

**NEBRASKA NATIONAL GUARD
HUMAN RESOURCES OFFICE
2433 NORTHWEST 24TH STREET
LINCOLN, NEBRASKA 68524**

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AR-23-067

Closing Date: 6 June 2023

Position Title: BN S1 / Sustainment Officer

Location: HHC, 402nd MP BN, Omaha, NE

Military Grade Range: Minimum 2LT/O1 - Maximum CPT/O3

Military Requirements: All AGR officers who meet the minimum qualifications are eligible to apply, regardless of AOC. Preferred AOC for this position is 31A. The selected candidate must be able to become 31A qualified within 12 months of assignment. Must be able to obtain and maintain a SECRET security clearance. **Applicants will review the qualifications for the award of this AOC in Department of the Army Pamphlet (DA PAM) 611-21 and 600-3. Failure to review these qualifications may result in the applicant not being eligible for the position.**

Area of Consideration: All current members of the Nebraska Army National Guard in the ranks of 2LT/O1 – CPT/O3 and enlisted Soldiers that hold a Certificate of Eligibility may submit an application for this position. **AGRs 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 (CPT/O3)

Area 2: N/A

Area 3: Transfer of **on-board** AGR personnel (1LT/O2)

Area 4: All members of the Nebraska Army National Guard currently holding the rank of 2LT/O1 to CPT/O3 and enlisted Soldiers with a Certificate of Eligibility.

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 develop procedural guidance.
6. The ability to consolidate and analyze data.
7. Clear understanding of the ReARMM Cycle.
8. The skills required to supervise personnel.

Summary of Duties: Full time staff officer responsible for all the daily management of sustainment functions within the battalion. Manages the full time staff within the S1 and S4 sections. Manages battalion personnel, logistics, and readiness functions, and their associated inputs to the Commanders Unit Status Report. Analyzes REARMM benchmarks, and develops programs to achieve and maintain readiness standards. Manages execution of sustainment battle rhythm, to include running estimates and the sustainment inputs to battalion orders. Responsible for all aspects of personnel manning, to include; strength management, evaluations, promotions, retention, medical readiness, pay, and essential personnel services. Manages the battalion Organization Inspection Program (OIP). Oversees battalion logistics and readiness, to include the integration of supply, maintenance, and transportation services. Battalion lead on deployment readiness, to include management of CDDP program, and the development and evaluation of Deployment Readiness Exercises. Performs additional tasks and supervisory duties assigned by the AO.

Applications submitted in multiple attachments will not be accepted!

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 <mailto:ng.ne.nearng.list.hro-agr-job-apps@army.mil> with a subject line of "Job Application AGR-AR-__-__ (list job announcement number)". Encrypted emails can be accomplished using DoD Safe at <https://safe.apps.mil>. 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**. ___(Initials)

N/A Yes No 5. Statement of all active duty performed (DD 214, DD 215, DD 220). You can find these forms in your IPERMS <https://iperms.hrc.army.mil/rms/login.jsp> DD 214/215/220 are not required for current on-board AGRs. ___(Initials)

Yes No 6. Individual Training Report (ITR) form DTMS showing APFT and Height/Weight. **The last APFT score must be passing and with a date of 1 January 2019 or later for M-Day and after 1 July 2019 for AGR. Height Weight is considered current within 6 months of closing date**. You must provide written explanation if you are unable to provide the last 4 APFT scores. ___(Initials)

Yes No 7. IMR (Individual Medical Readiness) <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. If you are on a profile include a current DA 3349. Any PULHES with a 3 or 4 must be supported with medical fit for duty waiver (MMRB or MAR2). ___(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 24th 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.