

**NEBRASKA NATIONAL GUARD  
HUMAN RESOURCES OFFICE  
1300 MILITARY ROAD  
LINCOLN, NEBRASKA 68508**

**ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT**

**Announcement Number:** AGR-AR-17-085

**Closing Date:** 28 September 2017

**Position Title:** Admin NCO

**Location:** G Co. 2-104<sup>th</sup> GSAB, Lincoln, NE

**Military Grade Range:** Minimum SPC/E4 - Maximum SGT/E5

**Military Requirements:** Designated MOS for this position is 68W2F. Must become MOS qualified within 12 months of assignment. Position also requires completion of Nationally Registered Flight Paramedic (F2) Course. Must be able to obtain and maintain a SECRET security clearance. **Applicants will review the qualifications for the award of this MOS in Department of the Army Pamphlet (DA PAM) 611-21 for further demand rating and qualifications for initial award of MOS. Failure to review these qualifications may result in the applicant not being eligible for the position.**

**Area of Consideration:** All members of the Nebraska Army National Guard in the rank of SPC and above may submit applications for this position. **AGR's within 24 months of initial tour or 18 months of assignment or reassignment of closing date of this announcement requires a stabilization waiver. Stabilization waiver request must be submitted with application by closing date.**

**Qualified applicants will be referred to the selecting official in the following order.**

**Area 1:** Lateral Transfers of on-board AGR personnel. (SGT/E5).

**Area 2:** N/A (currently there are not any E4/68W on Select Train Educate Promote (STEP) List).

**Area 3:** Lateral Transfers of on-board AGR personnel. (SPC/E4).

**Area 4:** All members of the Nebraska Army National Guard currently holding the rank of SPC and above. This position is SGT/E5 and a reduction will be required for any selected applicant above the rank/grade SGT/E5 prior to AGR start date.

**General Requirements:**

1. The ability to research and interpret regulatory guidance.
2. The ability to communicate effectively, both orally and in writing.
3. The ability to apply personnel management practices and techniques.
4. The ability to apply time management techniques.
5. The ability to work with automation equipment and information technology systems.
6. Must be able to obtain a SECRET clearance

**Summary of Duties:** Responsible for tracking and coordinating unit training plans and programs to attain unit readiness objectives. Assist the Company leadership in the development of the Company long range and short term training plan and training guidance for subordinate units. Insures that program of instruction for all courses is implemented completely and accurately inputs/reviews ATTRS applications for Company Soldiers and capable of inputting/reviewing AFCOS and DTS orders. Capable managing Army training Management software, including DTMS. Assist Company leadership in the preparation of quarterly unit status report, annual AFAM, yearly training briefings, and yearly training calendar. Prepares and edits operations orders, plans, and CONOPs. Ensures complete unit readiness for training events including the request of training area, ammunition and training aids. Other duties as assigned.

## DA PAM 611-21

### 10-68W. MOS 68W Health Care Specialist (Health Care Sp) CMF 68 (Army Civilian Acquired Skills Program (ACASP) designated MOS)

a. *Major duties.* The health care specialist provides emergency medical treatment, limited primary care, force health protection, evacuation in a variety of operational and clinical settings from point of injury or illness through the continuum of military health care and, as a field combat medic, provides emergency medical care/treatment at point of wounding on the battlefield or to battle and non-battle casualties during wartime.

(1) *MOSC 68W10.* Administer emergency medical treatment to battlefield casualties, assists with outpatient care and treatment or inpatient care and treatment under the supervision of a physician, nurse, physician's assistant or a health care NCO.

(2) *MOSC 68W20.* Administers emergency and routine medical treatment to battle and non-battle casualties, assists with outpatient care and treatment and supervises field and clinical medical facilities under the supervision of a physician, nurse, or physician's assistant.

(3) *MOSC 68W30.* Supervise activities of field, clinical and mobile treatment facilities.

(4) *MOSC 68W40.* Supervise para-professional medical service activities in large fixed and mobile treatment facilities.

b. *Physical demands rating and qualifications for initial award of MOS.* Qualifications in subparagraphs (7), (8), (9) and (10) below are required for retention of MOS. The health care specialist or combat medic must possess the following qualifications:

(1) A physical demands rating of moderately heavy.

(2) A physical profile of 111121.

(3) No aversion to blood.

(4) Per AR 600-8-19, promotion to MSG and SGM requires an interim eligibility clearance or higher.

(5) Qualifying scores.

