

**ACTIVE GUARD RESERVE (AGR)  
ALABAMA ARMY NATIONAL GUARD  
STATEWIDE VACANCY ANNOUNCEMENT # 24-146**

**GRADE:** WO1-CW3

**MOS/AOC:** 420A

**POSITION:** WOCS Human Resources  
**IPPS-A POS:** 09613048

**UNIT:** 2<sup>nd</sup> BN (WOCS), 200<sup>th</sup> Regiment

**FEMALE ASSIGNMENT ELIGIBILITY:** Yes

**LOCATION:** FT McClellan, AL 36205

**OPENING DATE:** 05 SEP 2024

**CLOSING DATE:** 05 OCT 2024

**AREA OF CONSIDERATION:** Open Statewide to all AGRs, Military Technicians, and Traditional Guardsmen in grade of WO1-CW3 who are current members of the Alabama Army National Guard are eligible to apply.

**Duty Position Job Description/Criteria:**

Serves as a senior staff officer for human resources at the RC-WOCS, comprised of all components (RA, USAR, and ARNG). Responsible for daily execution, management, and supervision of an S-1 section and multiple personnel systems supporting 2<sup>nd</sup> BN WOCS staff and over 200 students annually. Responsible for providing HR technical guidance and advice on all personnel and administrative programs. Ensures the administrative preparedness and processing of all officers, enlisted personnel, and student actions within the command. Knowledge of IPPSA, TRANSPROC, IPERMs, and ATRRS.

Coordinates with MPD at Ft. Novosel to deliver MPD level HR services to students allowing for an expeditious transition of students to Warrant Officers.

Coordinates with Warrant Officer Strength Managers from all 54 states and territories to assist in meeting accessions. Keep open communication on incoming and outgoing Candidates.

Works with Candidates parent unit on any pay or orders issues.

**Special Requirements:**

Military Education: As required by grade, service component and appropriate NGR. Army instructor certification preferred.

Preferred completion of the instructor certification course, CFD-IC or prior equivalent. If applicant has a prior Army instructor course, must be able to complete CFD-IC as part of the current foundational requirement for instructor certification.

Must have knowledge of the organization and mission of the 200<sup>th</sup> Regiment and Army National Guard.

**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. 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.
7. Individuals who voluntarily resign from the AGR program in lieu of adverse personnel actions are not eligible to reenter the program.

8. 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.
9. 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.
10. Individuals involuntarily separated from the AGR program are not eligible to reenter the program.
11. Must be eligible for AGR service IAW AR 135-18.
12. Must be able to obtain and maintain a secret clearance. Security clearance must not be suspended or denied.
13. Must be AOC Qualified or able to obtain AOC within 12 months from selection of the position. All AOCs are encouraged to apply.
14. 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 Soldiers integrity and lack of trust.
  - (c) No letter of reprimand, censure, or admonition under the provisions of AR 600-37
15. 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, 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 SRB with ASVAB scores posted.
5. \_\_\_ Last 3 record APFTs (DA 705).
6. \_\_\_ Height & Weight Statement (required)
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 an 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 **05 OCT 2024**. Please email packet to SFC Stacye Montgomery and [nq.al.alarnq.list.j1-mdm@mail.mil](mailto:nq.al.alarnq.list.j1-mdm@mail.mil). **All applications must be in a single PDF**. Any questions concerning this announcement contact SFC Stacye Montgomery, at the above email or call 334-271-7468.

**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.**