

POSITION VACANCY ANNOUNCEMENT # AL-CRF-26-001
ALABAMA NATIONAL GUARD – 46th CERFP

OPENING DATE: 01 JUL 26

CLOSING DATE: 31 JUL 26

POSITION / LOCATION: Fort George C. Wallace, Montgomery, AL

JOB TITLE: 46th CERFP Logistics Officer

EMPLOYMENT STATUS: Title 32, Active-Duty Operational Support (ADOS)

ACCEPTABLE GRADE: O2-O3 (1LT-CPT) Applicant must not exceed 15 years of active federal service during the duration of this ADOS tour, if selected.

MOS: 74A or 90A preferred

LENGTH OF TERM: 365 days, renewed annually dependent on funding

START DATE: 01 OCT 2026

DUTY POSITION REQUIREMENTS AND JOB DESCRIPTION:

QUALIFICATIONS OR KNOWLEDGE:

1. Must be able to pass Army Fitness Test (AFT)
2. Able to meet Occupational Safety and Health Administration (OSHA) respiratory/asbestos screening standards, NFPA requirements as implemented by CBRN enterprise, and able to enroll in CBRN Respiratory Protection Program.
3. Cannot be under current suspension of favorable personnel actions.
4. Medically qualified under the provisions of Chapter 3 of AR 40-501 Retention Standards
5. Must establish and maintain residency within reasonable commuting distance.
6. Knowledge of submitting supply requests, vehicle load plans, ICODES, shortage Annex tracking, and SEAT Inspection readiness.
7. Understands administrative practices involved in maintaining GSA vehicles, trailers, and equipment.
8. Knowledge of Army Regulations, Air Force Regulations, NGB policy & guidance memos, SEAT, and T&EO requirements.
9. Knowledge of Consequence Management Support Center (CoMSupCen) policies and procedures.
10. Skills in warehouse management, supply storage, inventory, accountability, purchasing, and shipping.
11. Skills in contingency resupply (to include chain of custody)
12. Knowledge of Microsoft Office Suite, Outlook, DRRS-S, GCSS Army, DAMPS, RFMSS, PCF, PIEE
13. Familiar with the development and coordination of air and ground movement plans.
14. Proficient in establishing relationships with state and federal higher headquarters and providing resolutions that aid in compliance with NGB policies for proper equipment procurement, maintenance, storage, shipping, and field setup.
15. Subject matter expert on maintenance requirements.
16. **Able to deploy within 6 hours of notification.**

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GENERAL DESCRIPTION OF DUTIES:

Responsible for supervising, planning, coordinating and execution of the deployment and redeployment of equipment for the 46th CERFP. Ensures equipment is configured according to military and Dept of Transportation ground and air standards. Ensures adherence to state and federal laws and regulations. Serves as CERFP Primary Hand Receipt Holder. Serves as transportation movement coordinator between JFHQ-State, CERFP, AMC, and other outside agencies. Supervises the completion and revision of cargo documentation for all transportation nodes. Ensures appropriate transport capability for exercises and regional response plans and prepares movement schedules for maintenance and operations. Authors and manages purchase requests and contracts.

SPECIFIC DUTIES AND RESPONSIBILITIES:

Garrison Duties

1. Maintains truck and trailer load plans for SEAT inspection and organizational purposes.
2. Develops and maintains SOG's, checklists, SEAT inspection documents, and continuity binders.
3. Manages property book appropriately.
4. Manages air load movement plans in coordination with Air Force elements.
5. Maintains active working partnerships with organizations that support the CERFP (i.e. Active Duty host MTF, CoMSupCen, local training facilities, etc).
6. Supervises and manages subordinate FTNGD personnel.
7. Execute 5 Days of Supply contingency resupply (to include chain of custody, coordination with J-4)
8. Performs warehouse management, supply storage, inventory, accountability, purchasing, and shipping.
9. Responsible for GSA dispatching, maintenance, licensing, and readiness within GCSS Army.
10. Responsible for all equipment calibration and maintenance documents.
11. Responsible for conducting and overseeing all annual and cyclic inventories, IAW AR 710-4.
12. Attends all Unit Training Assemblies with unit of assignment.