(a) A minimum score of 105 in aptitude area ST and 110 in aptitude area GT in Armed Services Vocational Aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

(b) A minimum score of 102 in aptitude area ST and 110 in aptitude area GT on ASVAB tests administered on and after 2 January 2002 and prior to 1 July.

(c) A minimum score of 101 in aptitude area ST and 107 in aptitude area GT on ASVAB tests administered on and after 1 July 2004.

(6) Have a high school diploma or GED equivalency.

(7) No history of alcoholism, drug addiction, indiscriminate use of habit-forming or dangerous drugs.

(8) Must maintain a current, valid, unrestricted National Registry Emergency Medical Technician – Basic Certification to retain MOS 68W (SFC(P)s and MSGs are exempt from this requirement).

(9) No history of a felony conviction.

(10) No history of conviction of crimes involving:

(a) An out of hospital patient or a patient or resident of a medical care facility.

(b) Financial exploitation of a person entrusted to a care of the applicant.

(c) Any weapons/ammunition/explosives/arson charges.

(d) Any drug activity involving illegal possession, buying, selling, or distribution (dealing) of controlled substances or synthetics.

(e) Violence against persons, animals or property.

(f) Sexual misconduct.

(11) No record of conviction by special or general courts-martial or civilian courts of offenses listed in AR 27-10 (Military Justice) chapter 24 or otherwise required to register as a sexual offender under AR 27-10, chapter 24.

(12) Formal training (completion of MOS 68W course conducted under auspices of Army Medical Department Center and School) mandatory; or completion of the Exportable 68W10 Course conducted by reserve component (RC) unit approved by the AMEDDC&S; or meet the ACASP criteria per paragraph 9-5b(5)(b) of this pamphlet and below in paragraph (a) for health care specialist MOSC 68W10 as outlined below.

(a) *Health Care Specialist (MOSC 68W10):* Soldiers will be accelerated to the Army specific portion of the course (Limited Primary Care) if they hold: (1) One of the following certifications with the National Registry Emergency Medical Technician (NREMT); EMT, EMT-Advanced, or Paramedic. (2) Current American Heart Association (AHA) certification for Basic Life Support (BLS) for Healthcare Providers with at least 12 months remaining from the start of the course. Depending on determination of their certification expiration date/s, Soldiers will be accelerated to the next available class beginning in the Limited Primary Care Module. State EMT certification will allow the individual to challenge the National Certification Exam (NREMT). (3) The Emergency Medical Services (Army EMS) Medical Director or his designee will verify certification through the National Registry or State Licensing department.

(b) *Nationally Registered Flight Paramedic (MOSC 68WxxF2):* Possess a current certification as a Nationally Registered Paramedic.

1. Must complete 68W training under the auspices of the AMEDDC&S and be awarded MOS 68W prior to being assigned as a MOSC 68WxxF2.
  2. Must possess a current and qualified Class 3 Flight Physical Examination.
  3. Must complete Phase One 300-F6 ASI F3 producing course.
  4. Must complete Phase Three Critical Care Clinical Skills Course.
- c. *Additional skill identifiers: (Note: Refer to table 12-8 (Listing of universal ASI's associated with all enlisted MOS)).*
- (1) F2--Nationally Registered Flight Paramedic (skill level 1-3 only).
  - (2) F3--Aero-Medical Evacuation (Rotary Wing).
  - (3) N1--Aircraft Crewmember Standardization Instruction (skill level 2-3).
  - (4) Q5--Special Forces Diving Medical Technician.
  - (5) W1--Special Operations Combat Medic (SOCOM) (skill level 1-4 only).
  - (6) W2--Civil Affairs Medical SGT (skill level 1-4 only).
  - (7) W4--Civil Affairs Trauma Medical SGT (skill level 2-4 only).
  - (8) Y2--Transition (personnel only).
  - (9) Y8--Immunization/Allergy.

### Application Instructions:

**Please read the application instructions as there have been changes to the application and process for applying.**

### !!! IMPORTANT NOTICE!!!

**Applications will be screened after the job closing date, not prior. Please review your application for accuracy before you submit it to HRO. Nothing will be added to the application after 1600 hrs on the closing date.**

E-mail may be sent to [nq.ne.nearng.list.hro-agr-job-apps@mail.mil](mailto:nq.ne.nearng.list.hro-agr-job-apps@mail.mil) with a subject line of "Job Application AGR-AR-\_\_-\_\_ (list job announcement number)". Electronic applications will be submitted as one attachment. Applications submitted in multiple attachments will not be accepted. Applications or attachments which are unreachable or cannot be opened will not be accepted or considered.

