

**STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495**

7 February 2014

**ARMY ACTIVE GUARD/RESERVE TOUR (FTM)
VACANCY ANNOUNCEMENT NO. FY2014 - 03
List of Eligible**

The following Warrant Officer position vacancy in the Hawaii Army National Guard is announced. This vacancy is to be filled under the provisions of Title 32, USC 502(f) and Section 502 Public Law 98-94. This is a three-year fulltime National Guard duty tour in Active Guard/Reserve (AGR) status. This vacancy is to be filled through a competitive selection panel process with approval by the Chain of Command. Final selection will be based upon qualifications, suitability, and available manpower resources.

POSITION AND LOCATION: Standardization Instructor Pilot/Instrument Flight Examiner, CW3, 154FF, Hawaii Army National Guard, Co B, 1-171st GSAB with duty at Army Aviation Support Facility #1, WAAF, Schofield Barracks, Hawaii. Applicants, who have applied for a previous Job Vacancy Announcement, **NEED TO REAPPLY**.

CLOSING TIME/DATE: Applications must be received by the Hawaii Human Resources Office (HIHRO), **NLT COB 7 March 2014**. The list of eligible will be based upon the APPOINTMENT REQUIREMENTS and AREA OF CONSIDERATION applicable to the specific vacancy.

POSITION DESCRIPTION: See attached general description of Duties and Responsibilities.

AREA OF CONSIDERATION: Open to **Present, Warrant Officers, State-Wide**, belonging to any component of the U.S. Army who are current members or are eligible to become members of the Hawaii Army National Guard, in the grade of CW2 – CW3. Applicants **MUST** be currently assigned to an army component unit **within the State of Hawaii**. All applicants applying for initial entry into the AGR program **MUST** be 154F qualified per NGR 600-5 and AR 135-18. This is a **nonwaivable** requirement. AGR Soldiers serving on a subsequent tour (excluding Soldiers within the first 18 months of a new duty position) must possess or become branch qualified commensurate with the new position within 12 months of assignment. If any other waiver is required for an initial tour or for a subsequent tour (AR 135-18, table 2-2 & 2-5), the waiver must be approved prior to the closing date of the Job Vacancy Announcement.

SALARY: Military Pay and Allowances.

PROJECTED AGR START DATE: Open.

EQUAL EMPLOYMENT OPPORTUNITY: All applicants will receive equal consideration for appointment without regards to race, religion, color, national origin, public affiliation, or any other non-merit factor(s).

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APPOINTMENT REQUIREMENTS: **Warrant Officer** personnel, in the grade of CW2 – CW3, who are currently on suspension of favorable actions, will **NOT** be considered. Upon selection, the selectee will be medically evaluated for clearance to enter the AGR Program by the Office of the State Surgeon (POC: Deputy State Surgeon). If the selected individual is an IDT soldier, he/she must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry in the AGR program. Soldiers with a favorable enlistment or appointment physical examination (IAW AR 40-501, Chapter 2) or flight physical examination (IAW AR 40-501, Chapter 4) conducted within 12 months prior to initial entry in the AGR program are not required to complete an additional PHA for entry in the AGR Program. Individual must also have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry in the AGR program IAW AR 600-110 and meet body composition standards prescribed in AR 600-9. If PULHES numerical indicator has a P3 or P4, then the requirements of AR 600-60 must be met prior to accessioning into the AGR Program. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program. There are no medical waivers for initial appointment in the AGR Program if the soldier does not meet the physical and medical requirements IAW AR 40-501. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence. Selected individual **MUST** meet Professional Education Center (PEC) Training Courses prescribed for position vacancy within one (1) year from start date. **AGR Soldiers assigned to their current position for less than 18 months are ineligible to apply.** Persons entitled to Permanent Change of Station (PCS) allowances/benefits may be eligible for consideration contingent upon availability of PCS funds from NGB. (See item #5 below).

ELIGIBILITY CRITERIA: Currently employed Active Duty Personnel, Military Technicians, AGR Soldiers serving on a subsequent tour (excluding Soldiers within the first 18 months of a new duty position), and IDT personnel within the grade specified above are eligible to apply for this position. If not currently in an AGR status, to qualify for appointment, individuals **MUST MEET ALL** initial eligibility qualifications of AR 135-18 and NGR 600-5. **(Note: Individual certifies that he/she meets all eligibility criteria's by signing in Section V of NGB Form 34-1).**

APPLICATION PROCEDURES: Individuals may apply by submitting the following required documents to the HHRO. Resumes may be included, but are not required.

