

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: FY2023-14

DATE: 22 Dec 22

CLOSING DATE: 21 Jan 23

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
Unit Training NCO, PARA 104 LINE 04, E6, 68W

APPOINTMENT FACTORS:	OFFICER()	WARRANT OFFICER()	ENLISTED(X)
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UNIT AND LOCATION OF POSITION:
Hawaii Medical Readiness Detachment, 91-1227 Enterprise Avenue, Kapolei, HI

WHO MAY APPLY:

Present members of the Army National Guard in the grades of: E5 to E6. In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.

AREA OF CONSIDERATION:

Tier 1: E5-E6 68W MOS Qualified; Current member of the Hawaii Army National Guard. || Tier 2: E5-E6 68W MOS Qualified; any component of the United States Army, STATEWIDE; must be currently assigned to an Army component unit within the State of Hawaii. || Tier 3: E5-E6 68W MOS Qualified; Current member of the Army National Guard. NATIONWIDE. || Non-commissioned officers must be professional military education qualified for their grade. All applicants must possess a valid Secret security clearance. No waivers authorized. Current onboard HIARNG AGR Soldiers may not apply.

MINIMUM APPOINTMENT REQUIREMENTS:

For 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, NGR 601-1, AR 40-501, AR 40-502, AR 600-9, AR 600-10, AR 600-100, AR 600-8-2, and DA PAM 611-21.

1. Tier 1 & Tier 3: Must be a member of the Army National Guard (ARNG). Tier 2: Must be eligible to become a member of the Hawaii Army National Guard.
2. Selected member must complete an inter-state transfer to the HIARNG (if applicable).
3. Must be 18 years of age, and less than 55 years of age for initial entry.
4. 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.
5. If there is a 3 or 4 in current PULHES, include verification of MAR 2 proceeding results. Requirements of AR 40-501, AR 40-502 must be met prior to accession.
6. Must be able to complete 3 years of Active Federal Service (AFS) in 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 extension). If applicant has reached 18 years AFS or more, they must sign a sanctuary (18-year lock in) waiver upon accession (if applicable).
7. Applicants must not currently be under suspension of favorable personnel actions IAW AR 600-8-2.
8. Applicants who have voluntarily resigned from the AGR program are not eligible to apply for one year from date of release from active duty (REFRAD). Applicants who were involuntarily released from the AGR program are not eligible to re-enter the AGR program.
9. 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.
10. Applicants must not be a candidate for public office or holding a civil office.
11. Must meet the Army body fat standards IAW AR 600-9.
12. Selected individual must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-502, Chapter 4, conducted within 12 months prior to initial entry in the AGR program.
13. 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.
14. 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.
15. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
16. COVID-19 VACCINATION REQUIREMENT: As required by Executive Order 14043, Federal employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to be vaccinated against COVID-19 and submit documentation of proof of vaccination before appointment. HRO will provide additional information regarding what information or documentation will be needed.
17. 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.
18. 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.
19. 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 (NGB).
20. Falsification of any eligibility requirements will result in immediate release from the AGR program.

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 68W

INSTRUCTIONS FOR APPLYING:

All applications must be submitted in FTSMCS. Individual applicant is responsible for the completion and turn-in of their application, all contents, and attachments. Completed application packet must be submitted no later than 2359 hours, Eastern Time, on the closing date indicated.

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. Additional documents not required in accordance with the posted job announcement will not be sent forward to the Selecting Official.

1. NGB Form 34-1.
2. Individual Medical Record (IMR) printout from MEDPROS. Periodic Health Assessment (PHA) must be dated within the last 12 months to be valid.
3. DA Form 3349, all current profiles for medical and physical limitations (if applicable). If not applicable, upload a document to state Not Applicable for DA 3349 to satisfy FTSMCS requirement.
4. Last (5) Non-Commissioned Officer Evaluation Reports (NCOERs) - Current and previous (4), if applicable. If not applicable, upload a document to state Not Applicable for NCOER to satisfy FTSMCS requirement.
5. Soldier Record Brief (SRB), selection board redacted version. Validated or certified within six months of this JVA's closing date. Ensure that DA Photo, race, ethnicity, and gender identification data is removed prior to submission. Include your civilian email address on the upper right-hand corner.
6. All DD 214s, DD 215s, and DD 220s to verify all previous active service.
7. NGB Form 23B Army National Guard Retirement Points History Statement, if applicable. If not applicable (COMPO 1 & COMPO 3), upload a document to state Not Applicable for NGB 23 to satisfy FTSMCS requirement.
8. Proof of highest level of Civilian Education acquired.
9. Security Clearance Verification Memo, current, within 6 months. Memo must be verified by the Soldier's appointed unit security manager or the HIARNG Security Manager.
10. DA Form 705 (Record APFT/ACFT) - reflecting most current passing record APFT or ACFT. Also include three (3) other previous record APFTs/ACFTs for a total of 4 scores submitted. RCASweb or ATMS printout will not be accepted.
11. DA Form 5500/5501 – reflecting most current HT/WT data (must meet standards IAW AR 600-9), taken within six (6) months of this JVA's closing date. If current HT/WT are within standards, complete Name/Rank/HT/WT/Age only. Completed form must be certified by two-unit representatives. Also include three (3) other previous DA 5500/5501 (if applicable) for a total of 4 scores submitted. RCASweb or ATMS printout will not be accepted.
12. Memo explaining any gaps or missing required documents (APFT, NCOER, etc.). If not applicable, upload a document to state Not Applicable for Memorandum to satisfy FTSMCS requirement.
13. Knowledge, Skills, and Abilities (KSA). The following are (6) listed KSAs for this position: 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. 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 above 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 interview.
14. Letter(s) of Recommendation specific to the JVA (optional). If not applicable, upload a document to state Not Applicable for Letters of Recommendation to satisfy FTSMCS requirement.
15. Current, valid, and unrestricted National Registry Emergency Medical Technician (NREMT) Certification.
16. Statement of National Registry of Emergency Medical Technicians (NREMT) Eligibility.
17. Basic Life Support (BLS) Certification.

