ARMY and/or AIR National Guard FTNGD-OS VACANCY ANNOUNCEMENT

DEPARTMENT OF THE ARMY AND AIR FORCE
JOINT FORCE HEADQUARTERS - ARIZONA
5636 E. McDowell Road
Phoenix, Arizona 85008-3495

ANNOUNCEMENT NUMBER: 16-034 **DATE: 28 Oct 16** **CLOSING DATE: 11 Nov 16**

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
IST/ISR COORDINATOR ASSISTANT, PARA 0000 LINE 00, E5, 00F

APPOINTMENT FACTORS: **OFFICER( )** **WARRANT OFFICER( )** **ENLISTED(X)**

LOCATION OF POSITION:
AZARNG RRB, PHOENIX, AZ

WHO MAY APPLY:
Must be a current member of the AZ National Guard within the grades of E4 and E5

AREA OF CONSIDERATION: This position is **open to the grades of: E4 to E5. Individual selected will receive an FTNGD-OS Tour with the Arizona Army and/or Air National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement.**

INSTRUCTIONS FOR APPLYING: The documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.** Applicants will submit their application via FTSMCS at https://ftsmcs.ngb.army.mil/protected/jobs/.

1. DA Form 1058-R ADOS application - must be signed by your commander for approval
2. Individual Medical Readiness Record (MEDPROS).
3. All DD Form 214's or NGB Form 22's
4. DA Form 705 (APFT), within the last 12 months (ensure that height and weight are annotated). Profiles must be attached if applicable.
5. Body Fat Worksheet (DA Form 5500-R) if applicable
6. DD Form 369 (Oct 2011) Police Record Check (fill out blocks 1-9 (b) and sign block 11)
7. Negative pregnancy test - test must be taken within 2 weeks of annoucement closing
8. CERTIFIED copy of current ERB (please note CERTIFIED)
9. Applicants will submit their application to the AZNG Human Resources Office (ATTN: AGR Office SSG Ericksen) located in the Personnel Readiness Center, second floor or at https://ftsmcs.ngb.army.mil/protected/jobs/

POSITION COMPATIBILITY REQUIREMENTS:
The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 00F

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must meet the Army medical retention standards in accordance with AR 40-501, Chapter 3.
2. Must meet the Army body fat standards IAW AR 600–9.
3. No record of conviction by special or general courts-martial or civilian courts of offenses listed in AR 27-10 (Military Justice), chapter 24 or otherwise required to register as a sexual offender under AR 27-10, chapter 24.
4. Must be able to possess a SECRET clearance (please print ERB)
5. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
6. Must be able to pass the 3 event APFT
7. Qualifying scores – A minimum score of 110 in aptitude area GT on the Armed Services Vocational Aptitude Battery (ASVAB). Line score waivers will be considered for Soldiers with GT scores less than 110 provided the Soldier has a GT of 100 and an ST of 100 for ASVAB test administered prior to 2 January 2002 or a GT of 100 and ST of 96 on ASVAB tests administered on or after 2 January 2002.
8. Must not have a Type I or Type II Offense (See HQDA EXORD 193-14, Annex B)
9. Must be able to produce a favorable National Agency Check with Law and Credit (NACLC)
10. Must complete a Department of the Army Sensitive Duty Assignment Eligibility Questionnaire (DA Form 7424)
11. Must not be listed on the National Sex Offender Public Website
12. Must receive favorable results after completing a DD Form 369
13. Must complete, and provide, a Behavioral Health Interview (DA Form 3822) to local RRBN CDR
14. Must have favorable post selection results from:Department of Army Inspector General (DAIG); Criminal Investigation Division (CID); Office of Military Personnel File Review; Army Substance Abuse Program

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BRIEF JOB DESCRIPTION:
Serves as assistant to the IST/ISR Coordinator. Should be well versed in RCAS, AUVS, RMS, MEDPROS, iPERMS, and all pertinent HR regulations; NGR 600-200, NGR 601-1, and AR 135-178. Must possess excellent professional conversational skills. Reviews incoming/outgoing IST/ ISR packets for correctness/completeness. Follows up with individuals, units, and other states for missing documentation to ensure the IST/ ISR transfers are completed in a timely manner. Uploads IST/ISR packets into iPERMS. Coordinates with transferring Soldiers and gaining units they will be going to for monthly Battle Hand Offs.

SELECTING SUPERVISOR:
R&R Commander

CONTACT INFO:
SSG Ericksen
(DSN)
(Com) 602-629-4819
(Email) rebekah.f.ericksen.mil@mail.mil

EQUAL OPPORTUNITY:
The Arizona National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.