

**NEBRASKA NATIONAL GUARD  
HUMAN RESOURCES OFFICE  
2433 NORTHWEST 24<sup>TH</sup> STREET  
LINCOLN, NEBRASKA 68524**

**ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT**

**Announcement Number:** AGR-AR-22-033

**Closing Date:** 24 January 2022

**Position Title:** S4 NCOIC

**Location:** HHT, 1-134<sup>th</sup> CAV, Yutan, NE

**Military Grade Range:** Minimum SSG/E6 - Maximum SFC/E7

**Military Requirements:** Designated MOS for this position is 92Y. Selected individual must become MOS qualified within one year from date of selection. Must complete respective Army National Guard Military Logistics Courses at PEC within 18 months of assignment. 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 **On-Board** Soldiers of the Nebraska Army National Guard in the rank of SSG/E6 and above may submit applications 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. (SFC/E7) eligible to attain MOS 92Y.

**Area 2:** Select Train Educate Promote List (STEP) of **on-board** AGR CPMOS qualified (SSG/E6, 92Y).

**Area 3:** Transfer of **on-board** AGR personnel (SSG/E6) eligible to attain MOS 92Y.

**Area 4:** N/A

**General Requirements:**

1. The ability to review, verify and process supplies and equipment.
2. A working knowledge of supply procedures.
3. The ability to perform administrative duties required for the position.
4. The ability to consolidate and analyze data.

**Summary of Duties:** The S4 NCOIC is the lead FTS sustainment planner for the Squadron, and supervises Soldiers engaged in supply, services, materiel management and logistics operations. Serves as principal NCOIC for supply and services for the Cavalry Squadron. Supervises and assists in the planning of operations of 5 subordinate organizations performing supply and related service operations, and is able to predict requirements. Coordinates closely with the FSC to ensure maneuver units are supported. Supervises management of materiel support functions in stock control and accounting, procurement, inventory control, and item financial management. Contributes to staff development and operations of supply support data systems, equipment review, and maintenance support systems. Conducts assistance visits to subordinate elements. Develops and executes training programs. Performs as a liaison between staff and supported personnel to improve effectiveness of support activities. Assists the S4 in development of paragraph 4 of the OPORD, Annex F, which includes: Commander's reconnaissance priorities, Priority of support by type and unit, Sustainment overlay, Supply routes, Logistics release points, Casualty evacuation points, Maintenance collection points, Class III and Class V resupply during the mission, and Movement criteria and triggers.

**DA PAM 611-21**

**10-92Y. MOS 92Y--Unit Supply Specialist (Unit Supply SPC), CMF 92**

a. *Major duties.* The unit supply specialist supervises or performs duties involving request, receipt, storage, issue, accountability and preservation of individual, organizational, installation and expendable supplies and equipment. Duties for MOS 92Y at each level of skill are:

(1) *MOSC 92Y1O.* Receives, inspects, inventories, loads, unloads, segregates, stores, issues, delivers and turns-in organization and installation supplies and equipment. Operates unit level computers (ULC). Prepares all unit/organizational supply documents. Maintains automated supply system for accounting of organizational and installation supplies and equipment. Issues and receives small arms. Secures and controls weapons and ammunition in security areas. Schedules and performs preventive and organizational maintenance on weapons.

(2) *MOSC 92Y2O.* Performs duties shown at preceding level of skill and provides technical guidance to junior grade personnel. Inspects completed work for accuracy and compliance with established procedures. Coordinates supply activities. Reviews and annotates changes to unit material condition status report. Posts transactions to organizational and installation property books, and supporting transaction files. Determines method of obtaining relief from responsibility for lost, damaged and destroyed supply items.

(3) *MOSC 92Y3O.* Performs duties shown at preceding level of skill and provides guidance to junior grade personnel. Directs supply personnel in establishing supply and inventory control management functions. Maintains property under Property Book Unit Supply Enhanced (PBUSE) system. Reviews daily and monthly records of issues of petroleum products and operating supplies. Provides technical assistance to equipment records and parts specialist. Assists and advises supply officer and commander.

(4) *MOSC 92Y4O.* Performs supervisory and management duties shown at preceding level of skill. Analyzes statistical data and reports to ascertain trends, conformance to standard and directives and efficiency of operations. Coordinates logistical activities with other staff elements, supply and service and motor transport units. Conducts assistance visits to subordinate elements. Develops and executes training programs.

(5) *MOSC 92Y5O.* Supervises development and preparation of operations information. Plans, maps, sketches, overlays and analyses related data to employ supply and service organizations. Contributes to staff development and operations of supply support data systems, equipment review, salvage, and repair parts supply procedures. Performs liaison between staff and supported personnel to improve effectiveness of support activities. Conducts inspections and provides technical assistance to the Inspector General.

b. *Physical demands rating and qualifications for initial award of MOS.* Unit supply specialist must possess the following qualifications:

(1) A physical demands rating of heavy.

(2) A physical profile of 222222.

(3) Qualifying scores.

(a) A minimum score of 95 in aptitude area CL in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

(b) A minimum score of 92 in aptitude area CL on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.

(c) A minimum score of 90 in aptitude area CL on ASVAB tests administered on and after 1 July 2004.

(4) Normal color vision.

(5) Mandatory formal training.

(6) Soldiers reclassifying into the MOS cannot exceed the rank of SGT (Active Component only). (7)

No documented instances in the last 5 years of conduct which reflects adversely on the character, honesty, or integrity of the Soldier to include:

(a) No conviction by court-martial or by any Federal or state court.

(b) No juvenile adjudication by state court.

(c) No punishment under Article 15, Uniform Code of Military Justice (UCMJ) caused by incidents that reflect adversely on the Soldiers integrity and lack of trust.

(d) No letter of reprimand, censure, or admonition under the provisions of AR 600-37, chapter 3.

(e) Voluntary confession after proper rights warning according to Article 31(b), UCMJ, or under applicable Federal or state law. Note: Disqualification under this paragraph is waivable by a military review board.

(8) No other record of disciplinary action under UCMJ or pattern of behavior which indicates a lack of integrity or which is inconsistent with the 92Y position of trust.

(9) No conviction or other adverse disposition for criminal offenses listed as a misdemeanor or felony as outlined in AR 601-210, chapter 4. This criteria is not waivable.

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

c. *Additional skill identifiers.* (Note: Refer to table 12-8 for (Listing of universal ASI's associated with all enlisted MOS)).

(1) F7--Pathfinder (skill level 1-3 only).

(2) 3C--Operational Contract Support (OCS) (SSG thru SGM) (Effective 201310).

## 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@mail.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://arngg1.ngb.army.mil/SelfService/Careercenter/RBMain.aspx> **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 with a date of 1 January 2019 or later for M-Day and after 1 July 2019 for AGR**. 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)

N/A    Yes    No **9.** Statement of all active duty performed (DD Form 214, DD Form 215, DD Form 220, or any other forms that show active duty service). **Statement of all Active Duty performed IS NOT REQUIRED FOR AGR PERSONNEL.**   (Initials)

   Yes    No **10.** 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.***