

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

28 December 2016

ARMY ACTIVE GUARD/RESERVE TOUR (FTM)  
VACANCY ANNOUNCEMENT NO. FY2017 - 09  
List of Eligible

The following Commissioned 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:** Operations Officer, O3, 01A00, 93rd WMD Civil Support Team, Hawaii National Guard, Kapolei, 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 27 January 2017.** 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, Commissioned 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 O2 – O3. Applicants **MUST** be currently assigned to an army component unit **within the State of Hawaii.** Excludes AGR Soldiers on the first 18 months of an initial tour.

**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).

**THIS ANNOUNCEMENT WILL BE POSTED ON UNIT BULLETIN BOARD  
UNTIL CLOSING DATE**

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**APPOINTMENT REQUIREMENTS:** **Commissioned Officer** personnel, in the grade of O2 – O3, 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 into 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. Individual must also have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry 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 accession. Pregnancy is not a disqualifying condition. 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 on an initial tour 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 an initial tour), 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 VI of NGB Form 34-1).**

**SPECIAL ELIGIBILITY REQUIREMENTS FOR WMD-CST DUTY: To qualify for selection to WMD-CST positions, the applicant must –**

- (1) Complete a physical examination IAW paragraph 9-3 of NGR 500-3 before completion of the hiring process. HAZMAT Technician certification requires that each individual on the WMD-CST maintains the minimum medical standards noted throughout their duty assignment.
- (2) Undergo urinalysis drug screen testing upon entry on active duty and periodic testing while assigned to WMD-CST duty.
- (3) Uphold the highest standards of conduct and personal appearance.
- (4) Ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. Commanders must maintain a copy of the written approval for outside employment of AGR members. However, this employment must not impact the unit mission accomplishment or unit readiness.
- (5) Agree to minimum three-year tour on the WMD-CST after completion of CSSC. All WMD-CST members will attend the CSSC, an eight to nine week primer course that should be completed upon selection into the WMD-CST program.

Additional training requiring for the awarding of the Additional Skill Identifier (ASI) must be completed within the first 18 months of assignment in the duty position. All applicants with a history of Physical Profile capacity of P-3 or higher IAW AR 40-501 will be screened out prior to consideration for WMD-CST assignments. Following initial medical screening the applicant must have an AR 40-501 Chapter 3 Accession Standards physical examination incorporating forms, laboratory tests, and screening tests identified in Appendix I of NGR 500-3 for ARNG personnel. This physical examination must also satisfy the requirements in Code of Federal Regulations (CFR) 1910.120(f). The ability to don and perform physical tasks in PPE is a requirement for all team members. WMD-CST candidates will be screened IAW DA PAM 40-8 and given Pulmonary Function Tests (PFT) prior to accession. These tests will be monitored and results evaluated by the unit HCP. Candidates who do not meet the minimum physical requirements or have medical/psychological conditions that would preclude service on the WMD-CST may not be considered for placement on the WMD-CST. The WMD-CST Commander will review the results with the HCP and will determine eligibility for placement. All members of the WMD-CST will be administered the standard regimen of individual medical readiness (IMR) immunizations. Given the risk of possible exposure WMD-CST members may encounter while executing their mission, they will also receive the immunizations recommended by the Military Vaccine Agency (MILVAX) IAW AR 40-562. Specifically, WMD-CST members will be administered anthrax and smallpox vaccines IAW DoD guidance.

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**APPLICATION PROCEDURES:** Individuals may apply by submitting the following required documents to the HIHRO. Resumes may be included, but are not required. Please include a memo to explain any missing documentation as 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) Certified copy of Officer Record Brief (ORB).

(5) NGB Form 23B (Army National Guard Retirement Points History Statement).

(6) DD Form(s) 214 and/or DD Form(s) 220 (all periods of active duty).

(7) DA Photo taken within the last 24 months.

(8) Proof of highest level of Civilian Education acquired.

(9) Proof of **SECRET** Security Clearance Verification Memorandum (Contact applicable Security Manager).

**If there is no secret clearance than provide Local Agency Check (LAC). Soldier MUST be able to obtain a secret clearance.**

(10) Copy of DA Form 705 reflecting passing APFT and passing ht/wt data (must meet standards IAW AR 600-9), both taken within six (6) months from the JVA closing date. Also include **three other previous APFTs for a total of 4 scores submitted.**

(11) Knowledge, Skills, and Abilities (KSAs). Below are listed the KSA's 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.

### 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) and application/supporting documents submitted by fax 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 can do so by sending an 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. This is also the address to mail applications.

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.

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## 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.

An officer in the grade of:

1. Lieutenant or Captain, with less than 5 years Time In Grade must have completed a Basic Officer Leaders Course.
2. Captain, with at least 5 years Time In Grade must have completed a Captain's Career Course.

#### 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 involuntary 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. Non-selection for promotion by a mandatory officer promotion board convened by HQDA unless subsequently selected.

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- c. As a result of resignation in lieu of adverse personnel action.  
This requirement is non-waivable 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.
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. Must be able to complete 20 years of Active Federal Service prior to reaching Mandatory Removal Date (MRD).

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

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### **OPERATIONS OFFICER, O3** **DUTIES AND RESPONSIBILITIES**

1. Receives general and specific guidance from the Commander and Deputy Commander.
2. Responsible for interfacing with Federal, State and local law enforcement agencies as required.
3. Knowledgeable of the Incident Command System (ICS) employed at the local and state level and procedures for crime scene and evidence preservation at a WMD incident.
4. Integrates current intelligence estimates into WMD CST force protection requirements and Chemical-Biological response missions.
5. Meets with designated civilian and government agency and senior military leaders to discuss WMD CST concepts and missions and plans WMD CST involvement in state/local WMD response efforts.
6. Serves as a WMD CST liaison/point of contact with emergency response agencies and Incident Commanders on WMD CST consequence management activities.
7. Coordinates with designated law enforcement agencies.
8. Serves as point of contact for all law enforcement issues.
9. Authenticates the overall force protection plan within the WMD CST SOP and Operations Order.
10. As required, drafts a readiness status report for the command.
11. Ensures WMD CST is provided sufficient force protection to accomplish their mission.
12. Serves as the WMD CST Air Movement Officer and coordinates air support for unit deployment and redeployment and on-scene air support for the unit (ASI 3S).