

HUMAN RESOURCE OFFICE
THE ADJUTANT GENERAL OF VIRGINIA
BUILDING 316, FORT PICKETT
BLACKSTONE, VA 23824-6316

STATEWIDE ARMY AGR VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 62-04 POSITION TITLE: Supply Sergeant

GRADES: SSG/E-6 DMOS: 92Y30

FEMALE ASSIGNMENT ELIGIBILITY: No

UNIT: Co B 2-116th INF

Location: Lexington, Virginia

OPENING DATE: 22 September 2004

CLOSING DATE: 22 October 2004

POC FOR ADDITIONAL INFORMATION: SSG Sheryl Scott, (434) 298-6330, or DSN 438-6330 or e-mail to Mrs Brenda Ralls at brenda.ralls@va.ngb.army.mil

QUALIFICATIONS FOR ENTRY IN THE AGR PROGRAM:

MEMBERSHIP: When applying for an AGR position on full-time National Guard duty (FTNGD) under State control, must be a federally recognized ARNGUS soldier. Appointment, or enlistment, must be completed prior to reporting to an initial AGR entry point.

PHYSICAL AND MEDICAL: Must be medically certified as drug free, be tested negative for human immunodeficiency virus (HIV), and not be pregnant, per AR 40-501 and AR 600-110. Must meet the body composition standards prescribed in AR 600-9. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.

MILITARY EDUCATION: If an officer in the grade of Lieutenant or captain, with less than 5 years time in grade must have completed an officer basic course. Captain, with at least 5 years time in grade, must have completed an officer advanced course. Major, with at least 5 years time in grade, must have completed at least 50 percent of the Army Command and General Staff Officers course (CGSOC), or its equivalent.

YEARS OF SERVICE: Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of AS. The date of mandatory removal from an active status based on age, or service (without an extensions), under any provisions of law or regulation.

GRADE AND SPECIALTY: If an officer, must possess the grade equal to or below that authorized for the AGR duty position. Must possess the military occupational specialty (MOS) area of concentration (AOC) commensurate with the AGR duty position.

ADMINISTRATIVE REQUIREMENT: Must sign an appropriate certificate of agreement and understanding relative to service on AGR status.

VAHR-M

SUBJECT: VaARNG AGR Vacancy Announcement Number 62-04

BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES: Accomplishes the following day-to-day functions: Request, exchange, issue, recover and turn-in of personal clothing in accordance with current directives. Accounts for item hand receipted to the unit by issue to and turn-in from individuals. Requests, receives, stores and turns in property as required and directed by the PBO. Assists members of the unit in obtaining items other than MTOE and OCIE equipment required for their operations. Maintains records and reports on POL at unit level as required. Inventories sensitive items in accordance with current directives. Sub-hand receipts property to user level and accounts for all property non sub-hand receipted. Represents the commander during all supply-related visits. Maintains expendable/durable document register for the unit. Maintains a repair parts document register for the unit. Initiates inventory adjustment documents for the unit. Furnishes supply related feeder reports as required. Provides technical assistance to subordinate detachments if applicable. Works under the administrative supervision of the Senior Full Time Support Person of the unit to which assigned. Accomplishes day-to-day assignments independently in accordance with established policies and procedures. Receives technical guidance from the Battalion Supply Sergeant.

WHO MAY APPLY: Open to all AGR/Military Technicians/Traditional enlisted, grades SPC/E4 through SSG/E6, who are members of the Virginia Army National Guard. SSG/E6 must be qualified in the following MOS: 92Y30. SPC/E4-SGT/E5 if not qualified must become qualified within 12 months in the following MOS: 92Y10/92Y20.

NOTE: ENLISTED NOT CURRENTLY AGR AND NOT QUALIFIED MAY APPLY FOR THIS POSITION. HOWEVER, IF SELECTED AND NOT QUALIFIED, ENLISTED WILL NOT BE APPOINTED IN THE AGR PROGRAM UNTIL QUALIFIED.

QUALIFICATIONS FOR SUBSEQUENT DUTY IN THE AGR PROGRAM: (This applies to current on-board Virginia AGR enlisted only.)

1. Must possess the grade equal to, or below, that authorized for the AGR duty position as described on the announcement.
2. Must possess or be able to gain within 12 months, the specialty required for the AGR duty position- 92Y10/92Y20/92Y30

HOW TO APPLY: Interested applicants must submit the following documents:

1. Completed NGB Form 34-1 (**signed and dated**)
2. Copies of last **five consecutive** NCOERs. If you are a new E-5 and have not yet received an NCOER, you may submit an letter of recommendation in lieu of the NCOER.
3. **Certified** copy of DA Form 2-1
4. Copy of current physical (DD2807-1 and DD2808 completed within the last five years)
5. Photograph in Class A uniform (taken within the last 12 months). Official photo not required. Photo must be dated.

VAHR-M

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6. Documentation to support all periods of duty/service creditable for retirement. Any of the following may be used **DD Forms 214, DA Form 1506, or NGB Forms 23/23B**)

7. Any additions information the applicant may wish to submit for consideration (i.e., DA Form 705, Height and Weight Statement, etc.)

Length of Tour: Three (3) years subject to program continuance; members successfully completing initial tour will be afforded priority for tour extension, after completing initial tour. Selected individual will be required to remain in this position for 3 years.

SECURITY CLEARANCE: Position requires a "SECRET" security clearance. Must be able to obtain as a minimum, an "interim" clearance **prior to appointment** to the position. If tentatively selected for a position and soldier cannot be granted an interim clearance prior to appointment to the position, and a waiver is not approved, the offer for the position may be revoked.

QUALIFICATION REQUIREMENTS: Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-10 and AR 135-18.

SPECIAL INFORMATION: Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application. Failure to provide current information may result in non-referral for consideration.

REMARKS: Submit applications to this HQ, ATTN: VAHR-M, Building 316, Ft Pickett, Blackstone, Virginia 23824-6316, NLT close of business on 22 October 2004. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding. **No faxed applications will be accepted.**

A complete listing of all current Virginia National Guard AGR Employment Opportunity Announcements is available at www.varich.ang.af.mil (Click on Job Announcements).

FOR THE ADJUTANT GENERAL:

//signed//
DAVID A. ARCHER
COL, AD, VaARNG
Human Resource Officer