\* Candidates may apply by submitting a completed *Application for Active Guard/Reserve (AGR) Position*, NGB Form 34-1. Reference AR 135-18 Para 2-3 and NGR 600-5 Para 2-4 the following documents must be submitted. Packets without the appropriate documents or a written explanation will not be processed for interviews. Applicants will use the following checklist to ensure proper documentation is submitted.

**Yes**  **No** 1. Application for Active Guard/Reserve (AGR) Position, **NGB Form 34-1, dated 20131111. This form can be downloaded from the Nebraska National Guard Opportunities webpage. Previous versions of the form will not be accepted.** Application must be signed and written explanations for YES answers must be provided within the application packet. \_\_\_(Initials)

**Yes**  **No** 2. ERB/ORB. Download your validated Selection Board Record Brief ERB/ORB from <https://minuteman.ngb.army.mil/benefits> . **Enlisted applicants who are not MOS qualified for the announced position must include ASVAB scores on their ERB.** \_\_\_(Initials)

**Yes**  **No** 3. Last five OER's/NCOER's. Applications must contain their most current OER/NCOER and if unavailable written explanation must be provided. A letter of recommendation or performance must be submitted if you don't have any OER's/NCOER's. \_\_\_(Initials)

**Yes**  **No** 4. NGB 23 (RPAM). All Army National Guard Soldiers must submit a NGB 23 dated **within 6 months of closing date.** For non ARNG members, contact the AGR Branch for other options. \_\_\_(Initials)

**Yes**  **No** 5. Your last 4 Army Physical Fitness Test documented on a DA 705(s). **The last APFT score must be passing and within 12 months for M-Day and 6 Months for AGR of closing date.** You must provide written explanation if you are unable to provide the last 4 APFT scores. \_\_\_(Initials)

**Yes**  **No** 6. Current passing semi-annual weigh-in documented on TAG NE 600-9, DA5500/5501 or DA 705. DA 5500/01's are required for Soldiers who exceed the weight for height Table B-1, AR 600-9. For non ARNG members, the DA 705 will be document of record. **Current is within 6 months of closing date.** \_\_\_(Initials)

**Yes**  **No** 7. IMR (Individual Medical Readiness) or Flight Physical <https://medpros.mods.army.mil/medprosnew/secure/medical/imr.aspx> with a record **PHA completion date within 12 months of closing date.** \_\_\_(Initials)

**Yes**  **No** 8. Applicants will be screened for profiles (the DA 3349 is not required to be sent) . Temporary profiles MUST be cleared prior to AGR start date. Any permanent profiles with a PULHES of 3 or 4 must be supported with a Medical Fit for Duty. \_\_\_(Initials)

**Yes**  **No** 9. Any additional information/memorandums/letters of recommendation may be submitted that you feel will help qualify your application or for any "no" responses identified on this checklist. \_\_\_(Initials)

*To qualify for initial entry in the AGR Program applicants must meet the eligibility requirements in AR 135-18 paragraphs 2-1, 2-2, and 2-3. IAW AR 600-8-2, Flagged ARNG and US Army Reserve (USAR) soldier may not apply for AD or ADT.*

*In order to comply with United States Department of Defense (DoD) requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department and Nebraska National Guard, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.*

*Failure to obtain and maintain the designated type of security clearance/background check required for the respective work, may result in a job offer being rescinded, separation of employment, and/or other actions as may be deemed in the best interest of the agency.*

*Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents to the Nebraska National Guard Personnel Security Manager for processing the appropriate investigation. Required forms for AGR positions – SF 86, PSIP Initiation Form, Birth Certificate (or other proof of citizenship) and Fingerprints. Technician positions also require the OF 306 and Application/Resume.*

*The use of official mail to forward employment applications is prohibited. Applications submitted using government postage will not be considered.*

*Applications may be submitted by e-mail, postal mail, or hand-delivered to the HRO no later than 1600 hours on the closing date. Applications received after the closing time will not be considered for the position.*

**Mail applications to:** NE National Guard  
Human Resource – AGR Branch  
2433 NW 24<sup>th</sup> Street  
Lincoln, NE 68524

*The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may verify receipt of their application telephonically or via email.*

***The Nebraska National Guard is an equal opportunity employer; we do not discriminate on the basis of race, gender, sexual orientation, religion, national origin or ethnicity.***