- (1) Signed NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position, version November 2013). **Signature will be in original or digital signature. Errors, omissions of information, application completed in pencil, or unsigned, and those that are late due to the mail system will be returned without action.**
- (2) Medical Protection System (MEDPROS) printout of Individual Medical Readiness (IMR) with PHA date within 12 months reflected.
- (3) Last five (5) Officer Evaluation Reports (OERs).
- (4) Officer Records Brief with current ASVAB test scores.
- (5) DD Form(s) 214 and/or NGB Form(s) 22 (All periods of active duty).
- (6) Proof of highest level of Civilian Education acquired.
- (7) Proof of security clearance (JPAS printout).
- (8) Copy of DA Form 705 reflecting passing APFT and passing height/weight data (must meet standards IAW AR 600-9), both taken within six (6) months from JVA closing date. **Also include three other previous APFTs for a total of 4 scores submitted.**

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(9) Knowledge, Skills, and Abilities (KSAs). Below are listed the KSAs for this position. Each applicant **must address each KSA individually in paragraph format** by explaining any civilian and military work experience(s) (with dates) that provided the KSA. These comments must be addressed in the order they appear below and attached (separate sheet) to the application when applying for the position. **Failure to include the attachment for the KSA statement will result in your application NOT being considered for employment.**

- (a) Knowledge of the position.
- (b) Knowledge in the techniques of organization, direction, coordination, and control.
- (c) Ability to develop, plan, and coordinate complex work assignments.
- (d) Ability to give specific guidance relative to the position.
- (e) Skills you possess to assist in the improvement of the position or program.
- (f) Skill in oral and written communications.

(10) Most recent close out of DA Form 759 showing below required flight hours:

- (a) Total Flight Time - 1000
- (b) CH-47D/F - 500
- (c) CH-47 Instructor Pilot Time - 100

NOTES TO APPLICANTS:

1. Each applicant is personally responsible for submitting his or her application package to the HIHRO on or before the closing date stated on this JVA. Applications postmarked (U.S. Postal Service) on or before the closing date of this JVA will be accepted. Postmarks by private letter carriers (Federal Express, UPS) will **NOT** be accepted. **Federal law prohibits the use of government envelopes, postage, or facsimile to submit the application. Applications received in such manner will NOT be accepted and will be returned.**

2. Sending application/other supporting forms by e-mail is not allowed. However, personnel who meet eligibility requirements and are currently performing duty outside of CONUS/State of Hawaii are allowed to do so. The applicant must send e-mail with attachments to the fulltime support personnel of their unit of assignment. The fulltime support personnel must print, and then provide documents to the HIHRO-A office at 3949 Diamond Head Road, Honolulu, HI 96816-4495, Bldg 306, Rm 214.

3. Each applicant will ensure that supporting documents, to include diplomas, orders, etc. are submitted with the application as evidence of meeting the APPOINTMENT REQUIREMENTS. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

4. Request for exceptions to, or waivers of APPOINTMENT REQUIREMENTS as specified herein will **NOT** be accepted. Waiver for certain basic ELIGIBILITY CRITERIA will be considered and must receive NGB approval.

5. Permanent Change of Station (PCS) expenses may be authorized for this position. Authorization for payment of PCS expenses will be granted **only after** a determination is made that PCS is in the best interest of the Hawaii Army National Guard and upon availability of funds from the National Guard Bureau.

**ARMY NATIONAL GUARD ACTIVE GUARD/RESERVE PROGRAM
QUALIFICATIONS CRITERIA
(OFFICER PERSONNEL)**

1. BASIC INITIAL ENTRY QUALIFICATIONS:

A. Membership.

1. Must be in a Ready Reserve status and –
 - a. Be a member of the Reserve Component of the Army of which the application for entry in the AGR program is made.
 - b. When applying for an AGR position on Full-Time National Guard Duty (FTNGD) under state control, must be a federally recognized ARNGUS soldier.
2. If a member of the Regular Army, must agree to accept discharge from the Regular Army with concurrent appointment in the ARNG. Appointment must be completed prior to reporting to an initial AGR entry point.
3. If a member of the USAR, must agree to accept transfer from the USAR with concurrent appointment in the National Guard of the appropriate state.

B. Physical and Medical.

1. Prior to entry on AD in the AGR program, must be medically certified as Drug Free and be tested negative for Human Immunodeficiency Virus (HIV), per AR 40-501 and AR 600-110.
2. Must meet the Body Composition standards prescribed in AR 600-9.
3. Must meet the medical fitness standards for retention per AR 40-501, chapter 3. When appropriate, the officer must also meet the medical fitness standards for flying duty per AR 40-501, chapter 4 retention flight physical within 18 months preceding initial entry.

