TEXAS ARMY NATIONAL GUARD TITLE 32 ACTIVE GUARD RESERVE (AGR) VACANCY ANNOUNCEMENT												
Nationwide (NW) Announcement												
SILITARY (	EP 10	Texas	Milita	ry Department	Announcement #		NW 25-028					
	MEN	Texas	Army l	National Guard e Box 5218	Openi	ing Date	07 February 2025					
1. Lexaus Serving	NUM /	Aust	tin, TX	78763-5218	Closi	ng Date	Continuous					
Position Ti Human Res		echnician		Location of Position Various AGR Warran			ctions will be					
<b>MOS:</b> 420A				determined based upon the needs of the TXARNG AGR Program								
Grade: E6-CW3				<b>Open to: Regular Ar</b> Enlisted: see paragra			d, and US Army Reserves red documents to be					
		apply: E6/W apply: E8/W		submitted" Warrant Officers: mu								
				RED DOCUMENTS								
<ol> <li>Merri mem deplo</li> <li>SRB</li> <li>DD F</li> <li>Copy any r on S</li> <li>Indiv -PH/ -HIV -Den -If ap</li> <li>PH/ 7. DA F anno duty/</li> <li>Scerti -Heig - DA be w</li> <li>State 10. *DD be C</li> <li>11. *TXA</li> <li>12. Mem curre Warr</li> <li>13. Prop 14. Certi *Plea</li> </ol>	orandum orandum orandum orandum orandum orandum orandum orandum orandum oranation oranation oranation oranation orandum	for Considera addressed to the tatus, pertinent on Board Certia - Copy Member ve (5) years of raluations/unrate ty yet due an eva dical Readines within 1 YEAF must be within 2 - 1 or 2 - A deple nclude PERMA - (ACFT) - must copening date i ht and Weight with must be C 0-R/5501-R (Bo rys of announce Security Verifie (Police Recor I). a 32 AGR - VA of Recomment r Advisor. determination Eligibility (COE	tion to t achieve achieve fied Cop er 4 or Se <u>NCOEF</u> ed time. aluation. <b>S</b> (IMR) <b>R</b> of anno <b>2 YEARS</b> oyable a <b>NENT P</b> t have su f current <b>Memora</b> <b>ONDUC</b> ody Fat ( ement op <u>cation -</u> <u>d Check</u> <u>Disabili</u> <u>dation f</u> an TXAR <u>Memor</u> <u>- WO1</u>	ent of the board explaining ments, and skills. Memora y ervice 2 (indicating SPD C <u>S/OERs</u> - Submit a memoral A letter of recommendation <u>from MEDPROS</u> - Must b bouncement OPENING DAT S of announcement OPEN set. ROFILE. uccessfully completed & parts bounce if currently andum - From Unit Comm TED within 30 DAYS of an Content Worksheet) must b boening date. from Unit Security Manage (a) - applicant must completed (b) - applicant must completed (c) - applicant mu	rd – Applicant g why they are andum must b code) or NGB I orandum to the on or performa- e a deployable TE. IING DATE. assed most re ander or autho nouncement of be submitted v er. te Sections I, I cant must comp <u>nal Release/IS</u> information for es only to TX- d Only e must contal	must complete a the best applica e IAW AR 25-50. Form 22. e President of the nce evaluation by e asset. cent ACFT within orized representa <b>OPENING DATE</b> with application pa ll, leave #10 & se plete, sign and da <u>ST</u> - signed by BE r both Commande <b>ARNG Enlisted</b> in announcemer	e Board explaining reason(s) for y current rater will be submitted a 12 months, within 6 months of ative. acket if applicable; date must ection III blank (Block 11 must ate. DE/MSC Commander if er and CCWO/Senior HR					
RANK:			AF NAME	PPLICANT CONTACT	INFORMAT	HOR CITY:						
PHONE:			EMAIL									

## POINT OF CONTACT FOR APPLICATION PROCESS:

### AGR Staffing NCO

#### ng.tx.txarng.mbx.agr-staffing@army.mil

## POINT OF CONTACT FOR BOARD & POSITION:

### CW5 Joe Luna at (512)782-5061 or jose.a.luna4.mil@army.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 **or virtual** board. (virtual must have camera)
- All applicants require a nationwide background check
- Must be able to demonstrate advanced understanding of FM 1-0.