For help with the FTSMCS application, please refer to Hawaii National Guard HRO site: <https://dod.hawaii.gov/hro/job-vacancies/>. Click on FTSMCS Instructions Tab.

BRIEF JOB DESCRIPTION:

Supervisory control: Works under the direct supervision of the senior full-time support person of the unit (RNCO as Primary and Unit AO as Secondary) to accomplish daily requirements independently in accordance with established policies. Performance is evaluated based upon accomplishment of established objectives. Advises the Unit Commander on training, focusing on increasing and maintaining unit mobilization readiness requirements and ensuring that the unit develops, updates, and maintains comprehensive training and mobilization plans. Accomplishes duties pertaining to training of unit members and the unit's training support requirements and resources; requests and has on hand required training materials, supplies, and training aids such as ammunition, pieces of equipment, films, models of equipment etc. from TASC. Recommends individuals to serve as instructors for training activities based on their knowledge, skill level and qualifications. Provides assistance and guidance to members of the unit on the preparation of lesson plans, proper methods of instruction, training tasks, and obtaining reference material and teaching aids. Responsible for drafting training schedules for approval and other memoranda. Maintains and manages training records and builds a library of training publications. Prepares and submits requests for training areas and ranges. Completes applications for service schools, officer candidate schools, and correspondence courses. Advises unit members of the availability of any school or training courses and encourages them to attend those courses that will benefit the unit and the individual. Prepares and submits all training-related reports, briefs, and memorandums as required. May be required to attend special schools and/or conferences that support the unit's training programs or objectives. Must be able to learn and proficiently perform functions in the areas of ATRRS, DAMPS, DTS, DTMS/ATMS, MARRS-N, RFMSS, GCSS – Army, AFAM, iPERMS, RMS, IPPS-A, RCAS Web, and GPC (Citi Manager). Responsible for assisting and inputting Soldiers for all training and schooling which include OES, NCOES, Professional Development, and MOSQ courses. Manages and actions all unit Soldier's school and training applications, packets, and requirements that are necessary for Soldier to attend and complete these courses. Assists the commander with the execution of the unit's training plan and conducts ongoing coordination with all other full-time personnel in the organization to ensure that short and long-range readiness requirements are understood and accomplished in a timely manner. Ensures unit training plan is successful with resources IAW training schedules and provides recommendations to leadership. Performs and maintains proficiency in all major duties of previous skill levels in MOS 68W. Supervises subordinate Soldiers and provides technical and tactical guidance in accomplishing their duties. Supervises activities of field, clinical and mobile treatment facilities. Serves as squad leader/section supervisor. Principal trainer of squad/section personnel. Advises the commander on training, logistics, personnel, and unit mobilization readiness requirements and ensures that the unit develops, updates, and maintains comprehensive mobilization plans. Serve as the State Senior Medical Logistics NCO. Advisor to the Commander and Office of the State Surgeon pertaining to all CLASS VIII (medical supplies) matters within the unit and HIARNG-wide. Performs and supervises the overall requisitioning, receipt, inventory management, storage, preservation, issue, salvage, destruction stock control, quality control, distribution, supply management, and accounting of medical supplies for the unit. Responsible for maintaining and updating all required organizational formularies. Ensures that medical repair parts management, inspection, packing and shipping, care, segregation, and accounting of medical supplies are in compliance with regulations. Representative for higher echelons, medical logistics divisions,

medical logistics depots, and medical material agencies to ensure correct medical shipments, operations, and cold chain management. Optimizes the use of Class VIII medical supplies and resources. Develops and maintains medical standard operating procedures (SOPs). Performs medical interventions with a higher technical ability. Maintains military vehicle license and has access to the Global Combat Support System – Army as a Master Driver. Serves as the alternate full-time HAZMAT and ammo handler personnel. Steward of the organization and community; involves the maintenance of unit end strength and promotes a positive image for the unit and oneself. Must have excellent computer skills and be proficient in Microsoft Office applications. Alternate unit designee for PHYSEC and Organizational Inspection Program. Required to cross-train with Readiness NCO and Supply NCO to provide continuity in support of priority actions during full-time manning absences as necessary to ensure unit readiness. In the absence of the Readiness NCO, executes administrative actions as required and delegated. In the absence of the Supply NCO, assists in the receipt of day-to-day supply transactions of the unit; assists in the receipt, storage, distribution, and accounting for the following supplies: ammunition, bulk fuel, clothing, office supplies, forms and publications, communications equipment, small arms, tool sets, etc.; conducts inventories which require considerable knowledge of the equipment and its components; ensures that needed supplies such as ammunition, range safety, training aids, rations, and equipment are on hand to support the training mission of the unit; when designated, serves as ordering officer and complies with the guidance published by the United States Property and Fiscal Office and other Army procurement regulations. Responsible for inputting and tracking accidents in RCAS SOH, developing, implementing, and monitoring an accident prevention program to reduce accidents in the unit, and ensuring that all accidents are investigated and reported IAW appropriate regulations. Performs other duties as required or assigned.

SELECTING SUPERVISOR:

CONTACT INFO:

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EQUAL OPPORTUNITY:

The Hawaii 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.