

**ACTIVE / GUARD RESERVE (AGR)
Vacancy Announcement 24-155
(For On Board AGR Enlisted Only)
Rank: SSG**

**Senior Utilities Equipment Repairer/Training NCO
MOS/AOC: 91C30
Para/line:112/03 (Position # 08197023)**

**DET 1, 158TH Support Maintenance Company
Tuskegee, Alabama**

OPENING DATE: 19 September 2024

CLOSING DATE: 4 October 2024

ARNG AGR JOB ANNOUNCEMENT: Open to current AL ARNG AGR Enlisted SSGs ONLY.

Duty Position Job Description/Criteria:

SM must be or be able to become 91C MOS Qualified within 12 months if applicant does not currently hold the 91C MOS. Serve as a company Training NCO Operations. Works closely with the Admin NCO, Supply Sergeant, Readiness NCO and the Company Commander to resource training, schedule training events, acquires equipment, coordinates unit movement, and much more. Works closely with the BN AGR to ensure all suspense's/taskers are completed promptly. Handles the day-to-day unit operations during the week and advises the Command Team on unit needs/concerns. Fixes issues the Company Commander and Det. Sergeant bring to their attention. Attends RECON/site visits and meetings, tends to various Soldier needs, and more. Advises the commander on training, logistics, and unit mobilization readiness requirements. Prepare the unit for drill weekend. Prepares and/or reviews SOP's, readiness reports, training plans, directives, procedures, reports, and assessments for the unit and individuals assigned. Manages the military school program of the unit. Prepares requests for equipment and training support from higher, adjacent, and other military commands. Ensures that all maintenance requirements are met prior to movements. Responsible for ensuring all records related to ARMS and APPS are kept and properly maintained for appropriate sections in the unit. They make sure everything is done on time and to standard. Responsible for military resourcing and training by devising and implementing training plans, guidelines and procedures, reports and assessments for the unit and individuals assigned. -Manages DTMS for the unit. Resources and coordinates training ammunition for the unit. Manages the military schools' program at the unit level as required to include ATRRS, AFAM, and DTS. The Training NCO manages orders in MOBCOP (producing, amending, and revoking). NCO will work with Admin NCO and/or RNCO to ensure pay has been submitted for Soldier going to training. Coordinates, schedules, and monitors the use of training facilities, areas and ranges for annual and inactive duty training. Manages ACFT, height & weight, and weapons qualification for the unit. Analyzes statistical data and reports to ascertain trends, conformance to standards and directives, and efficiency of operations. Manages unit drivers training program, ensuring proper training and licensing is being accomplished. Must pass a background check IAW 190-11 to obtain access to restricted areas.

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. Memorandum Requesting an Interview
2. Bio Summary
3. Validated Enlisted Record Brief (ERB)
4. MEDPROS IMR Report
5. Commander's Height & Weight Memo
6. DA 5500/5501 (if applicable)
7. Last 3 NCOERs
8. Last 2 record AFCT (DA 705)
9. Memo from MACOM AO acknowledging your interest in the position

Application packet must be received NLT COB on **334-271-7468**. Please email packet to SFC Stayce Montgomery, stayce.e.montgomery.mil@army.mil. **Combine all documents into a PDF Packet**. Any questions concerning this announcement contact SFC 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.