

**NEBRASKA ARMY NATIONAL GUARD  
DIRECTORATE OF PERSONNEL ADMINISTRATION  
ENLISTED PROMOTION SECTION  
2433 NW 24<sup>th</sup> STREET  
LINCOLN, NEBRASKA 68524**

***TRADITIONAL VACANCY ANNOUNCEMENT***

**Announcement Number:** 25-PEMAA-10203

**Closing Date:** 2 May 2025

**Position Title & Unit:** First Sergeant, HHC, 67<sup>th</sup>  
MEB: Position # 6532493

**Location:** Lincoln, NE

**Military Grade Range:** Minimum (SFC/E7) - Maximum (MSG/1SG/E8)

**Military Requirements:** Designated DMOS for this position is (91Z5M). A security eligibility of **SECRET** is required for this MOS. Must meet the physical demands requirements of DA Pam 611-21. MOS qualification, if required, must be completed IAW current policy and training guidance. Selected individual may incur additional training requirements for SQI and/or ASI requirements for the duty position (see unit specific requirements below). The qualifications for the award of this MOS can be found in DA Pam 611-21.

**Area of Consideration:** All eligible and available members of the Nebraska Army National Guard in the grade of E7 or E8 holding a current standing on the 2025 First Sergeant Assignment List.

Qualified applicants will be referred to the selection official in the following order:

**Category 1:** Current MSG/E8 or 1SG/E8 applicants on 1SG selection list.

**Category 2:** Current SFC/E7 applicants on 1SG selection list.

**Under the direction of the State CSM, qualified applicants will be referred for interviews.**

**General Requirements:**

1. Currently assigned (SFC/E7-MSG/1SG/E8) in the Nebraska Army National Guard or any personnel eligible for transfer into the Nebraska Army National Guard
2. Not currently "Flagged from Favorable Personnel Actions", under a "Bar to Reenlistment", or defined as "Stagnant".
3. Meet other requirements as stated in **Military Requirements** above.
4. E8 AGR Soldiers must be assigned to an equal grade E8 fulltime support position IAW NGR 600-5. E8 AGR Soldiers must attain CLASP approval prior to assignment. AGR E7's are INELIGIBLE to apply.

**Summary of Duties:** The position of First Sergeant designates the principal senior NCO at the Company. The First Sergeant will: assist the commander in planning, coordinating, and supervising all activities that support the unit mission; advise the commander on enlisted Soldier matters to include duty assignments, promotions and reductions, leave programs, military justice, privileges, awards welfare and recreational activities, human relations, equal opportunity, and alcohol and drug abuse concerns; coordinate unit administration to include submission of required reports, vehicular support, supply and food service activities; provide counsel and guidance to subordinate personnel; assist in inspection of or conduct inspection of unit activities and facilities, observe discrepancies and initiate corrective action. The First Sergeant will assist the commander in performing the following training related tasks: plan, execute and assess unit training; ensure that trainers train to standard; assist the commander in integrating individual training into collective training and collective training into multi-echelon training events; plan and execute battle-focused NCODP; prepare and maintain an order of merit list for schools and courses, ensuring that Soldiers are qualified and prepared to attend; coordinate school quotas. The First Sergeant will assist the commander with unit strength maintenance to include the execution of the unit strength maintenance plan; ensure 100% of all required retention interviews take place in a timely manner; ensure an effective sponsorship program is implemented and maintained; keep all Soldiers informed on the unit's plans and programs; ensure all NCOs and first line leaders are present for NCODP that address strength maintenance issues; advise the commander on actions and issues that affect strength maintenance; develop, implement and maintain a program to contact Soldiers in the ING with the purpose of

eventually bringing them back to active status; ensure the "Oath of Extension" ceremony is conducted with dignity and honor; ensure "NCO Induction" ceremonies are conducted with dignity and honor; liaison with the unit RNCO to ensure all strength maintenance issues receive the emphasis and action required for quick resolution.

**Other Unit Unique Considerations/Requirements:** None.

**Application Instructions:** Submit a completed Traditional NCO Vacancy Application (**See checklist below**) by e-mail to [ng.ne.nearng.list.g1-epm@army.mil](mailto:ng.ne.nearng.list.g1-epm@army.mil) and [Daniel.r.malizzi.mil@army.mil](mailto:Daniel.r.malizzi.mil@army.mil). with a subject line of "**Vacancy Application 25-PEMAA-10203**" or in hard copy to the G1 office no later than 1600 hours on the closing date. Electronic applications must be in PDF 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. G1 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.

**NEBRASKA ARMY NATIONAL GUARD  
CSM/1SG APPLICATION PACKET CHECKLIST**

**Applying Soldier's Rank & Name:**

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**Current Unit of Assignment:**

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YES    N/A

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|---|-------|-------|
| Memorandum to the President of the Board (Optional). . . . .                                  | _____ | _____ |
| Validated Enlisted Selection Board Record Brief. . . . .                                      | _____ | _____ |
| DA Form 2166-8-xx (NCO Evaluation Reports) 3 Years. . . . .                                   | _____ | _____ |
| DTMS Individual Training Record (ITR)<br>w/ <b>3 years</b> of ACFT and HT/WT history. . . . . | _____ | _____ |
| CLASP request through MSC AO to HRO (AGR's Only) . . . . .                                    | _____ | _____ |

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Nominee signature and date