|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **TEXAS ARMY NATIONAL GUARD TITLE 32 AGR**  **VACANCY ANNOUNCEMENT** | | | | | |
| **\*\*\*KEY: CM - TXARNG AGR ONLY PM - TXARNG SOLDIERS ONLY NW - NATION WIDE\*\*\*** | | | | | |
| NGB-Clr-full | **Texas Army National Guard**  **Adjutant General’s Department**  **Post Office Box 5218**  **Austin, TX 78763-5218** | | | **Announcement #** | **PM 19-067** |
| **Opening Date** | **10 January 2019** |
| **Closing Date** | **09 February 2019** |
| **Position Title:**  HR SGT | | | **Location of Position:**  HHC 1-143 ABN INF RGMT  BASTROP, TX | | |
| **MOS:**  42A3P | | |
| **Grade:**  E6 | | | **Open to: TXARNG AGR ONLY**  42A preferred; any MOS May apply  Must meet all MOS reclassification requirements listed on page 3. | | |
| **Minimum Grade to apply:** E4  **Maximum Grade to apply:** E6 | | |
| REQUIRED DOCUMENTS TO BE SUBMITTED **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED** | | | | | |
| 1. **Cover Page -** AGR vacancy accouchement with Personal Contact Information listed below. 2. **NGB Form 34-1 Traditional Soldiers (M-Day, Tech must fill this out!) / Memorandum for Consideration (AGR ONLY) -** Application for Active Guard/Reserve (AGR). Application must be signed. Attach a separate sheet fully explaining any "Yes" answers to any questions in section IV. On board AGR Soldiers may submit a Memorandum for Consideration IAW AR 25-52 in lieu of NGB Form 34-1. 3. **Military Biography -** IAW NGR 600-200 4. **CERTIFIED copy of ERB/ORB - Certified** by Army G1 OPM or Unit S-1. Line Scores must be included. 5. **DD Form 214s -** Copy Member 4 or Service 2 (indicating SPD Code) or NGB Form 22. 6. **Copy of last five NCOERs/OERs -** Submit a memorandum to the President of the Board explaining reason(s) for any missing NCOERs/OERs/unrated time. A letter of recommendation or performance evaluation will be submitted on soldiers not yet due an NCOER/OER. 7. **Individual Medical Readiness (IMR) from MEDPROS -**  -PHA - must be within **1 YEAR** of announcement **OPENING DATE**. -HIV Testing - must be within **2 YEARS** of announcement **OPENING DATE**. --Dental Class - **1 or 2 -** A deployable asset. -If applicable, include **PERMANENT PROFILE**. Soldiers must **NOT** be on a **TEMPORARY PROFILE**. 8. **DA Form 705 (APFT) -** must have successfully completed & passed most recent APFT within **6 MONTHS** of announcement **OPENING DATE**. -Ensure DA 705 states **"FOR RECORD GO"** and is filled out properly with HT and WT. -If applicable must provide a passing copy of the OPAT within **1 YEAR** of announcement **OPENING DATE.** -If applicable must include DA Form 5500-R or DA Form 5501-R (Body Fat Content Worksheet). 9. **Certified Height and Weight Memorandum -** From Unit Commander or authorized representative. -Height and weight must be **CONDUCTED** within **30 DAYS** of announcement **OPENING DATE**. 10. **Current NGB 23B RPAM Statement (PM / NW ONLY) -** must be able to complete **3-YEAR INITIAL TOUR** prior to the date of mandatory removal from an active status based on age, or service. 11. **Statement of Security Verification -** from Unit Security Manager **(JPAS print out will not be accepted).** 12. **\*DD Form 369 (Police Record Check) -** applicant must complete Sections I, II, leave #10 & section III blank (must be signed and dated). 13. **\*TXARNG Title 32 AGR - VA Disability Questionnaire -** Applicant must complete, sign and date. 14. **Letter of Input for President of Board -** If applicable list any discrepancies or missing items on this checklist. This is **NOT** a requirement. | | | | | |
| **RANK:**  **PHONE:** | | **NAME:**  **EMAIL:** | | | |
| **\*\*\* View Page FOUR of this announcement for optional documentation that may be submitted. (\*Can be found at the end of the announcement.) \*\*\*PLEASE INCLUDE READINESS NCO IN EMAIL TRAFFIC\*\*\*** | | | | | |
| **POINT OF CONTACT FOR APPLICATION PROCESS:** | | | | | |
| **SGT Caitlyn Williams-Slewitzke at (512) 782-5020**  **SPC Alba, Alfredo at (512) 782-6821**  **Email at** [**caitlyn.m.williams-slewitzke.mil@mail.mil**](mailto:caitlyn.m.williams-slewitzke.mil@mail.mil) **or** [**alfredo.j.alba.mil@mail.mil**](mailto:alfredo.j.alba.mil@mail.mil) | | | | | |
| **POINT OF CONTACT FOR BOARD & POSITION:** | | | | | |
| **SSG Timothy J Leija at (512) 782-4052 or** [**timothy.j.leija.mil@mail.mil**](mailto:timothy.j.leija.mil@mail.mil) | | | | | |
| **CONSIDERATION FACTORS:** | | | | | |
| * All applications will receive consideration for this position without regard to race, religion, color, national origin, sex, age, political affiliation or other non-merit factors. * All applicants must be able to attend appearance board. * A applicants require a background check prior to selection notification | | | | | |
