

**ARMY AGR VACANCY ANNOUNCEMENT**  
**ARIZONA ARMY NATIONAL GUARD**  
**ACTIVE GUARD AND RESERVE**  
**HUMAN RESOURCE OFFICE**  
5636 East McDowell Road, Phoenix, AZ 85008-3495  
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WEBSITE: [www.dema.az.gov](http://www.dema.az.gov)

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ANNOUNCEMENT NUMBER: 22-156AR

DATE: 21 Sep 22

CLOSING DATE: 13 Oct 22

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POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:  
READINESS NCO/PLATOON SGT, PARA 514 LINE 04, E7, 15W4

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APPOINTMENT FACTORS:	OFFICER()	WARRANT OFFICER()	ENLISTED(X)
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**LOCATION OF POSITION:**

SILVERBELL ARMY HELOPORT, RED ROCK, AZ 85145

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**WHO MAY APPLY:**

Must be within the grade(s) of E7. NATIONWIDE Must be 15W qualified.

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**AREA OF CONSIDERATION:** This position is **open to the grades of: E7**. Individual selected will receive an AGR Tour with the Arizona Army National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement.

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**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. Applications must be submitted following the instructions on this announcement. Applications are accepted through FTSMCS, please see FTSMCS INSTRUCTIONS located on DEMA website. If you are unable to login in to FTSMCS please check the email address associated with your CAC for accuracy on the RAPIDS Self-Service Online. If updates are needed it can be done at your nearest DEERS/RAPIDS Office. Incomplete applications will not be processed

1. Completed NGB 34-1
  2. AZNG Form 335-4-R
  3. All DD Form 214's or NGB Form 22's
  4. Photo copies of Last 5 OERs/NCOERs
  5. Copy of ORB/ERB
  6. Provide copy of NGB Form 23B
  7. Provide copy of Individual Medical Readiness Record (MEDPROS). PHA must have been completed within 15 months.
  8. Passing body fat standard within 6 months – Within COVID19 Guidelines (DTMS print out and/or DA Form 5500-R if applicable.)
  9. Passing APFT within 6 months – Within COVID19 Guidelines (DA Form 705 or DTMS print out). Profiles must be attached if applicable.
  10. DD Form 369 (Oct 2011) Police Record Check (fill out blocks 1-9 (b) and sign block 11 )
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**POSITION COMPATIBILITY REQUIREMENTS:**

**The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 15W4**

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

1. Must be 15W qualified
  2. (1) Ability to attain the Human Resources Specialist MOS (2) SLC graduate; (3) Have knowledge and/or experience with Integrated Personnel and Pay System – Army (IPPS-A) (4) Have knowledge and/or experience with integrated Personnel Electronic Records Management System (iPERMS); (5) Have knowledge and/or experience with RPAM, and all other Army HR systems used within AZARNG; (6) Principles of personnel management; (7) Basic knowledge of Microsoft programs; (8) A minimum physical profile of 222221
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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. 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.
4. 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.
5. Must possess the grade equal to or below that authorized for the AGR duty position.
6. Acceptance of an AGR position TERMINATES entitlements to be Selected Reserve Incentive Program (SRIP).
7. 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 PCS is in the best interest of the Arizona Army National Guard and upon availability of funds from the National Guard Bureau.

8. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
9. Must not be flagged in IPPS-A for weight, APFT, security violations or pending any adverse actions
10. Applicants who answer "yes" to questions 8, or 12-17 of section IV, NGB Form 34-1, or have not completed Initial entry training (IET) are ineligible to apply. 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) are also ineligible to apply.
11. 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.
12. The Arizona National Guard, at its sole discretion, reserves the right to pursue waivers, when applicable, IAW AR 135-18, Table 2-2.

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**SELECTING SUPERVISOR:**

LTC DOUGLAS

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**BRIEF JOB DESCRIPTION:**

Serves as a Company Readiness NCO, will create travel authorizations and vouchers through the Defense Travel System (DTS). Possess a working knowledge of Army Training Resource Requirements System (ATRRS) for schools input/prepare Soldiers for schools. Track progress of unit Mission Essential Task List(METL) Tasks through DTMS. Understanding of data collection and entry for the Unit Status Report (USR). Adhere to the unit's tactical Standard Operating Procedures (SOP) by ensuring all training is performed to standard. Coordinates and assists with scheduling for use of training sites and facilities for the unit. Support the Unit Commander and 1SG in all matters concerning personnel, equipment, supply and training readiness issues and retention goals. Support the Higher Headquarters with necessary readiness indicator data to accurately and timely complete reports. Normal duty day requires occasional evening meetings with unit leadership and higher headquarters. Responsible for supervising the successful accomplishment of the Commander's mobilization readiness objectives. Responsible for all orders input and pay activities. Anticipate and recommend solutions to needs of the unit in all aspects of unit readiness. The Readiness NCO will be involved in the day-to-day supervision of training management, mobilization planning, supply, maintenance, and personnel functions relating to the welfare of the Soldiers and mission capability. Act as the Commander's day-to-day representative and spokesperson in the daily operations of the unit and to ensure the highest readiness status of the unit. Operate in their MTO&E position during IDT and other training periods. Prepares and conducts air reconnaissance surveillance, targeting and acquisition missions. Plans and analyzes flight missions. Deploys and redeploys the UAV ground and air system. Operates and performs operator level maintenance on communications equipment, power sources, light and heavy wheel vehicle and some crane operations. Launches and recovers the air vehicle, performs pre-flight, in flight and post-flight checks and procedures. Participate in mission planning, using maps, terrain studies, and intelligence reports. Performs site selection and supervises site setup of UAV ground equipment using maps, aerial photographs, terrain studies, and intelligence reports. Assist in intelligence collection and dissemination. Coordinate methods of employment to higher and adjacent units. Supervise operations and activities of the platoon. PERFORMS OTHER DUTIES AS ASSIGNED. Must be able to pass the Army Physical Fitness Test (APFT) / Army Combat Fitness Test (ACFT) and meet Body Composition standards IAW AR 600-9.

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**EQUAL OPPORTUNITY:**

The Arizona National Guard is an Equal Employment Opportunity Employer. Soldiers 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.