

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: FY2026-14

DATE: 11 Feb 26

CLOSING DATE: 13 Mar 26

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
Administrative NCO, PARA 302 LINE 11, E5, 15T

APPOINTMENT FACTORS:	OFFICER()	WARRANT OFFICER()	ENLISTED(X)
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UNIT AND LOCATION OF POSITION:

Company C, 1st Battalion, 183rd Aviation Regiment, 1304A Kekuaanoa Street, Hilo, HI 96720-4556

*This AGR position is subject to an indefinite delayed hiring period. The top selected applicant for this JVA with an accepted offer of the specified AGR position may retain a HOLD status for accession into the AGR Program until an available resource becomes available.

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 15T MOS Qualified; Current member of the Hawaii Army National Guard. || •Tier 2: E4-E5 15T MOS Qualified; Current member of the Army National Guard. NATIONWIDE. || Applicants must have a current or be able to pass a flight physical examination (Class 3) immediately after accession. | Non-commissioned officers must be professional military education qualified for their grade. All applicants must possess a valid Secret security clearance. Current, on-board AGR Soldiers may not apply. No waivers authorized.

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 AGR must have a passing Record AFT 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.
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POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 15T

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 MODS. Periodic Health Assessment (PHA) must be dated within the last 12 months to be valid. Utilize the provided URL listed while applying in FTSMCS.
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 five (5) Non-Commissioned Officer Evaluation Reports (NCOERs) - Current and previous four (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. DA 5016 Statement of Service or 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 ACFT/AFT) - reflecting most current passing record ACFT or AFT. Additionally, include three (3) previous record ACFTs/AFTs for a total of four (4) scores submitted. ATMS / ATIS ITR printout will not be accepted.
11. DA Form 5500/5501 - All applicants must submit four (4) DA Form 5500/5501s. At least one (1) must be reflecting current HT/WT data and dated within six (6) months of the JVA closing date. If within HT/WT standards (IAW AR 600-9), complete Name, Rank, HT, WT, and Age only. If exceeding HT/WT standards, a fully completed DA Form 5500/5501 must be submitted. All forms must be certified by two (2) unit representatives. ATMS / ATIS ITR printouts will not be accepted.
12. Memo explaining any gaps or missing required documents (DD214, DD215, DD220, ACFT/AFT, 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 MOSQ applicants in grades higher than the posted JVA grade, must submit a memorandum for record, understanding that if selected, they 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.

BRIEF JOB DESCRIPTION:

1. Supervisory controls:

Works under the direct supervision of the Training Officer or Senior full-time support individual. Receives technical guidance from supervisory personnel at company and higher headquarters. Accomplishes daily requirements independently in accordance with established policies and procedures. Provides administrative support to the commander, personnel and administrative support for the members of the unit and manpower to enhance the training and mobilization readiness of the unit. Performance is evaluated based upon accomplishment of established objectives.

2. Duties and Responsibilities:

Assists the commander and unit personnel in personnel and administrative matters by acting as the point of contact in issues relating to the welfare of the Soldiers. Responsible to the commander for all financial (pay and benefits) actions to include IDT, AT, ADT, ADOS, incapacitation pay, enlisted bonuses, student loans, and educational assistance for all unit personnel; is the single point of contact to ensure the prevention of pay-related problems and provides input to IPPS-A and the automated pay system; unit point of contact to IPPS-A and to the military pay clerks in USP&FO. Assists in the planning, updating and execution of unit mobilization and loading plans and unit supply planning. Attends all unit-training assemblies, additional training assemblies and annual training periods providing assistance and guidance in personnel and administrative matters and functions; attends schools and conferences as required by training and developments and professional development program requirements. Assists in the unit recruiting and retention activities; conducts public relations activities as directed to promote a positive image for the unit in the community. Performs other duties as assigned or required.

3. Additional Duties and Responsibilities (UH-60 Crew Chief, SGT/E5):

Performs and installs aircraft subsystem assemblies such as engines, rotors, gearboxes, transmissions, mechanical flight controls and their components. Services and lubricates aircraft and subsystems. Prepare aircraft for inspections and maintenance checks. Performs scheduled inspections and assists in performing special inspections. Performs limited maintenance operational checks and assists in diagnosing and troubleshooting aircraft subsystems using special tools and equipment as required. Requisitions and maintains shop and bench stock for repair of aircraft systems and equipment. Maintains facilities for storage of flammable and hazardous materials. Uses and performs operator maintenance on tools, special tools and aircraft ground support equipment. Prepares forms and records related to aircraft maintenance. Performs non-rated crewmember duties. Provides technical guidance to subordinate personnel. Performs operational checks and scheduled inspections. Diagnoses and troubleshoots malfunctions in aircraft subsystems. Conducts flight and academic instruction in accordance with Aircrew Training Program (ATP). Monitor hazardous material control and storage.

SELECTING SUPERVISOR:

CONTACT INFO:

SFC Hector M. Alegre

(Com) 808-844-6429

(Email) hector.m.alegre.mil@army.mil

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.