

ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 Diamond Head Road, Honolulu, Hawaii 96816-4495

ANNOUNCEMENT NUMBER: JVA FY2018-20

DATE: 22 June 2018

CLOSING DATE: 07 July 2018

The following 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 TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:

Assistant S3, Para 103, Line 03B, O3, 90A00

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

LOCATION OF POSITION:

HHC, 29th Brigade Support Battalion, Kapolei, Hawaii 96707.

WHO MAY APPLY:

Present Commissioned Officers belonging to the Hawaii Army National Guard in the grade of O2 – O3, AOC 90A.

AREA OF CONSIDERATION: Officers who have not completed Captains Career course must be of a feeder branch for LG/90A (67 series, 70 series, 88A00, 89E00, 91A00, 92A00). All applicants must already possess a Secret security clearance. Current AGR Soldiers (excluding those within their first 18 months of an initial tour) may apply. Waivers for disqualifications must be waivable IAW AR 135-18, table 2-2 and NGR 600-5 table 2-2. No other waivers authorized. In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.

INSTRUCTIONS FOR APPLYING: The documents listed below **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.**

1. NGB 34-1 (dated 11 November 2013) must be complete with original signature #17). **Signature will be in original or digital signature. Errors, omissions of information, application completed in pencil, or unsigned application, and those that are late due to the mail system will be returned without action.** Pay attention to instructions in Section IV and V. If "Yes" for #3 or #4, provide police report.
2. Most recent Medical Protection System Individual Medical Readiness (IMR) Record (printout from Unit, not AKO medical readiness). The IMR must be dated within the last 12 months to be valid.
3. Copy of all current permanent and/or temporary physical profiles (DA Form 3349) – if applicable.
4. Last five (5) Officer Evaluation Reports (OERs) – Current and previous 4, if applicable.
5. Certified copy of Officer Record Brief (ORB).
6. DA Photograph taken within the last 24 months (Separate from ORB).
7. All DD214s, DD215s, and DD220s (To verify all previous active service periods).
8. NGB Form 23B (Retirement Points Statement).
9. Proof of highest level of Civilian Education acquired.
10. Security clearance verification memo (JPAS printout will not be accepted). Contact HIARNG Security Manager or an appointed representative for memo.
11. DA Form 705 (Record APFT) and DA Form 5500-R/5501- HT/WT data (must meet standards IAW AR 600-9), both taken within six (6) months at the time of application submission. Also include **three other previous APFTs for a total of 4 scores submitted.**
12. Biographical Sketch IAW NGR 600-100, Appendix H.
13. Memo explaining any gaps or missing required documents (APFT, NCOER, DA Photo, etc.).
14. 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). 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.

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. Submit application through certified mail or hand deliver to: Human Resources Office, ATTN: HIHRO-A, 3949 Diamond Head Road, Honolulu, HI 96816-4495, Bldg 306, Rm 214. 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 applications 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.** Emailed packets will not be accepted, unless the applicant is deployed. If applicant is deployed make sure you annotate on subject line of email (DEPLOYED) name and announcement number.

Records of applicants will be screened by HRO prior to submission to the selection panel. Applicants who do not meet eligibility requirements and whose names are not submitted to the selection panel will be notified of their non-consideration within 10 days of the JVA's closing date.

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 90A

MINIMUM APPOINTMENT REQUIREMENTS: For initial entry and subsequent assignment in the AGR Program, an applicant must meet and maintain the qualifications prescribed below, additionally meet standards prescribed IAW NGR 600-5, AR 135-18, AR 40-501, AR 600-9, and AR 600-10.