C. Military Education.

1. An officer in the grade of:
 - a. Lieutenant or Captain, with less than 5 years Time In Grade must have completed an Officer Basic Course.
 - b. Captain, with at least 5 years Time In Grade must have completed an Officer Advance Course.
 - c. Major, with at least 5 years Time In Grade must have completed at least 50 percent of the Army Command and General Staff Officers Course (CGSOC), or its equivalent, as specified in AR 135-155.
 - d. Lieutenant Colonel, with 3 years Time In Grade must have completed CGSOC, or its equivalent, as specified in AR 135-155.
 - e. Colonel, must have completed CGSOC, or its equivalent, as specified in AR 135-155.
2. A Warrant Officer or Commissioned Warrant Officer in the grade of:
 - a. WO1 or CW2, must have completed a Warrant Officer Basic Course, or receive MOS proponent equivalent credit.

Qualifications Criteria: (cont.)

- b. In the grade of CW3 or above, must have completed a Warrant Officer Advance Course, or receive MOS proponent equivalent credit.

D. Years of Service.

Must be able to complete a three (3) years initial tour of AD or FTNGD prior to:

1. Completing 18 years of Active Service (AS).
2. The date of mandatory removal from an active status based on age, or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives.

E. Grade and Specialty.

If an officer:

1. Must possess the grade equal to or below that authorized for the AGR duty position.
2. Must possess the Military Occupational Specialty (MOS) / Area of Concentration (AOC) commensurate with the AGR duty position.
3. If assignment or attachment as an Aviator, AMEDD, Chaplain, JAGC, or Warrant Officer duty position in the AGR program, the assignment must not be restricted by AR 140-10, NGR 600-100, or NGR 600-101.

F. Security Clearance.

Must possess a valid security clearance required for the grade, MOS / AOC, and AGR duty position.

G. Failure of Selection for Promotion.

Must not have failed selection for promotion on latest consideration by a mandatory board.

H. Additional Eligibility Requirements.

1. AGR Soldiers, who were voluntarily released from the AGR program for two (2) or more days, and one (1) year has not elapsed since the date of the release are eligible for a subsequent reentry into the AGR program with a waiver IAW AR 135-18, Table 2-2 D. If selected the Soldier must meet all Initial Entry Requirements to qualify for a subsequent reentry.
2. Soldiers are disqualified from reentry into the AGR program if they were not selected for continuation by a board, were processed for involuntarily release from AD or FTNGD, or for separation because of one of the following:
 - a. For cause, to include unsuitability or unfitness (other than temporary medical disability) for military service.
 - b. Nonselection for promotion by a mandatory officer promotion board convened by HQDA unless subsequently selected.
 - c. As a result of resignation in lieu of adverse personnel action.This requirement is nonwaivable IAW AR 135-18, Table 2-6, I and K.
3. All AGR soldiers will sign a Certificate of Agreement and Understanding prior to being ordered to FTNGD in the AGR program.

Qualifications Criteria: (cont.)

4. Must have at least three (3) years remaining on current enlistment on first day on initial AGR tour. Applicants must reenlist or extend their current enlistment in order to meet this requirement.
5. Must not be a candidate for an elective office, holding a Civil Office (full-time or part-time), or engaged in partisan political activities, as defined in AR 600-20.
6. Must not be under current suspension of favorable personnel actions. Additionally, applicants, who are required by AR 600-31 to be under a suspension of favorable personnel actions, as determined by CNGB, are ineligible even if no suspension of favorable personnel actions had been imposed.
7. Applicants must not be entitled to receive Federal Military Retired, Retainer Pay, or receiving Federal Civil Service annuities, or to be eligible for immediate Federal Civil Service annuities.
8. Must not have received a special derogatory Officer Evaluation report (OER), as prescribed by AR 623-3 in the last 12 months period preceding the date of application.
9. Personnel who are required to perform flying duties as a requirement of the FTS position, or who occupy an MTOE/TDA position, which is annotated with the prefix "F" must meet the requirements for the ARNG flying status and be on NGB flying status orders.
10. Female officers are eligible to apply for any authorized AGR position, for which qualified, except in those closed units/positions identified under the Direct Combat Probability Code (DCPC) for the ARNG.

2. BASIC SUBSEQUENT DUTY QUALIFICATIONS:

A. Subsequent Duty Definition.

Soldiers on AGR orders beyond the initial 3 year tour of their AGR career.

B. Membership.

Must be serving on duty in the AGR program and –

1. Be a member of the Reserve Component of the Army in which the AGR duty is performed.
2. If in FTNGD status, must be a federally recognized ARNGUS Soldier.

C. Age.

Must not have reached mandatory removal based on age, 10 USC 14509 or 1164.