Operational Duties

1. Attend all CERFP/DOMS training exercises and activations
2. Coordinates with the NGB Logistics Branch/LNO to ensure adequate transportation is available.
3. Receives logistic readiness reports and assists in the remediation of operational logistics limitations.
4. Coordinates with the staging area manager to ensure adequate transportation resources are available.
5. Responsible for the distribution of supplies and equipment.
6. Completes personnel actions in support of the redeployment process.

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7. Executes ground or air movement and load plans.
8. Attends (1) Collective training event per year as JITEC OC/T

ADDITIONAL POSITION INFORMATION: CERFP positions are funded annually according to fund availability through National Guard Bureau (NGB). The position may be terminated if CERFP funding is withdrawn or for substandard performance as determined by the CERFP/DOMS leadership.

MILITARY REQUIREMENTS AND OTHER SELECTIVE PLACEMENT FACTORS: This vacancy announcement is for a full-time National Guard Soldier, under Title 32 USC 502(f) and USC Sec 112. The length of the order tour is 365 days, renewed annually dependent upon mission funding.

SUPERVISORY CONTROLS: The CERFP Logistics Officer will report to the CERFP XO and will conduct all operational actions under the authority of the Directorate of Military Support, DOMS.

SPECIAL REQUIREMENTS FOR 46th CERFP DUTY:

1. The selected Soldier must complete required CERFP training courses per NGB Individual Training Readiness Matrix within 6 months of selection.
2. The selected Soldier must continue attendance at regularly scheduled individual training assemblies, and Annual Training while on ADOS orders.
3. The status of funding is specific to the mission of the 46th CERFP, with possible extension from year to year.
4. Must maintain all professional standards of military conduct, regardless of duty status, including while on personal time or on approved leave.
5. Outside employment, associations and off-duty conduct and activities must be consistent with federal directives, state and federal laws, and must conform to the Uniform and Alabama Codes of Military Justice (UCMJ / ACMJ). Outside employment requires written acknowledgement and approval of the Alabama Army National Guard Chief of Staff.

APPLICATION PROCEDURES AND CHECKLIST: Applicants will compile the following documents into one .pdf and scan the completed packet to the point of contact listed below for review and further processing:

1. NGB Form 34-1
2. Medical Readiness Form (IMR) – Applicants must be deployable. Female applicants will provide verification of pregnancy test within 15 days of notification (ref: AR 40-501, Para. 10-6)
3. Copy of last 3 OER's
4. Copy of current AFT (DA Form 705) reflecting the Soldier's last two record AFTs. The AFT must be current, within six months of the projected start date of ADOS orders.
5. Current Height / Weight statement, signed by the Soldier's current unit commander. Soldiers that exceed the maximum allowable weight will attach a corresponding DA Form 5500 or 5501, as applicable.
6. Current Soldier Talent Profile

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7. Copy of all DD214's
8. Memorandum of Commander's recommendation for ADOS duty within the CERFP.
9. If applicant is a military technician, attach a memorandum of acknowledgement from the Soldier's supervisory chain of command indicating concurrence in the applicant's intent to pursue ADOS orders within the CERFP.

INCOMPLETE PACKETS OR PACKETS RECEIVED AFTER THE SUSPENSE DATE WILL NOT BE PROCESSED AND WILL BE RETURNED WITHOUT ACTION.

PACKETS MUST BE SUBMITTED TO THE POINTS OF CONTACT LISTED BELOW, AS ONE PDF DOCUMENT USING THE NAMING CONVENTION FORMAT BELOW:

CRF-ADOS-LOG-LASTNAME, FIRST NAME

MAJ Allison Davis via email: allison.m.davis4.mil@army.mil

CSM Darrelle Shepard via email: darrelle.m.shepard.mil@army.mil

Application packets must be received no later than 1600hrs on 31 JUL 26.

Point of contact for this announcement is MAJ Allison Davis at the above email or 334-676-0736.