| **AGR POSITION DESCRIPTION** | | | | | |
| **HR SGT**  Supervises the organization’s PR and HR SVCs Team and guides them to enhance readiness/operational capabilities and to provide the right HR SVCs at the right time: responsible for the development of one NCO; responsible for the tactical/technical training, and discipline of four Paratroopers; assists the SR HR SGT in developing, maintaining, and using the full range of the organization’s human potential; assists the SR HR SGT in planning, developing, implementing, supervising, and performing HR operations/functions to increase and sustain the readiness and lethality of the force through aggressive, creative and effective solutions; supervises the execution and effectiveness of the battalion’s HR core competencies: Man the Force, and Provide HR Services; expected to perform jumpmaster duties once pre-requisites are met.  Performs other duties as assigned. | | | | | |
| **ADDITIONAL OR UNIQUE POSITION REQUIREMENTS** | | | | | |
| **- 42A QUALIFIED.**  **- AIRBORNE QUALIFIED OR ABLE TO BECOME AIRBORNE QUALIFED WITHIN 12 MONTHS.**  **- ABLE TO PERFORM PARACHUTE DUTY.**  **- ABLE TO ATTEND JUMPMASTER AFTER PRE-REQUISITES ARE MET (ASI: 5W).** | | | | | |
| PAGE 2 OF 5 | | | | | |
| **DA PAM 611-21 – PHYSICAL DEMANDS RATING AND QUALIFICATIONS FOR INITIAL AWARD OF MOS** | | | | | |
| b. Physical demands rating and qualifications for initial award of MOS. Must possess the following qualifications:  (1) A physical demands rating of Significant (Gray).  (2) A physical profile of 323222.  (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 July 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) Normal color vision.  (5) Mandatory formal training.  (6) Soldiers reclassifying into the MOS cannot exceed the rank of SGT (Active Component only).  (7) 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 juvenile adjudication by state court.  (c) No punishment under Article 15, Uniform Code of Military Justice (UCMJ) caused by incidents that reflect adversely on the Soldiers integrity and lack of trust.  (d) No letter of reprimand, censure, or admonition under the provisions of AR 600-37, chapter 3.  (e) Voluntary confession after proper rights warning according to Article 31(b), UCMJ, or under applicable  Federal or state law. Note: Disqualification under this paragraph is waivable by a military review board.  (8) No other record of disciplinary action under UCMJ or pattern of behavior which indicates a lack of integrity or which is inconsistent with the 42A position of trust.  (9) No conviction or other adverse disposition for criminal offenses listed as a misdemeanor or felony as outlined in AR 601-210, chapter 4. This criteria is not waivable.  (10) Per AR 600-8-19, promotion to MSG and SGM requires an interim secret eligibility or higher. | | | | | |
| **AGR QUALIFICATIONS** | | | | | |
| 1. **TXARNG Enlisted** membership not to exceed application pay grade. Selected applicants in pay grade that exceeds authorized MTOE assignment on application will take a voluntary reduction in grade prior to assignment.  2. Must be qualified for initial entry into or continued service in the AGR Program IAW AR 135-18, NGR 600-5, AR 40-501, and be capable of performing the duties assigned and implied by grade, MOS and position as prescribed above.  3. Must be able to meet all military education and FTUS requirements in accordance with NGR 600-5, NGR 600-100, NGR 600-101, and current policies/directives.  4. Must attend and successfully complete the appropriate TXARNG and NGB mandated Full Time Unit Support (FTUS) Training Requirement at the Brownwood Training Site and the National Guard Professional Education Center (PEC) within 12 months of assignment. Failure to do so will result in separation.  5. Must not have any unfavorable actions of any kind; must not be flagged, and must not have any temporary or permanent profile that would prevent successful completion of a retention/period physical.  6. Must be a deployable asset.  7. Must attend all Inactive Duty for Training (IDT) and Annual Training (AT) periods and performs duty in the assigned duty MOS.  8. Must be able to complete a 3 year initial tour of AD or FTNGD prior to completing 18 years of active service.  9. Must be at least 18 years of age and not reached 55th birthday.  10. Must have completed Initial Entry Training (IET).  11. If PULHES numerical indicator of P3 or P4, then the requirements of AR 600-60 must be met prior to accessioning into the AGR program. | | | | | |
| PAGE 3 OF 5 | | | | | |
| **CONDITIONS OF EMPLOYMENT** | | | | | |
