



DEPARTMENT OF THE ARMY
NEBRASKA NATIONAL GUARD
DIRECTORATE OF PERSONNEL ADMINISTRATION
ENLISTED PROMOTION SECTION
2433 NW 24TH STREET
LINCOLN, NE 68524

VACANCY ANNOUNCEMENT

Announcement Number: 17-TXKAA-1182

Closing Date: Open Until Filled

Position Title & Unit: SR OPTICAL LAB NCO, HHD 110TH MMB, Para 118, Line 2

Location: Lincoln, NE

Military Grade Range: SGT/E5 - SFC/E7 **CPMOS:** 68H40

Military Requirements: Soldiers must have completion of high school or college algebra with a final grade of "C" or higher. Prior to departure from home station, soldiers are required to reenlist or extend their term of enlistment to meet the time in service (TIS) remaining requirements upon completion of the course. A minimum score of 100 in aptitude area GM in Armed Forces Vocational Aptitude Battery (ASVAB) tests administered prior to January 2002. A minimum score of 97 after 2 January 2002, and a minimum score of 98 on or after 1 July 2004. Soldiers must have no history of a felony conviction, no history of conviction of crimes involving an out of hospital patient or a patient or resident of a medical care facility, financial exploitation of a person entrusted to the care of the applicant, any weapons/ammunition/explosives/arson charges, any drug activity involving illegal possession, buying, selling, or distribution (dealing) of controlled substances or synthetics, violence against person or property and no sexual misconduct. Non-MOSQ personnel have one year from date of appointment to become qualified.

Area of Consideration: All eligible members of the Nebraska Army National Guard and individuals who are eligible for Enlistment or transfer into the Nebraska Army National Guard who meet the grade requirements stated in Military Grade Range listed above. In order to be promoted in this position, the Soldier must be on the current STEP list and fully qualified for promotion IAW AR 600-8-19. Soldiers not holding the requisite NCOES for their current grade must agree to complete all NCOES/SSD Requirements within one year of assignment.

General Requirements:

1. Currently assigned in the Nebraska Army National Guard with a rank in the range listed in Military Grade Range.
2. Not currently "Flagged from Favorable Personnel Actions" or under a "Bar to Reenlistment"
3. Meet other requirements as stated in **Military Requirements** above.

Summary of Duties: Provides technical guidance, inspects completed spectacles, and insures quality control standards. Develops stock levels, requisitions, stores and maintains optical supplies and equipment. Prepares and conducts training programs and instructs on preventive maintenance and safety procedures. Determines personnel requirements, establishes priorities and organizes work schedules. Plan layout of work areas. Inspect to ensure a safe, clean and orderly working environment. Supervise quality control procedures. Drafts and prepares budget estimates and monitors records of cost data and expenditures. Perform staff, budget and advisory duties. Prepare other technical, administrative and personnel reports. Coordinate activities of optical laboratory with medical treatment facilities

Application Instructions:

Submit a completed "Traditional NCO Vacancy Application" by e-mail to "ng.ne.nearng.list.g1-epm@mail.mil" with a subject line of "Vacancy Application 17-TXKAA-1182" or in hard copy to the G1 office no later than 1600 hours on the closing date. **Electronic applications must be in Acrobat Reader format on one single attachment.** The use of official mail to forward employment applications is prohibited. Applications or attachments which are unreadable or cannot be opened will not be accepted or considered. DPA is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may verify receipt of their application telephonically by calling (402)309-8152.