

**ALABAMA ARMY NATIONAL GUARD  
ACTIVE GUARD RESERVES (AGR)  
NATIONWIDE VACANCY ANNOUNCEMENT 23-081**

**GRADE:** CW2 – CW4

**POSITION:** Human Resources Technician

**IPPS-A Position#:** 03162102

**FEMALE ASSIGNMENT ELIGIBILITY:** Yes

**OPENING DATE:** 17 March 2023

**MOS:** 420AP

**UNIT:** HQs, 20th SFG(A)

**LOCATION:** Birmingham, AL

**CLOSING DATE:** 16 April 2023

**AREA OF CONSIDERATION:**

Open Nationwide to all AGR, Military Technician, and Traditional Guardsman in grades CW2 through CW4 who are members of the Alabama Army National Guard.

**MUST BE AIRBORNE QUALIFIED WITHIN 12 MONTHS OF ASSIGNMENT**

**Duty Position Job Description/Criteria:**

Provide Personnel and Human Resource reporting, oversight, and capability through synchronization with Traditional, AGR, and unit personnel to achieve personnel readiness standards. Conduct interagency coordination for operations, plans, and training. Serve as the technical expert on HR policy, personnel accounting and strength reporting, correspondence, evaluations, awards and decorations, officer career management, officer strength. Additional Duties as necessary in order to accomplish the mission. Other duties as assigned.

**QUALIFICATION/ELIGIBILITY REQUIREMENTS:**

1. Must be a federally recognized member of the Army National Guard.
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. Must meet the physical qualifications outlined in AR 40-501, as appropriate. Must comply with the military duty eligibility requirements IAW DA Pam 611-21.
2. Must not be flagged for weight, ACFT, security violations or pending any adverse actions.
3. This position requires some travel and training away from home station.
4. Applicants are subject to personal interview upon notification of time and place.
5. The Alabama National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.
6. Individuals must attend all periods of IDT/AT.

**If interested in interviewing for this position, please forward the following:**

1. NGB Form 34-1 dated Nov 2013 (AGR Application).
2. Copy of current MEDPROS IMR Report.
3. Copy of last 3 OERs.
4. Current ORB.
5. Last 3 record APFTs (DA 705)
6. Commander's Height and Weight Memo
7. DA 5500 (if applicable).
8. Copies of all DD 214's
9. Current RPAM Statement
10. If your current grade exceeds the maximum grade of this announcement, you must submit a statement indicating willingness to accept and administrative reduction.
11. Memorandum from supervisor acknowledging your interest in the position (For current AGR members only).

Application packet must be received NLT COB on **16 April 2023**. Please email packet to SFC Azure S. Prad, [azure.s.prad.mil@army.mil](mailto:azure.s.prad.mil@army.mil) and [ng.al.alarng.list.j1-mdm@army.mil](mailto:ng.al.alarng.list.j1-mdm@army.mil). **All documentation must be in a single PDF Packet.** 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.**