| 1. 1. **Current on-board Technician applicants** - Technicians selected for AGR positions will go on LWOP status or may voluntarily resign from the Technician Program. Full time technicians selected for an AGR position are responsible for submitting the Uniformed Services Employment and Reemployment Rights Act paperwork thru their fulltime chain of command to the Human Resource Office. In addition, technicians are responsible for ensuring their time and attendance is accurately documented to reflect the appropriate leave status. Failure to submit documentation may result in a debt to the technician.  2. **Current on-board AGR applicants** are ineligible to apply if within a stabilization period IAW TXARNG 600-5.  3. **Must possess and be able to maintain a SECRET Security Clearance for continuation in the AGR Program. Failure to maintain SECRET Security Clearance will result in separation from Title 32 AGR Program.**  4. Must demonstrate the ability to effectively communicate verbally and in writing.  5. Human Immune Deficiency Virus (HIV) testing for all Soldiers will be accomplished within 24 months prior to initial entry.  6. Must possess a valid state driver’s license and be able to become qualified to operate vehicles organic to the unit.  7. Favorable drug screening test within 15 days of initial entry into the AGR Program is mandatory.  8. IAW TXARNG 600-5, Initial Hire AGR Soldiers will be stabilized for 30 Months from date of assignment (automatically waived to 24 months if Soldier is fully qualified upon assignment).  9. Soldiers who have filed for or are receiving Veterans Affairs (VA) disability benefits must pass an Active Duty Physical conducted at Military Entrance Processing Station (MEPS) IAW AR 40-501 within 30 days of notification of Selection for AGR Positions.  **PLEASE NOTE: ACCEPTANCE OF AN AGR POSITION MAY RESULT IN TERMINATION AND/OR REPAYMENT OF MILITARY INCENTIVES. PLEASE CHECK YOUR CONTRACT AND CONTACT YOUR SERVICING EDUCATION/INCENTIVES OFFICE OR THE RECRUITING/RETENTION OFFICE.** | | | | | |
| **OPTIONAL DOCUMENTS THAT MAY BE SUBMITTED** | | | | | |
| 1. Copy of any Certificate of Training that is not listed on ERB.  2. Copy of special skill certification or license that is pertinent to the position.  3. Recommendation letters from current or previous employers, commanders, organizations etc.  4. Federal Employee Performance Appraisals or civilian performance evaluation and/or incentive award certificate.  5. Counter Drug, Drug Interdiction, or Law Enforcement performance appraisal.  6. Official DA Photograph.  7. Formal explanation for any discrepancy listed in your official military records. Must be in memorandum format IAW AR 25-50, For the President of the Selection Board. Cannot be for a “bad” NCOER. | | | | | |
| PAGE 4 OF 5 | | | | | |
| **WHERE TO SUBMIT THE APPLICATION** | | | | | |
| **(All applications must be received prior to 1600hrs (CST) on the closing date of announcement)**  **Applicants must contact AGR Staffing if they are not contacted within five business days after the announcement closing date to verify their packet has been received.**  **\*3 Methods for submitting an application:**  **Preferred: EMAIL to:** [ng.tx.txarng.mbx.agr-staffing@mail.mil](mailto:ng.tx.txarng.mbx.agr-staffing@mail.mil)  E-mail Subject Line should only contain Announcement # - Rank, Last Name, First Name (Example: PM 18-XX – SGT Snuffy, Joe).  Please allow up to 48 business hours following closure of announcement to receive EMAIL confirmation. Soldier(s) may contact AGR Staffing Section at anytime to verify their application has been received and/or to correct any deficiencies **prior** to announcement closing date. **(All documents scanned as one PDF/TIF document preferred)**.    **Hand Delivered:** Applications may be **hand delivered** by applicant or on behalf of applicant to the AGR Staffing office located on Camp Mabry BLDG 8 RM C104 by 1600 hours COB. An email confirmation will be sent once application is received. **(No binders, staples, or tabs).**  **Mailed:** Address to the Adjutant General of Texas, ATTN: NGTX-AGR (BLDG 8/RM C104), PO Box 5218, Austin, TX 78763-5218. Express Mail: 2200 W 35th ST, Austin, TX 78703-1222. Application must be received and stamped in by 1600 HOURS on closing date. **\*Note:** Mailing your application through Overnight delivery a day prior to the closing date is not a guarantee it will be received before applications are sent to the unit for board proceedings\* An email confirmation will be sent once application is received. **(No binders, staples, or tabs).** Applicants will not submit an AGR application using Military Postage IAW NGR 600-5 and AR 135-18  **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED** | | | | | |
| PAGE 5 OF 5 | | | | | |