## AGR POSITION DESCRIPTION

#### 420A - Human Resources Technician

Human Resource (HR) Technicians are adaptive technical experts, leaders, trainers and advisors. They maintain, operate and integrate Army Human Resource (HR) processes and systems. HR Technicians perform duties as Chief of a Section in any HR technical or joint field of operations. An HR Technician serves as the HR subject matter expert in a BCT; Brigade/HHBN STB; Division/Corps, ASCC, HRSC and higher echelons within the Army structure.

#### Major duties include:

- Input into all HR information systems which include, but are not limited to, iPERMS/IPPS-A.
- Compiling data from multi-systems; converting and analyzing data to actionable information for presentation to HR professionals and leadership at all echelons
- Manage systems access, proper usage, data accuracy, and problem resolution of HR information
- Proficiency in managing basic office automation (e.g. Word, Excel, PowerPoint, Outlook, Power BI).
- Supervise military and civilian personnel on human resources management actions and related duties.
- Make decisions based on a variety of information sources.
- Full understanding of HR Doctrine and how it is nested in Sustainment and Operational Doctrine as well as HR regulations and MILPER/ALARACT messages and able to interpret for individuals, subordinates, commanders, and directors.
- Initiate and prepare correspondence to provide information, policy, or guidance.
- Monitor and manage the full spectrum of HR for the Combatant Commander to include but not limited to essential personnel services, strength management, postal, casualty and replacement operations, orders processing, awards, evaluations, promotions, DEERS/RAPIDS, military pay functions, sponsorship, Integrated Disability Evaluation System (IDES), in/out processing, and records management.
- Manage organizational change to implement new HR programs, systems, or policies.

**Minimum prerequisites:** Minimum prerequisites are required in addition to the basic warrant officer qualifications listed here: <u>https://recruiting.army.mil/ISO/AWOR/BASIC\_QUALIFICATION/</u>. Lacking any of the prerequisites below requires a waiver from the 420A proponent. Some prerequisites are not eligible for waiver.

#### ADDITIONAL OR UNIQUE POSITION REQUIREMENTS

- APPLICANTS MUST HAVE A RECOMMENDATION FROM A SENIOR 420A (CW4 OR ABOVE.) - APPLICANTS OUTSIDE TXARNG MUST INCLUDE CONTACT INFORMATION FOR COMMAND CHIEF WARRANT OFFICER OR SENIOR WARRANT OFFIER ADVISOR - APPLICANTS MUST SHOW CDR INTENT TO APPROVE IST/CONDITIONAL RELEASE VIA MEMORANDUM

POC for PDP packet: R&R Warrant Officer Strength Manager (WOSM) Recruiting and Retention Battalion Camp Mabry BLDG #15, RM 235 Austin, TX <u>ng.tx.txarng.list.rr-wocs@army.mil</u>

## AGR QUALIFICATIONS

1. **TXARNG** membership not to exceed application pay grade.

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 issuances.

4. Must not have any unfavorable actions of any kind; must not be flagged and that would prevent successful completion of a commissioning physical. **Applicants with profile for any event on ACFT or foot marches will not be approved for Warrant Officer Candidate application.** 

5. Must be a deployable asset.

6. Must be able to complete a 3-year initial tour of AD or FTNGD prior to date of mandatory removal from an active status based on age, or service (without extensions), under any provisions of law or regulation, as prescribed by current directives.

7. Must be at least 18 years of age and not reached 55th birthday.

8. 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.

9. Must not have over 17yrs active federal service upon application.

#### CONDITIONS OF EMPLOYMENT

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 eligible to apply.

3. Applicants and AGR personnel must have a minimum of a Secret security clearance to apply. Failure to maintain a security clearance will result in separation from the 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 30 days of initial entry into the AGR Program is mandatory.

8. 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.

9. Must acknowledge immediate availability for mobilization as required by unit NOS.

#### 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 SRB.
- 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. 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" OER.

