Applicant should be familiar with IPPS-A, SIBX, RCAS Web, DPRO, IPERMS, EES, and RMS.

(5) Perform other duties as assigned.

IAW DA PA 611-21 qualifications for initial award of the applicable MOS:

Physical demands rating and qualifications for initial award of MOS. Automated logistical specialists must possess the following qualifications:

- (1) Physical demands rating of Significant (Gray).
- (2) Physical profile of 222222.
- (3) Qualifying scores.

(a) A minimum score of 95 in aptitude area CL in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

(b) A minimum score of 92 in aptitude area CL on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.

(c) A minimum score of 90 in aptitude area CL on ASVAB tests administered on and after 1 Jul 2004.

(d) A minimum OPAT score of Standing Long Jump (LJ) – 0140 cm, Seated Power Throw (PT) – 0400 cm, Strength Deadlift (SD) – 0140 lbs., and Interval Aerobic Run (IR) – 0040 shuttles in Physical Demand Category in “Significant” (Gray).

(4) Mandatory formal training.

QUALIFICATION/ELIGIBILITY REQUIREMENTS:

1. Must be a Federally recognized member of the Army National Guard of Alabama.
2. Must be able to serve at least 3 years in an active military status prior to: (a) Completing 18-years of active Federal service, or (b) The date of mandatory removal (without any extension under any provision of law or regulation from Ready Reserve status based on age or service as prescribed by current directives).
3. Meet medical standards as prescribed by AR 40-501, chapter 3, 4 or 5.
4. Must meet physical standards prescribed by AR 600-9.
5. Must not be under current suspension of favorable personnel actions.
6. Applicants who voluntarily separate from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation.
7. Applicants must not be entitled to receive Federal military retired or retainer pay, receive Federal civil service annuities, or be eligible for immediate Federal civil service annuities.
8. Individuals who voluntarily resign from the AGR program in lieu of adverse personnel actions are not eligible to reenter the program.
9. Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service (other than temporary medical disability) are ineligible to enter the AGR program.
10. Individuals who would attain 18 or more years of active military service during their initial tour period of AGR duty are ineligible to enter the AGR program.
11. Individuals involuntarily separated from the AGR program are not eligible to reenter the program.
12. Eligibility of females will be consistent with existing Department of the Army Combat Exclusion policies. Selection and nomination will be made from those applicants' determined best qualified in terms principally involving experience, demonstrated ability, performance, training, and education.
13. Must be eligible for AGR service IAW AR 135-18.
14. Must be able to obtain and maintain a secret clearance. Security clearance must not be suspended or denied.
15. No documented instances in the last 5 years of conduct, which reflects adversely on the character, honesty, or integrity of the Soldier to include:
 - (a) No conviction by court-martial or by any Federal or state court.
 - (b) No punishment under Article 15, Uniform Code of Military Justice (UCMJ) or Alabama Code of Military Justice (ACMJ) caused by incidents that reflect adversely on the soldier's integrity and lack of trust.
 - (c) No letter of reprimand, censure, or admonition under the provisions of AR 600-37
16. All permanently filed adverse documents from any time or service in any component must be disclosed and included with packet. Soldier can provide additional explanation as needed. Failure to disclose all documents above may result in curtailment of the AGR Tour.

GENERAL INFORMATION:

1. Applicants are subject to personal interview upon notification of time and place.
2. The Alabama Army National Guard is an equal opportunity employer. Selection and nomination will be made without regard to race, religion, color, national origin, gender, political affiliation, or age.

If interested in interviewing for this position, forward the following documents with this checklist on top:

1. NGB Form 34-1 (AGR Application).
2. Copy of current MEDPROS IMR Report.
3. COVID Status Verification
4. Copy of last 3 NCOERs (if applicable).
5. Current ERB.
6. Last 3 Record APFTs (DA 705).
7. Commander's Height & Weight Statement
8. DA 5500 or 5501 (if applicable).
9. Copies of all DD 214s

10. Current RPAM Statement

11. If your current grade exceeds the maximum grade of this announcement, you must submit a statement indicating willingness to accept and administrative reduction

12. Memorandum from MACOM AO acknowledging your interest in the position (For current AGR members only).

Application packet must be received NLT COB on **05 February 2022**. Please email packet to SFC Azure S. Prad, azure.s.prad.mil@army.mil and ng.al.alarnng.list.j1-mdm@army.mil. All applications must be in a single PDF. Any questions concerning this announcement contact SFC Prad, at the above email or call 334-271-7419.

FAILURE TO COMPLY WITH THESE PROCEDURES WILL RESULT IN RETURN OF APPLICATION WITHOUT ACTION. INCOMPLETE APPLICATION PACKETS WILL NOT BE PROCESSED. APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE PROCESSED.