

**IOWA ARMY NATIONAL GUARD  
M-DAY VACANCY ANNOUNCEMENT**

**POSITION VACANCY NUMBER:** MDV #25-087                      **CLOSING DATE:** Indefinite

**UNIT/DUTY LOCATION:** 334<sup>th</sup> SPT BN Field Maintenance Company / Cedar Rapids

**MINIMUM RANK TO APPLY:** SPC                                      **DUTY MOS:** 92A20

**DUTY POSITION:** Automated Logistical Specialist

**FULL-TIME STAFF POC:** SFC Derrick Claye                      **PHONE:** (515) 331-5593

**LEADERSHIP POSITION/TYPE:** NO / N/A

**ELIGIBILITY REQUIREMENTS TO BE CONSIDERED FOR THIS POSITION**

**GENERAL REQUIREMENTS:**

1. Not currently “Flagged from Favorable Personnel Actions” or under a “Bar to Reenlistment.”
2. Must be or be able to complete 92A MOSQ within 12 months of assignment.
3. Must be able to meet the required service obligation (minimum of 12 months from course completion).
4. A Soldier who has a remaining contractual service obligation due to an incentive contract for a specific MOS or UIC may apply for non-standard vacancies but will lose remaining incentive payments with the possibility of recoupment, as applicable.
5. Soldiers command removed or self-removed from promotion consideration are not eligible to apply.

**MOS SPECIFIC REQUIREMENTS:**

1. A physical demands rating of Significant (Gray)
2. PULHES: 222222.
3. A minimum score of 90 in aptitude area CL
4. A minimum OPAT score of Standing Long Jump (LJ) – 0140 cm, Seated Power Throw (PT) – 0400 cm, Strength Deadlift (SD) – 0140 lbs., and Interval Aerobic Run (IR) – 0040 shuttles in Physical Demand Category in “Significant” (Gray).
5. Per AR 600-8-19, promotion to MSG and SGM requires an interim secret eligibility or higher.

**TRAINING:**

1. Phase 1: 2 Weeks and 2 Days Resident Course
2. Phase 2: 2 Weeks Resident Course

**SUMMARY OF DUTIES:**

The Automated Logistical Specialist supervises and performs management or stock record/warehouse functions pertaining to receipt, storage, distribution, and issue, and maintains equipment records and parts.

1. Ensures that inventory and bin management are performed in accordance with established procedures. Instruct warehouse personnel in loading, unloading, segregation, palletizing and selection of stock and storage areas. Perform property disposal storage functions. Ensure application of special procedures for handling, storing, packaging and shipping retrograde material. Performs analysis of history and activity files pertinent to ERP system rejected documents. Reviews recommended additions and deletions to authorized stockage list directed by Army expert ASL team. Maintains accounting records of property disposal activity. Review requests for major and controlled items. Reconcile activity records for monthly and quarterly reporting and status reviews. Manages controlled, critical and reserve stocks and operational readiness floats. Perform financial management functions. Prepares data input and utilizes Automated Data Processing (ADP) output to assist in materiel management. Prepares reports on labor and equipment, available storage space, relocation of materiel, warehouse refusals and stock requirements. Assist unit maintenance personnel in planning maintenance program. Simplifies and standardizes the collection and use of maintenance data. Improves readiness management and visibility by providing equipment status and asset data. Responsible for the quality and accuracy of performance, cost, backlog, man-hour, and parts data through improved maintenance management. Plans and coordinates subsistence supply activity. Ensures subsistence items stockage objectives are met. Directs corrective action to minimize spoilage, flavor contamination and improper warehouse practices. Supervise the set up and connection of logistics communications enablers. Ensures communications enablers and ERP systems work in sync and troubleshoots when out of sync.

### **Application Documentation:**

A complete application packet consists of the following documents:  
(Packets will be in the following order)

1. Vacancy Announcement
2. Soldier Selection Board Record Brief
3. Last 3 NCOERs (if applicable)
4. APFT and Weigh Control History (DTMS History Report Printout)
5. MedPros Printout
6. Memo of Non-Flagging Actions (Must be signed by 1SG or Commander)
7. Incentives Counseling
8. ACASP supporting documentation (if applicable)

### **Application Instructions:**

Documents need to be scanned as **one PDF labeled as Vacancy# Last name i.e. MDV #25-001 Snuffy**. Do not scan documents individually.

Where to forward application:

Mail: The Adjutant General of Iowa, ATTN: NGIA-PER-EPM, 7105 NW 70th Ave, Johnston, Iowa 50131-1824

Applications can be emailed to [nq.ia.iaarnq.list.per-epm@army.mil](mailto:nq.ia.iaarnq.list.per-epm@army.mil). The subject line of the email

will be marked as "Application Packet for M-Day Vacancy # \_\_\_\_\_ - \_\_\_\_\_."  
Applications must be received and stamped into this office no later than 1630 or close of business on the closing date of announcement. Incomplete or late packets will not be accepted.

**Documents need to be scanned as one PDF. Do not scan documents individually.  
Packets not scanned as one document will be returned without action.**

**Notification Instructions:**

Notifications of selection/non-selection will be sent to the Soldier's Enterprise e-mail address via MSC PSNCO.

Questions concerning the contents of this notice may be directed to the Full Time Support POC listed on the front of this announcement.