

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-22-081

**Closing Date:** 23 May 2022

**Position Title:** Training NCO

**Location:** 267<sup>th</sup> SMC, Lincoln, NE

**Military Grade Range:** Minimum SGT/E5 - Maximum SSG/E6

**Military Requirements:** Designated MOS for this position is 91B. Selected individual must become MOS qualified within one year from date of selection. 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 Soldiers of the Nebraska Army National Guard in the rank of SGT/E5 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. (SSG/E6) eligible to attain MOS 91B.

**Area 2:** Select Train Educate Promote List (STEP) of **on-board** AGR CPMOS qualified (SGT/E5, 91B).

**Area 3:** Transfer of **on-board** AGR personnel (SGT/E5) eligible to attain MOS 91B.

**Area 4:** All members of the Nebraska Army National Guard holding the rank of SGT/E5 and above eligible to attain 91B MOS. This position is SSG/E6 and a reduction will be required for any selected applicants above the rank/grade SSG/E6 prior to AGR start date.

**General Requirements:**

1. Working knowledge of military organizations and related MOS's
2. Experience using ATTRS, DAMPS, DTMS, DTS, MUP, IPPS-A, EES, and iPERMS
3. Experience in applying problem solving techniques to resolve training and administrative issues
4. Experience in consolidating and analyzing data, prioritizing workload, and managing time to meet organizational goals
5. The ability to interpret regulatory guidance and prepare training and administrative guidance
6. Must have the ability to obtain a SECRET clearance
7. Ability to communicate effectively orally and in writing
8. Knowledge of unit personnel procedures

**Summary of Duties:** Serves as the principal administrator responsible for carrying out the unit commander's plans and programs for the accomplishment of unit readiness, objectives, and missions. Manages personnel, finance, and automated systems activities. Reviews and prepares reports, including Unit Status Reports on strength (gains and losses) of personnel and manages and provides technical review of completed personnel actions (i.e., reenlistments, separations, discharges and transfers, requests for MOS changes, security clearances, retirements, promotions and awards, unit training and attendance, and disciplinary actions). Develops a comprehensive MOS qualification program within the unit. Tracks and prepares requests for Army schools through ATRRS. Manages all personnel actions within the unit using systems such as IPPS-A, SIBX, MyUnitPay, DTS, iPERMS, DAMPS, and DTMS. Assist with training related activities. Other duties as assigned.

DA PAM 611-21

10-91B. MOS 91B—Wheeled Vehicle Repairer, Whl Veh Mech CMF 91

(Army Civilian Acquired Skills Program (ACASP) designated MOS)

a. Major duties. The wheeled vehicle mechanic supervises and performs field level maintenance and recovery operations on light and heavy wheeled vehicles, their associated trailers and material handling equipment (MHE). Duties for MOS 91B at each skill level are:

(1) MOSC 91B10. Maintains wheeled vehicles, their associated trailers and MHE systems to include: use of applicable references, inspecting, servicing, maintaining, repairing, replacement, adjusting and testing of wheeled vehicles and MHE systems, subsystems and components such as: powerplant/packs, compression ignition engines and engine fuel systems, air induction and exhaust systems and cooling systems. Vehicle chassis and powertrain components including, frame crossmembers, clutches assemblies, transmissions, transfers, final drives, propeller shaft assemblies, brake systems, steering systems, suspensions systems, fifth wheel assemblies, wheeled vehicle crane, hoist and winch assemblies, and hydraulic systems. Automotive electrical systems including wiring harness, starting and charging systems. Perform wheeled vehicle recovery operations.

(2) MOSC 91B20. Performs duties assigned in preceding skill level, supervises and provides technical guidance to junior grade Soldiers in the accomplishment of their duties. Conduct in-process inspection/troubleshooting procedures, during repairs and overhaul of engines, transmissions and powertrain major assemblies and components, hydraulic system and fuel system components. Supervise recovery team performance of wheeled vehicle recovery operations.

(3) MOSC 91B30. Performs duties assigned in preceding skill level, supervises and provides technical guidance to junior grade Soldiers in the accomplishment of their duties. Supervise compliance with shop safety program and use, maintenance and security of hand and shop power tools. Supervises and performs diagnostic troubleshooting to determine maintenance repair criteria using Test Measurement Diagnostic Equipment (TMDE). Performs equipment classification inspections and annotate and submit appropriate forms and documents. Supervise wheeled vehicle recovery operations. Perform battlefield damage and assessment and repair (BDAR).

b. Physical demands rating and qualifications for initial award of MOS. Wheeled vehicle mechanics must possess the following qualifications:

- (1) A physical demands rating of Moderate (Gold).
- (2) A physical profile of 222222.
- (3) Normal color vision.
- (4) Must possess finger dexterity in both hands.
- (5) Must not be allergic to refrigerant gases or petroleum related products.
- (6) Qualifying scores.

(a) A minimum score of 90 in aptitude area MM in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

(b) A minimum score of 87 in aptitude area MM on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.

(c) A minimum score of (87 in aptitude area MM and 85 in aptitude area GT) or a minimum score of 92 in aptitude area MM on ASVAB tests administered on and after 1 July 2004.

(d) A minimum OPAT score of Standing Long Jump (LJ) - 0120 cm, seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demand Category in "Moderate" (Gold).

(7) Formal training by completion of MOS 91B course conducted under the auspices of the USA Ordnance School is mandatory unless the Soldier meets the civilian acquired skills criteria listed per paragraph 9-5b(5)(b) of this pamphlet and in paragraph (8) below or a waiver is approved by the Commandant, U.S. Army Ordnance School.

(8) ACASP qualification criteria. Must have 2 years of experience or a combination of formal training and experience totaling 2 years in the maintenance and repair of gasoline, diesel, electric-powered light and heavy wheeled vehicle equipment; be certified as civil service-rated wheeled vehicle repairman; or possess two or more Automotive Service Excellence (ASE) certifications in the automotive or truck area.

c. Additional skill identifiers. (Note: Refer to table 12-8 (Listing of universal ASIs associated with all enlisted MOS)).

## 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.***