## 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 applying:

Preferred: EMAIL to: ng.tx.txarng.mbx.agr-staffing@army.mil

E-mail Subject Line should only contain Announcement # - Rank, Last Name, First Name (Example: NW 25-XXX – WO1 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 any time to verify their application has been received and/or to correct any deficiencies <u>prior</u> to announcement closing date. (All documents scanned as one PDF/TIF document preferred). (NOTE: Do not use hyperlinks and zip files)

**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 C151 orC104 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 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

#### **APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION**

#### The proponent agency is ARNG-HRH. The prescribing directive is NGR (AR) 600-5 / ANGI 36-101 PRIVACY ACT STATEMENT AUTHORITY: Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5, ANGI 36-101. PRINCIPAL PURPOSE: To provide information for use in determining eligibility/qualifications for Active Guard/Reserve (AGR) positions. A copy will be provided to the applicant. The original will be maintained by the human resources office for state records. For organizational use only. ROUTINE USES: None. DISCLOSURE: Voluntary; however, if not provided you will not be considered for the AGR program. **POSITION ANNOUNCEMENT #:** POSITION TITLE: NAME: (Last, First, Middle) DATE OF BIRTH: (yyyymmdd)) CURRENT HOME ADDRESS: (Street, City, State, Zip Code) HOME PHONE: OFFICE PHONE: (Enlisted) DATE OF ENLISTMENT: GRADE: MOS/SSI/AFSC: ETS DATE: GRADE: BRANCH: MRD DATE: (Officer/WO) DATE OF FEDERAL RECOGNITION: SECURITY CLEARANCE: SECTION I - EDUCATION AND SPECIAL QUALIFICATIONS 1. COLLEGE OR UNIVERSITY: (Officer Applicants - Accredited Colleges only) Name, City & State Date From Date To Degree Program Credit Hours Quarter/Semester Chief Undergraduate Subject: Chief Graduate Subject: 2. OTHER SCHOOLS OR TRAINING: (Vocational, Trade or Business) Name, City & State Date From Date To Course Title Hours Completed 3. SKILLS AND QUALIFICATIONS: Special skills and qualifications with office machines (Word Processing - WPM), wheel and track vehicles, etc. Also list any licenses or certificates held (Pilot, Nurse). SECTION II - EMPLOYMENT HISTORY May we contact your present employer regarding your character, qualification, and record of employment? CHECK ONE: YES NO (A "NO" answer will not affect your consideration for employment.) 1. NAME AND ADDRESS OF EMPLOYER: DATES EMPLOYED AVERAGE HRS. PER WEEK то FROM TITLE OF POSITION: **IMMEDIATE SUPERVISOR & PHONE NUMBER:** NUMBER OF EMPLOYEES YOU SUPERVISED: TYPE OF BUSINESS: YOUR REASON FOR LEAVING: DESCRIPTION OF WORK: (Describe your specific responsibilities and accomplishments)

Page 2 of 3

			SECTI	ON II - EMPLOYMEN	T HISTORY (Continued)					
OTHER EMPLOYMENT										
May we contact come employer (A "NO" answer will not affect t	regarding y your consid	your character, deration for em	, qualifio nployme	cation, and record of nt.)	employment?		CHEC		/ES	NOG
G NAME AND ADDRESS OF E	MPLOYER				DATES E	ER WEEK				
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DESCRIPTION OF WORK: (D	lescribe yo	ur specific res	ponsibi							
6					ILITARY HISTORY					
1. MILITARY SERVICE: (Start v							al order.)			
FROM TO	AC	ARNG/ANG	RC	GRADE	ORGANIZA	TION			DUTY	
2. MILITARY TRAINING:										
FORMAL MILITARY SCHOOLI	NG COMPI	LETED								
COURSE TITLE AND NUMBER DURATION OF CO						RESPONDEN	CE COURSES			
WI			EKS	DAYS	COURS	SE/SUB	COURSE III	LE		URSE HOURS
3. MILITARY QUALIFICATIONS MOS/SSI/AFSC DATE AV	3 <i>(List any</i> NARDED	primary MOS/	SSI whi	ch has been awarded	d on orders.) E OBTAINED (Service 3	School	On the Job T	raining Civilian	Exporionco	oto)
MOS/SSI/AFSC DATE AV	WARDED			ALIFICATIONS WER	E OBTAINED (Service .	3011001,	On the Job 1	raining, Civilian	схрепенсе,	<i>eic.)</i>
4. INDICATE ANY ON THE JOE	3 TRAININ	I G WHICH IS Q	UALIFY	ING FOR AN MOS/S	SI WHICH HAS NOT YE		AWARDED	ON ORDERS.		
DUTY MOS/SSI/AFSC					E OF POSITION				FROM	ТО