1. Must be a member of the Hawaii Army National Guard.
2. Soldiers must meet initial entry criteria for the title 32 AGR program as listed in AR 135-18, table 2-1. Soldiers may be disqualified for any criteria as listed in table 2-2 and 2-3.
3. Must be 18 years of age, and less than 55 years of age for initial entry.
4. A physical profile of 222121 or better. Must possess finger dexterity in both hands.
5. Must be able to perform functional activities, including living in an austere environment, without worsening the medical conditions as outlined in AR 635-40.
6. Must meet the Army body fat standards IAW AR 600-9.
7. Lieutenant or captain, with less than 5 years' time in grade must have completed Basic Officer Leaders Course.
8. Captain, with at least 5 years' time in grade must have completed a Captains Career course.
9. Must be able to complete a 3-year initial tour of Full-time National Guard duty (FTNGD) prior to reaching 18 years AFS or the date of mandatory removal from an active status based on age, or service (without an extensions).
10. Must possess the grade equal to or below that authorized for the AGR duty position.
11. Must possess the branch area of concentration (AOC) commensurate with the AGR duty position.
12. AGR Soldiers on initial tours are stabilized for the first 18 months and are ineligible to apply for this position.
13. Applicants must not currently be under suspension of favorable personnel actions as per AR 600-8-2 even if no flag has been initiated.
14. Applicants who have voluntarily resigned from the AGR program are not eligible to apply for one year from date of resignation.
15. Those applicants who resigned from the AGR program versus adverse actions are not eligible to reenter the AGR program.
16. Applicants must not be a candidate for public office or holding a civil office.
17. Single applicants with dependents or applicants married to another service member with dependent(s) must have an approved Family Care Plan upon date of hire.
18. Upon selection, the selectee will be medically evaluated for clearance by the Office of the State Surgeon (POC: Deputy State Surgeon). Selectee must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, within 12 months prior to initial entry in the AGR program.
19. 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.
20. Must be medically certified as drug free and have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry in the AGR program IAW AR 600-110.
21. 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.
22. 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 prior to accession.
23. 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.
24. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence.
25. Selected individual MUST meet Professional Education Center (PEC) Training Courses prescribed for position vacancy within one (1) year from start date.
26. Persons entitled to Permanent Change of Station (PCS) allowances/benefits may be eligible for consideration contingent upon

availability of PCS funds from NGB. Authorization for payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the HIARNG and upon availability of funds from the National Guard Bureau.

DUTIES AND RESPONSIBILITIES:

Utilizes the Army Training Management System (ATMS) to plan and execute unit and individual training requirements. Assists in the preparation of the Battalion Training Guidance and Calendars. Aids in establishing and conducting training evaluation programs for subordinate units. Assists in the review of various training evaluation reports such as general inspection and other staff inspection/assistance reports. Provides guidance and assistance to unit commanders on ways to improve the quality of training. Ensures compliance with directives, programs, and objectives of the Department of the Army, National Guard Bureau, major Army headquarters, and other higher headquarters. Coordinates with higher headquarters and other units, organizations and activities to obtain necessary support for all training requirements. Manages scheduling and execution of various training courses and events (e.g., communication procedures, leadership courses, marksmanship training, etc.). Ensures that equipment and supplies are available for training activities. Allocates and manages resources within the organization to ensure that subordinate units are able to execute all planned and scheduled training. Assists the S3 in all phases pertaining to readiness and mobilization. Provides assistance in the implementation of the unit physical security programs and measures for such items as documents, arms ammunition, and communication equipment. Manages the organization's MOS Qualification (MOSQ) program. Manages the organization's Professional Military Education (PME) requirements. Assists with the evaluation and updating of organization and subordinate unit tactical and administrative Standard Operating Procedure (SOP). Manages the Unit Status Report (USR). Performs all other duties as assigned.

HRO ARMY AGR BRANCH POC:

SFC Minerva B. Manuel
(808) 672-1314
minerva.b.manuel.mil@mail.mil

EQUAL OPPORTUNITY:

The Hawaii Army National Guard is an Equal Employment Opportunity Employer. All qualified applicants will receive equal consideration for this announcement without regards to race, religion, color, sex, national origin, public affiliation, or any other non-merit factor(s).

NOTE: INCOMPLETE PACKET WILL NOT BE CONSIDERED