D. Physical and Medical.

1. Must meet the body composition standards prescribed in AR 600-9.
2. Must meet the medical fitness standards for retention per AR 40-501.
3. When appropriate for AGR duty, must meet the medical fitness standards for flying duty per AR 40-501 or the medical fitness standards for miscellaneous purposes per AR 40-501.

E. Military Education.

An officer in the grade of:

1. Captain, with at least 5 years time in grade, must have completed an officer-advanced course.

Qualifications Criteria: (cont.)

2. Major, with at least 5 years time in grade, must have completed at least 50 percent of the Army Command and General Staff Officers Course (CGSOC), or its equivalent, as specified in AR 135-155.
3. Lieutenant colonel, with 3 years time in grade, must have completed CGSOC, or its equivalent, as specified in AR 135-155.
4. Colonel, must have completed CGSOC, or its equivalent, as specified in AR 135-155.

F. Years of Service.

A commissioned officer (excluding commissioned warrant officers):

1. Must not have attained 20 years of AS.
2. Must not have reached mandatory removal based on years of Service.

Warrant officers (including commissioned warrant officers) must not have attained 20 years of officer AS. Enlisted AS is excluded from the computation of accrued years of service for the mandated release from active duty (REFRAD) or FTNGD of an AGR WO, unless the needs of the Army require a WO or a commissioned WO's separation after attaining 20 years of total AS.

G. Grade and Specialty.

1. Must possess the grade equal to, or below that authorized for the AGR duty position and must possess or be able to gain within 12 months, the specialty required for the AGR duty position.
2. Must not be restricted by NGR 600-100, NGR 600-101 or AR 140-10, on assignment or attachment to an aviator, AMEDD, chaplain, JA, or warrant officer duty position in the AGR program.

AIRCRAFT FLIGHT INSTRUCTOR, CW2-CW3
DUTIES AND RESPONSIBILITIES

1. Introduction: This position is located in the Training Operations Branch of an Army National Guard Army Aviation Support Facility (AASF). The position is responsible for providing instruction, evaluation and examination of rated pilots, instructor pilots and aero scout observers in flying techniques and method of instruction, examination and evaluation. Instruction involves basic and advanced techniques for flying aircraft using instruments.

2. Duties and responsibilities:

a. Plans and implements flight training and instruction for rated pilots and instructor pilots in accordance with the Aircrew Training Manual (ATM). Adjusts course material to meet individual needs. For a substantial portion of the time (at least 20%), performs one or more of the following:

- 1) Trains, instructs and evaluates pilots in operating aircraft using advanced instrument flight techniques.
- 2) Instructs pilots in methods of instruction and evaluates instructor pilot's proficiency to engage in flight instruction.
- 3) Instructs pilots in operating advanced attack helicopters or heavy multi-engine advanced transport helicopters.

Conducts training flights involving operating an aircraft through reference to instruments and use of automatic direction finding equipment such as omni directional radials, ground control approach and instrument landing systems on and off Federal airways. Conducts refresher, mission and continuation combat training in advanced attack helicopters involving aggressor and defensive maneuvers and aerial gunnery practice with heavy ordinance and/or trains and instructs pilots in the operation of heavy multi-engine transport helicopters to transport equipment and personnel in combat situations. Trains pilots in the full range of aircraft maneuvers required in combat situations. Provides instruction in emergency procedures such as loss of propulsion, directional control or related systems. Performs flight in all weather/environmental conditions, day and night, and using night vision devices. Prepares and presents related classroom instruction. Recommends whether pilots remain in flight status.

b. Conducts refresher, mission and continuation training in light fixed wing or utility and observer helicopters. Trains pilots in basic and advanced techniques required to support the pilot's unit mission. Conducts training flights involving a substantial degree of hazard such as training helicopter pilots in advanced flight techniques required in combat situations, tactical flying at night in all weather conditions and with the use of night vision devices, flight maneuvers which take advantage of the terrain, low level flight, short field takeoffs and landings, flying in formation, evasive maneuvers and emergency procedures involving engine failures and malfunctions of hydraulic and electrical systems over hazardous terrain. Performs routine operational flight assignments. Transports passengers including dignitaries to and from a variety of different points. As required, performs maintenance test flights of aircraft following repair or maintenance.

c. Performs other duties as assigned.

3. Supervisory controls: Works under general supervision of the Chief, Training and Operations Branch. Incumbent performs duties in accordance with established policies and procedures as well as verbal instructions. Is expected to plan work sequence and priorities without direct supervision, referring only unusual problems to supervisor for advice and guidance. Review of work is made by observation of activities performed, by observing ability to meet time schedules and by checking quality of work performed through inspections and spot checks. Incumbent may be required to work away from duty station without assistance or supervision for periods of time.