



STATEWIDE ARMY AGR VACANCY ANNOUNCEMENT



OREGON ARMY NATIONAL GUARD ATTN: DCSPER-AGR PO BOX 14350, SALEM, OR 97309-5047	Security Clearance: Secret	ANNOUNCEMENT NUMBER: AR # 13-07	
		OPENING DATE: 01 February 2013	CLOSING DATE: 28 February 2013
POSITION: Active Guard Reserve (AGR) Recruiting	GRADE: Maximum: E-6 Minimum: E-5	BOARD DATE: 12 March 2013	
POSITION FILL DATE: As needed UNIT: RRB LOCATION: Grants Pass, Camp Rilea, Woodburn, Clackamas	MOS: 79T	POSITION IS OPEN FOR: Male / Female	

1. **AREAS OF CONSIDERATION:** Open to current members of the ARNG and those eligible to become members in the grade of E5-E6. Soldiers above the grade of E5 may apply, but must request administrative reduction to E5 prior to accepting the position. Soldiers must meet initial eligibility requirements of Table 2-1, AR 135-18 and be in compliance with DA PAM 611-21.
2. **QUALIFICATIONS DESIRED:**
 - a. Background in the Human Resources or Recruiting /retention or other related military and civilian experience.
 - b. Computer expertise in current programs.
 - c. Training in time management skills.
 - d. Completion of Army Human Resources and/or Recruiting schools
3. **QUALIFICATIONS FOR INITIAL ENTRY IN THE AGR PROGRAM:** For initial entry in the AGR Program, or subsequent reentry in the AGR program following a break of two or more calendar days, an applicant must possess the qualifications prescribed in AR 135-18, Chapter 2, table 2-1, not be disqualified under tables 2-2 or 2-3, and meet any additional requirements prescribed by the CNGB or CAR per paragraphs 1-4d (3) and 1-4e (3). Applicants must:
 - a. Be a member of the Oregon Army National Guard.
 - b. Request administrative reduction to the grade of E-5 prior to accepting the position if they are currently above the grade of E-5 and do not possess the 79T SQI 4. Soldier must become 79T (SQI 4) qualified within 6 months (180 Days) of assignment. Failure to become qualified within the specified periods is grounds for mandatory, involuntary separation from the AGR program.
 - c. Be medically certified as drug free, tested negative for human immunodeficiency virus (HIV), and not pregnant, per AR 40-501 and AR 600-110, prior to entry on AD or FTNGD in the AGR Program. Meet the medical fitness standards for retention per AR 40-501, Chapter 3. When appropriate, the Soldier must also meet the medical fitness for miscellaneous purposes per AR 40-501, Chapter 5. If PULHES numerical indicator of P3 or P4, then the requirements of AR 600-60 must be met prior to accessing into the AGR program. All applicants must be medically deployable in a world-wide environment. Soldiers with temporary profiles will **NOT** be considered.
 - d. Be able to serve at least 3 years in an AGR status prior to completing 18 years of Active Federal service (any combination of Active Duty, Active Duty Operational Support, Annual Training and/or AGR program for a total of 18 years).
 - e. Be 18 years of age and not reached their 55th birthday.
 - f. Have sufficient time remaining (ETS) to permit completion of tour of duty.
 - g. Not be under current suspension of favorable personnel action (flagged).
 - h. Be able to type a minimum of 25 words per minute.
 - i. ASVAB score with a minimum GT of 100 and an ST of 96 or a GT of 110.
 - j. Have a minimum Physical profile of 122221.
 - k. Possess a minimum of a secret security clearance to apply. Soldiers that cannot obtain a secret clearance will not be considered for entry into the AGR program. Soldiers in the process of obtaining a security clearance will not be considered or boarded.
 - l. Request TAG approval prior to change of employment programs for technicians with 10 years or more creditable service. Applicants will contact the HR office for assistance.
 - m. Have a valid Driver's License (DL).
4. **APPLICATION DOCUMENTATION:** Qualified applicants may submit applications as described below to the address in the upper left hand corner of this announcement. Applications not received by 1300 on the closing date of this announcement, will not be considered. **Applications without all required supporting documents or that contain outdated forms will be returned**

without consideration. DO NOT USE STAPLES. US Government postage and envelopes may not be used for submitting applications. Application will be submitted in a plain manila file folder and will include the following:

- a. Color photograph in Class A uniform (Army Green or Blue service uniform is acceptable), three-quarter or full length, taken within the last 12 months (If printed on photo paper, tape it to an 8.5 x 11 plain white paper).
 - b. NGB 34-1(dated [20101105](#)), Application for Active Guard/Reserve (AGR) Position signed by applicant with any applicable continuation pages attached.
 - c. Copy of JPAS statement, current within 30 days, verifying possession of secret clearance or above.
 - d. Copy of current Drivers License.
 - e. DD Form 369(dated [201110](#)), Police Record Check signed by applicant. (Leave block 10 blank)
 - f. DA Form 2A/B, Personnel Qualification Record (PQR) dated within 30 days.
 - g. Copy of document verifying ASVAB scores (e.g. DA Form 1966/1, DA 2-1, ERB, etc).
 - h. Typing test score sheet from online test. Go online to www.typingtest.com and provide the 3-minute test results.
 - i. Individual Medical Readiness (IMR) record with date of last Periodic Health Assessment (PHA) within 12 months. **(DO NOT USE AKO TO OBTAIN YOUR IMR)**
 - j. NGB Form 23B, Retirement Points Accounting System (RPAM) dated within 30 days (National Guard only).
 - k. Copy of all DD214s, DD220s, or NGB 22s showing all prior service.
 - l. Copy of last three DA Form 2166-8, NCOER (E5 and above) or most recent Specialist/Corporal Promotion Evaluation Report.
 - m. Copy of current DA Form 705 (Army Physical Fitness Test Scorecard) with minimum of the last two scores. Current score must be less than 12 months old. Permanent Profiles must be attached if applicable. Soldiers on temporary profile are not eligible to enter the AGR program and will not be considered.
 - n. Copy of DA Form 5500/5501 (Body Fat Content Worksheet) if applicable, reference AR 600-9.
 - o. Memorandum addressed to DCSPER-AGR requesting interview for the Army AGR Recruiting, PVA AR 13-07. Applicant will state they have reviewed AR 135-18 and that they meet the qualifications for an initial AGR tour. Applicant will include their personal contact information (include personal phone number and email address for all correspondence). Reference AR 25-50 for format of memorandum.
 - p. Letter of recommendation from Company Commander or higher. Other letters of recommendation are optional.
 - q. Other optional memorandums and supporting documents, e.g. memorandum explaining absence of Cass A uniform (submit supporting documentation e.g. Commander's or Supply Sergeant's memo); HR memorandum of TAG approval to change employment programs referenced in para 3l.
5. **SCREENING REQUIREMENTS:** Applicants will be required to take and pass the Army Physical Fitness Test (APFT) and height/weight screening on the day of the scheduled interview. Applicants who are authorized to conduct a phone interview will be required to take an APFT upon return from TDY, and if the Soldier fails HT/WT or APFT they will be removed immediately from consideration (it is the applicant's responsibility to schedule this APFT with the AGR office). Applicants with permanent profiles that meet the screening requirements will take and pass the APFT within the limitations of their profile. Applicants with temporary profiles will not be allowed to take the APFT. Applicants who do not pass the APFT or height/weight screening will not be interviewed. Applications may be rejected if the applicant has a history of inappropriate professional and personal behavior as outlined in TAG-OR AGR management policy, NGR 600-5, and AR 600-20 as determined upon administrative review.
6. **TOUR STABILITY:** AGR Soldiers will not be reassigned during the first 36 months of their initial tour. Soldiers will become MOS qualified commensurate with their new MTOE/TDA duty position within 12 months of assignment and a secondary MOS as required by the AGR voucher (e.g. 42A, 92A, 11B, 12B etc). Failure to become qualified within the specified periods is grounds for mandatory, involuntary separation from the AGR program. Applicants must meet the physical demand rating and qualifications for award of MOS in accordance with DA Pamphlet 611-21 and NGR 600-200.
7. **UNIFORM:** Applicant will take the APFT in the approved APFU and will interview in Class A (Green or Blue service uniform). Phone interviews will only be considered for Soldiers with an official military obligation or Soldiers applying from states other than Oregon. Soldiers not issued Class A will submit documentation from their Unit Supply NCO explaining why Class A uniform has not been issued.
8. **EVALUATION:** Candidates will be evaluated on the basis of their attention to detail, education, experience, training, and performance based on individual application and interview. It is recommended applicants review NGR 601-1, AR 600-8-19, AR 135-18, and NGR 600-5.
9. **LAW ENFORCEMENT BACKGROUND CHECK:** Prior to appointment, this position requires a law enforcement background check. By submitting this application you hereby authorize this agency to conduct the necessary review.
10. **RECRUITING HIRING PLACEMENT:** Applicants who pass the board interview will be eligible for placement in the Oregon AGR force. The list of eligible applicants will be valid for a 90 day period. It is the Soldier's responsibility to remain eligible for an initial AGR tour during this 90 day period as outlined in AR 135-18 and other references listed in this PVA. Soldiers will be required to cross-train. Upon completion of, or near the end of the initial tour, Soldiers may be reassigned if command recommends subsequent AGR tour (e.g. Admin / Training NCO to Supply SGT/Recruiter, etc).

11. **EQUAL OPPORTUNITY:** The Oregon National Guard is an Equal Opportunity Employer and all qualified applicants receive consideration for this announcement without regard to race, color, religion, gender, national origin or reprisal.
12. **INSTRUCTIONS TO COMMANDERS/SUPERVISORS:** This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board and on S1 NET.
13. **ADMIN NOTES:** Soldiers that are requesting a phone interview due to official military business or that live in a State other than Oregon must include a paragraph in the memo referenced above (4o) stating the reason for the request and attach all supporting documentation (be specific as to the reason for the request and include your chain of command contact information, TDY orders, home of record is in another state etc.). Qualified applicants will be contacted by phone confirming they will be participating in the boarding process, once the initial contact has been made the applicant will receive an email containing the instructions for the day of the board. Soldier's not meeting the requirements will receive an email sent to the address provided in reference 4o explaining why they will not be entering the boarding process. After recommendation is approved by The Adjutant General or his representative, the AGR office will confirm recommendation or non-recommendation by memorandum via email (Soldiers are responsible for providing their current or updated information). Once the Soldier is on the list they must maintain all eligibility criteria for initial entry. The list is valid for 90 days. If the Soldier turns down an offered position (for any reason) they will be removed from the Hiring list and will not be eligible to re-apply for one year. If the Soldier is selected for hire and is unable become a member of the Oregon Army National Guard for any reason, the offer will be null and void. The AGR office is the only office authorized to offer a position to an applicant (Current AGR Office is LTC Brown, MSG Garcia, SFC Hampton, and SSG Mullican). Once the applicant has accepted the position offered they will receive another email with the DTG and requirements necessary to in process for their offered position. **Failure to follow instruction may result in removal from the Hiring List.**

Applicants with questions regarding this announcement may contact
SFC Andrew Hampton at: andrew.l.hampton.mil@mail.mil or 503-584-3557