ANNOUNCEMENT NUMBER: 22-161C  DATE: 30 Sep 22  CLOSING DATE: 07 Oct 22

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
OFFICER PERSONNEL MANAGER, PARA 209A LINE 02, W4, 420A

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

LOCATION OF POSITION:
ARNG STAFF ELEMENT, JOINT FORCES, 5636 EAST MCDOWELL BLDG M5101 PHOENIX AZ 85008

WHO MAY APPLY:
Must be a current on-board AGR in the State of AZ within the grade(s) of W2 and W4.

AREA OF CONSIDERATION: This position is open to current members of the Arizona Army National Guard in the grades of: W2 to W4 and already be AGR in the state of Arizona. 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. Applications are accepted through FTSMCS, please see FTSMCS INSTRUCTIONS.. 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. BIO Sketch
2. last 3 OERs (if applicable)
3. Copy of ORB
4. Provide copy of Individual Medical Readiness Record (MEDPROS). PHA must have been completed within 15 months.
5. Passing body fat standard within 6 months – Within COVID19 Guidelines (DTMS print out and/or DA Form 5500-R if applicable.)
6. Passing APFT within 6 months – Within COVID19 Guidelines (DA Form 705 or DTMS print out). Profiles must be attached if applicable.

POSITION COMPATIBILITY REQUIREMENTS:
The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 420A

MINIMUM APPOINTMENT REQUIREMENTS:
1. Must be 420A qualified.

BRIEF JOB DESCRIPTION:
Primary advisor to the Deputy, Chief of Staff G1 for officer and warrant officer personnel management and related administrative actions for officer and warrant officers assigned to the Arizona Army National Guard; responsible for the management of promotions, separations, assignments, transfers, accessions, and appointments; interpret and apply regulations, policy, and law in carrying out officer personnel actions; duties also include preparation, implementation, and management of all related officer and warrant officer retention, promotion, command, assignment, and award boards in order to meet mission readiness objectives set forth by leadership; principle action officer for SMP management in conjunction with the officer strength management section and their ROTC recruiting efforts; assist in preparation and submission of General Officer Federal Recognition packets to NGB; train the force on related officer personnel actions, programs, and management; advise leadership of officer actions pertinent to achieving the goals necessary to support the state's strategic vision.

SELECTING SUPERVISOR:
COL BIELENBERG

CONTACT INFO:
(DSN)  (Com)  (Email)

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.