

# NATION WIDE ARMY OTOT VACANCY ANNOUNCEMENT

ARIZONA ARMY NATIONAL GUARD  
ACTIVE GUARD AND RESERVE  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Phoenix, AZ 85008-3495  
PHONE: (602) 629-4804; DSN 853-4804

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**ANNOUNCEMENT NUMBER: 19-022OT**

**OPEN: 14 December 2018**

**CLOSE: 11 January 2019**

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

TRAINING NCO, PAR/LIN: 001C/05, SSG, 00F30

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**APPOINTMENT FACTORS:**

**OFFICER: ( )**

**WARRANT OFFICER: ( )**

**ENLISTED: (X)**

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**LOCATION OF POSITION:**

215<sup>th</sup> Regiment Regional Training Institute (RTI), (W8F3AA) 5425 E. MCDOWELL RD, PHOENIX, AZ 85008

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**AREA OF CONSIDERATION:** This position is ONE TIME ONLY TOUR in the Active Guard and Reserve Force and is open to current members of the Army National Guard and those eligible to become members of the Arizona Army National Guard in the pay grade of **E5/SGT through E6/SSG**. Individual selected will be on a ONE TIME ONLY TOUR of 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 within this announcement.

**\*NOTE: Tour dates are subject to Incumbent's Title-10 period of service**

**\*NOTE: If selected, there is no promotion opportunity for the OTOT position.**

**\*NOTE: PCS funds are unavailable.**

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**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.)
- b. 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.
- c. Provide last 3 NCOERs, as applicable. Letters of Recommendation may be submitted in addition to NOCERs.
- d. Certified copy of Enlisted Record Brief (ERB). Verify ASVAB line scores are annotated on the ERB
- e. Statement of all active service performed. The following documents are acceptable – Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)). For other services, equivalent retirement points statement. Must be within 1 year of Annual Ending Date (AYE).
- f. Certificate of Release or Discharge (DD Form 214(s), DD Form 220(s) and any accompanying DD Form 215(s) if applicable).
- g. DA Form 1506 (Statement of Service) Title 10/Active Duty applicants only.
- h. DA Photograph in military uniform taken within the last 24 months is required. DA Photographs are valid for five years. The ranks of SGTs and below are not required to have a current DA Photograph on file.
- i. AZNG Form 335-4-R (Apr 1992).
- j. DA Form 705 (APFT) or DTMS print out: last 5 Record APFTs (ensure that height and weight are annotated on DA 705). If selected, must have passed a record APFT within the last 6 months. Profiles must be attached if applicable.
- k. Proof of meeting body composition standards IAW AR 600-9. DTMS printout can be used. (DA Form 5500/5501, if applicable)
- l. Must possess a Secret clearance

**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. \*\***

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**POSITION COMPATIBILITY REQUIREMENTS:**

**The individual(s) must be a current member or be eligible to become a member of the Arizona (ARMY) National Guard and qualify for and be placed in the following compatible MOS/AOC: N/A**

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**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 possess the grade equal to or below that authorized for the AGR duty position.
4. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).

5. Permanent Change of Station (PCS) expenses is not authorized for this position.
  6. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
  7. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
  8. Applicants who answer YES to questions 8, or 12-18 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 (DFR), 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.
  9. The Arizona National Guard, at its sole discretion, reserves the right to pursue waivers, when applicable, IAW AR 135-18, Table 2-2 and NGR 600-5, Table 2-1.
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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION OR THE MOS PREREQUISITES:**

N/A

**BRIEF JOB DESCRIPTION:**

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Serves as the Training NCO responsible for the management of training for a unit of 50 Soldiers. Monitors and schedules individual Soldier training for MOSQ, NCOES, and course instructor qualifications. Facilitates DTMS, AFCOS, and ATRRS. Schedules and prepares unit training areas, ranges, and equipment for unit IDT and schoolhouse instruction. Ensures unit timely and accurate reporting to higher headquarters for training slides and meetings. Maintains Officer Candidate School (OCS) student and instructor qualification records and conducts regular inspections to ensure compliance with the proponent accreditation requirements. Receives training support requests from Branch Managers for training aids and training materials, and coordinates requests with Supply NCO. Coordinates with outside entities for guest instructors and supports personnel. Creates, reviews, modifies, and posts training schedules for OCS courses conducted by the RTI. Assists Course Managers with the duties of School Manager for OCS and WOCS programs, and WOCS programs.

**NOMINATING OFFICIAL:** LTC Blaney

**SELECTING OFFICIAL:** COL Bozicevic