

STATE WIDE  
**ARMY AGR VACANCY ANNOUNCEMENT**  
ARIZONA ARMY NATIONAL GUARD ACTIVE GUARD AND RESERVE  
HUMAN RESOURCE OFFICE  
5636 East McDowell Road, Phoenix, AZ 85008-3495  
PHONE (602) 629-4821; DSN 853-4821  
WEBSITE: //dema.az.gov/azng-human-resources

---

**ANNOUNCEMENT NUMBER: 16-242AG    OPEN DATE: 6-June-2016    CLOSING DATE: 20 June 2016**

---

**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**  
ASSISTANT SUPPLY SGT, PAR/LIN: 108/03, PFC E-3/ SPC E-4 92Y10

**LOCATION OF POSITION:** HHC 1-158<sup>TH</sup> INFANTRY BATTALION PHOENIX, AZ 85008

---

**APPOINTMENT FACTORS:**  OFFICER     WARRANT OFFICER     ENLISTED

---

**AREA OF CONSIDERATION:** This position is in the Active Guard and Reserve Force and is open to current members of the Army National Guard in the grades of E-3/PFC and E-4/SPC. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position, applicants must meet minimum qualifications as outlined on the reverse of this announcement.

**NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.198012**

**NOTE: Applicants must be 92Y MOSQ or be able to become 92Y MOSQ within 12 months of being hired.**

---

**INSTRUCTIONS FOR APPLYING:** IAW NGR 600-5, paragraph 2-2, 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.**

- a. NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position). Ensure that you annotate both announcement number and position title on the top of page one of the application.
- b. AZ ARNG Form 34-1 (13 Feb 98).
- c. AZNG Form 335-4-R (1 Apr 1992).
- d. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- e. Certified copy of Enlisted Record Brief (ERB) as appropriate.
- f. Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)).
- g. Completed DA Form 705's (APFT), reflecting APFT and HT/WT history for the last 5 years (as applicable). Temporary profiles must be attached to account for APFT and HT/WT absences.
- h. Body Fat Worksheet (DA Form 5500-R) if applicable.
- i. All DD Form 214's or NGB Form 22's
- j. DD Form 369 (Oct 2011) Police Record Check

THE HUMAN RESOURCES OFFICE WILL NOT ACCEPT APPLICATIONS THAT ARE MAILED AT GOVERNMENT EXPENSE OR FORWARDED THROUGH A GOVERNMENT MAIL DELIVERY/DISTRIBUTION SYSTEM WITHOUT POSTAGE. FAXED APPLICATIONS FROM A GOVERNMENT PHONE NUMBER WILL NOT BE ACCEPTED. ALL APPLICATIONS MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT IN PERSON OR BY MAIL.

**\*\* We recommend that you have a member of your unit review your application prior to submission to our office. \*\***

---

**POSITION COMPATIBILITY REQUIREMENTS:** The individual(s) must be a member of the Arizona (ARMY) National Guard and qualify for and be placed in the following compatible MOS/AOC: **ENL: 92Y10 OFF:    WO:**  
 MUST POSSES     ABLE TO QUALIFY

---

**APPOINTMENT REQUIREMENTS:**

1. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.
2. Soldiers must meet the physical requirements of AR 600-9.
3. Must have the potential to become MOS qualified in the first 12 months or be released from AD/FTNGD.
4. ARNG applicants must be able to serve at least 3 years in AGR status prior to completing 18 years of Active Service or mandatory removal from active service based on age or service (without any extensions) under any provision of law or regulation as prescribed by current directives.
5. AGR Soldiers will not be reassigned during the first 36 months of their initial tour except in the event of mobilization, force structure changes, or an exception to policy granted by the AGR Program Manager.
6. Must possess the grade equal to or below that authorized for the AGR duty position.
7. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
8. Permanent Change of Station (PCS) expenses may be authorized for this position. Authorization of payment of PCS expenses will be granted only after a determination is made that a PCS is in the best interest of the Arizona Army National Guard and upon availability of funds from the National Guard Bureau.
9. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
10. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions.
11. Applicants who answer YES to questions 8, or 12-16 of section IV, NGB Form 34-1, or have not completed Initial Entry Training (IET) are ineligible to apply to include DD214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4,26, AR 135-178 Chapter 8,3 and 635-200 Chapter 11.
12. Individuals selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control Graded positions.

---

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION OR THE MOS PREREQUISITES:**

Physical demands rating and qualifications for initial award of MOS:

- (1) A physical demands rating of heavy.
- (2) A physical profile of 222222.
- (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.
- (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 92Y 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.

---

**BRIEF JOB DESCRIPTION:** Assist in the daily functions of the battalion S4 by supervising and performing tasks involving the general upkeep and maintenance of the battalion. Responsible for the logistical sustainment for the battalion. Make sure the soldiers are properly supplied and that their equipment is maintained in battle-ready order by supervising company maintenance programs. Manage reports from the companies including but not limited to: FMO work orders, excess property reports, discharge reports, CSMS work orders, and fuel reports. QA/QC for the battalion on all S4 documents including monthly sensitive item inventories and cyclic inventories. Manage FLIPLs by managing the FLIPL process and maintaining a battalion tracker. Oversee companies CSDP programs along with managing the BN S4 CSDP program. Responsible for inspecting, evaluating, and helping companies with all supply and logistic functions. Operates and conducts LOG OPS in the FTCP and CTCP during FTX's. Must have a knowledge of how the infantry fits into the overall scheme of unit logistics. Should have excellent written and spoken communication skills, since they will have to write many memos and perform briefings. Should have strong interpersonal skills since they will have to work well with superior officers and noncommissioned officers

**SELECTING OFFICIAL:** Battalion Administrative Officer

---