			Page 3 of 3					
	SECTION IV - PERSONA	L BACKGROUND QUESTIONAIRE						
YES NO	(All Applicants Must Complete) Utilize the Continuation/Remarks sect Attach a seperate sheet of paper if more space is necessary.	ion to fully explain any "YES" answers (except 9 & 10).						
	1. Within the last five years, have you been fired for any reason?							
	2. Within the last five years, have you quit a job after being notified that	t you would be fired?						
	3. Have you ever been convicted, forfeited collateral, or now under ch	arges for any felony or firearms or explosives offense against t	he law?					
	4. During the past seven years, have you been convicted, imprisoned offense against the law not included in Question 3?	, on probation or parole, or forfeited collateral or are you now u	nder charges for any					
	5. While in the military, have you ever been convicted by a General Co	urt Martial?						
	6. Does the United States Government employ, in a civilian capacity of	or as a member of the Armed Forces, any relative of yours by b	lood or marriage?					
	7. Do you receive or are you entitled to receive federal, military retired federal, civilian service, or eligible for immediate federal civil service?	d or retainer pay, service annuities, or other compensation base	∍d upon military,					
	<ol> <li>8. Have you ever been removed from military service due to unsuitabi</li> <li>9. Will you be able to complete a minimum of 5 years of continuous A Mandatory Removal Date (MRD)?</li> </ol>		rice or your					
	10. Are you a candidate for an elected office, holding a civil office (ful AR 600-20/ANGI 36-101/DoD Directive 1344.10, Political Activities by		ied in					
	11. Have you been involuntarily removed from unit (Selected Reserve retention board action?	-	tion or selective					
	<ol> <li>Have you been involuntarily removed from unit (Selected Reserve including but not limited to relief from command in the past year?</li> </ol>	) service for cause or been relieved for cause from any duty as	signment,					
	13. Do you currently possess or is a report of suspension of favorab	e actions pending?						
	14. Have you voluntarily separated from the AGR Program in any state		Only)					
	15. Have you been voluntarily separated from the AGR Program or vo							
	<ol> <li>(OFFICERS AND WARRANT OFFICERS ONLY.) Have you been Headquarters, or Department of the Army Headquarters, within the p</li> </ol>		board convened by					
	17. Have you met the minimum requirement for each fitness component	ent by scoring an overall score of 75 points or higher, per AFI 3	6-2905.					
	• SECTION V - ontinuation/Remarks section to fully explain any "YES" answers (except	CONTINUATION/REMARKS						
	mpleted this application with the knowledge and understanding that		-					
agencies	to the release of information concerning my capacity and fitness by employer, educational institution, law enforcement agencies, and other individuals and agencies to personnel specialists for purpose of employment. I also understand that a false answer to any question in this application may be grounds for not being employed, or for being released after I begin work.							
		SIGNATURE:	DATE:					
	hat all of the statements made by me are true, complete, and the best of my knowledge and belief and are made in good faith.							
l			1					

#### **TEXAS ARMY NATIONAL GUARD TITLE 32 AGR**

#### VA Disability Benefits Questionnaire

1. Are you receiving VA disability benefits?	YES	NO	(CIRCLE ONE)
2. Are you entitled to receive VA disability benefits, but for the receipt of the retired pay?	YES	NO	(CIRCLE ONE)
3. Have you received VA disability benefits in the past?	YES	NO	(CIRCLE ONE)
4. If you are not receiving VA disability, have you filed for the VA disability benefits?	YES	NO	(CIRCLE ONE)
5. If you are drawing VA disability benefits at what percentage?		%	

If you answered yes to any question above, I understand that I must take an Active Duty physical at Military Entrance Processing Station (MEPS) IAW AR 40-501 within 30 days of notification of selection for an AGR position. I understand that I must take all medical documents and VA Disability documents with me to MEPS on the day of the physical.

