

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: FY2024-22

DATE: 14 Jun 24

CLOSING DATE: 30 Sep 24

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:  
Human Resources Sergeant, PARA XXX LINE XX, E5, 42A

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

UNIT AND LOCATION OF POSITION:

Various locations within the 29th Infantry Brigade Combat Team (IBCT), 91-1227 Enterprise Avenue, Kapolei, HI

WHO MAY APPLY:

Present members of the Army National Guard in the grades of: E4 to E5. In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.

AREA OF CONSIDERATION:

• Tier 1: E4-E5 42A MOS Qualified and Non-MOS Qualified applicants; Current member of the Hawaii Army National Guard. Non-MOSQ applicants must meet ASVAB line scores for 42A MOS and must complete MOS-T within 12 months of AGR start date or be released from the AGR program. || • Tier 2: E4-E5 42A MOS Qualified Current member of the Army National Guard. NATIONWIDE. || Non-commissioned officers must be professional military education qualified for their grade. E4 applicants must have completed SSD/DLC 1 and be currently qualified in an Army MOS. All applicants must possess a valid Secret security clearance. AGR Soldiers within their first 18 months of initial tour may not apply. No waivers authorized. \*\*Refer to the State of Hawaii DoD HRO website to view the latest vacancies being considered for this JVA. Search for JVA "2024-22". <https://dod.hawaii.gov/hro/job-vacancies/>

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. Must be a member of the Army National Guard (ARNG).
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 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. Applicant(s) selected for the AGR program must have a passing Record ACFT within 6 months of accession for entry into the AGR program.
12. Must meet the Army body fat standards IAW AR 600-9.
13. 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.
14. 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.
15. 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.
16. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
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 waiver authority approval IAW AR 135-18.
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.
21. Applicants must be eligible to obtain a government travel card and must not have been suspended by Citi Bank.

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 42A

#### 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. For E4 applicants only, last two (2) Specialist/Corporal Promotion Evaluation - Current and one (1) previous, if applicable.
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.
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. Additionally, include three (3) previous record APFTs/ACFTs for a total of four (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. Additionally, include three (3) previous DA 5500/5501 for a total of four (4) forms submitted. If "current" HT/WT are within standards, complete DA5500/5501 with Name/Rank/HT/WT/Age, certified by two-unit representatives. If "previous" HT/WT were within standards submit a memorandum with this explanation to include record HT/WT dates. RCASweb or ATMS printout will not be accepted.
12. Memo explaining any gaps or missing required documents (DD214, DD215, DD220, APFT, NCOER/OER, etc.). If not applicable, upload a document to state Not Applicable for Memorandum to satisfy FTSMCS requirement.
13. 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.
14. For Non-MOS Qualified applicants in grades SSG/E6 and above, must submit a memorandum for record, understanding that if selected, he/she will be administratively reduced to E5 before accession into the position to meet AR 135-18, Table 2-1, Rule E requirements. If not applicable, upload a document to state Not Applicable for Administrative Reduction to satisfy FTSMCS requirement.
15. For MOSQ applicants in grades higher than the posted JVA grade, must submit a memorandum for record, understanding that if selected, he/she will be administratively reduced to the posted JVA grade before accession into the position. If not applicable, upload a document to state Not Applicable for Administrative Reduction to satisfy FTSMCS requirement.

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.

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#### BRIEF JOB DESCRIPTION:

Serves as Human Resources Sergeant within the 29th IBCT. Provides administrative support to subordinate units; serves as a subject matter expert and advisor for personnel functions; manages, processes, reviews, and coordinates administrative tasks pertaining to personnel accountability, strength management, evaluations, awards, promotions, reductions, and legal actions; updates Soldiers electronic records and processes required documents into the OMPF; supervises, mentors, and is accountable for the health, welfare, morale, training, and actions of four Soldiers.

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#### SELECTING SUPERVISOR:

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#### CONTACT INFO:

SFC Bradford F. Rivera  
(Com) 808-672-1755  
(Email) [bradford.f.rivera.mil@army.mil](mailto:bradford.f.rivera.mil@army.mil)

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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.