Full name (Last, First Middle)	Signature	Date

As of 19 February 2014

Prescribed By: DoDI 1304.02

#### CUI when filled

Trescribed By: Dobi 1304	1.02												
	POLICE RECORD C	HECI	ĸ			1. DATE	OF REQU	EST (`	YYYYMMDD)	OME	3 No. ( 3 appro 50531		0007 expires
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	OUR FORM TO THE ABOVE ORG	ANIZA	TION. RETU	JRN COMPI	ETED FORM	TO ADDRE	SS SHOWN A	AT BOT	TTOM OF FORM	l.			
SECTION I - (To be completed by Recruiting Service) 2 NAME OF APPLICANT (Last First Middle 3 SEX 4. PLACE OF BIRTH													
2. NAME OF APPLICAN	IT (Last, First, Middle	3. S	EX		-	н							
Name(s), Alias)			MALE	A. CITY		B. COUNTY			Y	C. STA	TE		
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(2) NOT HISPANIC OR LATINO (3) BLACK OR AFRICAN AMERICAN													
8. ADDRESS IN ADDRE	SSEE'S JURISDICTION (See	e "MA	IL TO" bl	ock)					9. DATES RE	SIDED	AT TH	IIS AI	DDRESS
A. NUMBER AND STRE	ET (include apartment no.)	B. CI	ΓY	(	C. STATE		D. ZIP CO	DDE	A. FROM		В. ТС		
									(YYYYMMDL	D)	(YYY	YMM	1DD)
10. PERSON MAKING 1	THIS REQUEST												
A. NAME (Last, First, Mi	ddle Name(s))		B. RANI	ĸ	C. SIGNA	TURE			D. TITLE				
SECTION II - (To be com	ipleted by Applicant)				CT STATEME	NT							
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enforcement agencies. Compl	ne information collected on this form i eted forms are used to conduct back ial military personnel SORNs maintai	ground	records che	ecks used to									
ROUTINE USE(S): The routing DoDM 1145.02, Military Entrar	e uses are found in the associated sy nee Processing Station (MEPS); http Recruiting Prospect System; http://dp uiting Information Support System (A ruiting Information Support System (Selection System; http://dpcd.defen les System of Records; http://www.g	ystem o os://www	of records no w.esd.whs.r	otices listed nil/Portals/54	below: 4/Documents/	DD/issuances	s/dodm/11450	)2m.pd	f?ver=2018-07-2	3-121425	917		
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used to conduct the police rec	ords check and keep all records toge	ether du	ring the enl	istment proc	ess.	ment in the A	imed Forces	or the t	Jilleu States. Ar	rapplican	15 3311	IS	
11. I HEREBY CONSEN INFORMATION REQUE	T TO RELEASE YOUR FILES	S FRC	OM THE		SIGNATU	IRE							
SECTION III - (To be con	npleted by Police or Juvenile A	Agenc											
	pove, who claims to have resid			ess shown	above has	s applied fo	or enlistmer	nt in th	ne Armed For	ces of th	e Unit	ed	
	om your files the information re											ou -	
12. DOES THE APPLIC	ANT HAVE A POLICE OR JU	JVENI	LE RECO	ORD, TO I	NCLUDE N	IINOR TRA	AFFIC VIO	LATIC	DNS?	YE:	s		NO
(if YES, what was the c	offense or charge, date, dispos	sition a	and sente	nce?)									
13. IS APPLICANT NOV	V UNDERGOING COURT AC	TION	OF ANY	KIND?						YE:	S		NO
(if YES, give details.)													
	IAT THE ABOVE DATA, AS										LE IN	THIS	OFFICE.
	CONFIDENTIAL AND CANN	OT BI	E USED I	N ANY O	1			OFFIC	IAL PURPOS	SES.			
14. DATE (YYYYMMDD)	) 15. TITLE				16. VERI	FIED BY (	Signature)						
LAW ENFORCEMENT	AGENCY					TING AGE	INCY						
DD FORM 369, API	R 2019		PREVIC	US EDITI	ON IS OBS	OLETE.			by: OUSD(P&F	र)		Pa	ge 1 of 1