

IOWA ARMY AGR VACANCY ANNOUNCEMENT

IOWA NATIONAL GUARD
NGIA-HRO-AGR
7105 NW 70TH AVENUE
JOHNSTON, IOWA 50131-1824

Announcement Number: 26-001AR

Closing Date: 21-Jan-26

POSITION DESCRIPTION:

POSN TITLE: TRAIN-BN OPS SGT/First Sergeant
MOS/AOC: 11B **VICE:** Smiley
Max: E-8 **Min:** E-7 Promotable

INTERVIEWING SUPERVISOR INFO:

LTC JUSTIN FOOTE, (515) 727-3937, ext. 3937,
justin.r.foote.mil@army.mil

UNIT OF ASSIGNMENT:

HHC 1-168 IN
Council Bluffs, IA 51503

MPCN #: IA02243019

PARA/Lin 112/03

**Permanent Change of Station (PCS)
may be authorized.**

Who May Apply: Current (Title 32) AGR IAARNG members.

AREA OF CONSIDERATION:

Must meet position grade requirements above. If not MOS/AOC qualified, selectee must become qualified in advertised MOS/AOC within one year of hire. Applicants not meeting eligibility criteria, unless a waiver is authorized by NGR 600-5 or AR 135-18, will not be considered and will be returned to the applicant without action. Soldiers must meet the qualifications for entry and subsequent service eligibility requirements of AR 135-18, Table 2-1. Soldiers must meet the minimum ASVAB and PULHES requirements per DA PAM 611-21, applicants not meeting minimum requirements will be returned without action.

INITIAL

- 1. Completed AGR Vacancy Announcement Checklist
- 2. NGB Form 34-1, Application for Active Guard/Reserve (AGR).
- 3. Submit last 5 NCOERs if applicable.
- 4. Letters of recommendation (Not Required).
- 5. If applicable, DA Form 3349 and/or MMRB results.
- 6. Copy of last DA 705 showing fitness test within 6 months.
- 7. Copy of last DA 5500/5501 if applicable or HT/WT data is not on DA 705 within 6 months.
- 8. Copy of individual Soldier Talent Profile from IPPS-A. Must be within 30 days of closing date.
- 9. Copy of current promotion list, with name highlighted if applicable.
- 10. Copy of waiver request if required per AR 135-18, Table 2-4 and/or NGR 600-5.
- 11. Completed IA Form 7424, Self Disclosure Worksheet. (On Iowa National Guard website).
- 12. I have completed all requirements for my current position to include AFT, HT/WT, PHA, PEC, MOSQ and not pending any adverse actions.
- 13. I understand it is my responsibility to ensure all documents are included, signed and received prior to 1530 on the closing date.

**** Submit entire packet as one document. PDF Portfolios will not be accepted. ****

CAUTION:

If your application packet does not provide all the information requested on the checklist above, you will not be considered for the position. ONLY complete applications will be considered. Applicants are responsible for maintaining a copy of their application.

MOS REQUIREMENTS:

11B: PULHES - 111221; A physical demands rating of very heavy, red/green color discrimination, correctable vision of 20/20 in one eye; 20/100 in the other; Must have a minimum score of 90 in aptitude area CO in Armed Services Vocational Aptitude Battery (ASVAB) tests administered prior to 2 January 2002. A minimum score of 87 in aptitude area CO on ASVAB tests administered on and after to 2 January 2002.

DESCRIPTION OF DUTIES:

Responsible for the management, coordination, and synchronization of activities performed by the 1-168 Infantry Battalion in support of the Commander's plans and programs in order to achieve readiness objectives and unit mission success. Serves as Operations NCO for a 718 PAX Infantry Battalion and NCOIC for Battalion FTUS of 26 personnel, located at six different geographical locations. Duties will include, but are not limited

to, FTUS and M-Day personnel management, steady state operations, suspense tracking, ammunition forecasting, Government Purchase Card (GPC) Program, schools management, school/IDT/AT budget management, AGR leave tracker, RMP funds, CUSR input and reporting, Intelligence Oversight, OPSEC, INFOSEC, PERSEC, Antiterrorism, Physical Security, Security Clearances, Armory Management/Maintenance, and orders processing and tracking. Monitors, reviews, and analyzes all training and readiness reports from subordinate units; provides assistance in the preparation for successful accomplishment of unit training. Applicant must have capacity to become skilled in applying principles of Training Management, MDMR, TLPs, the Operations Process, INGR 350-1, AR 350-1, and FM 7-0. Must be proficient with ATIS, ATRRS, AFAM, MARRS-N, DAMPS, TAMIS, DISS, NetUSR, IPPS-A, RFMSS, FMS Web, ATN, FTSMCS, EES, DTS, PRMS, and Microsoft Office programs. Applicant must be forward thinking and have the capacity to negotiate obstacles and solve complex problems to meet the Commanders intent. Applicant will also serve as the HHC 1-168 IN Battalion M-Day First Sergeant. Must be able to listen to Soldier issues and concerns and offer valid solutions or assist in Soldier care from the lowest level up. Must be available for soldier care at all times. Must be trustworthy, reliable, honest, approachable, and resilient. Performs other duties as assigned. Must hold Secret Security Clearance and be 11B MOSQ or become so within 12 months of date of hire. Selecting Supervisor: LTC Justin Foote, HQ 2/34 IBCT, E-mail: Justin.R.Foote.mil@army.mil, Phone: (515) 727-3937, Extension: 3937.

QUALIFICATION REQUIREMENT FOR ASSIGNMENT:

1. Must meet requirements as stated in the "Areas of Consideration".
2. Must meet medical standards IAW AR 40-501 and AR 600-9, as appropriate.
3. Must be qualified for continued service in the AGR Program IAW AR 135-18, NGR 600-5, AR 40-501 and be capable of performing the duties assigned and implied by grade, MOS, and position as prescribed above.
4. Periodic Health Assessment (PHA) or date of physical must be within 12 months of closing date of announcement.
5. Must be able to meet all military education and FTUS requirements in accordance with AR 135-18, NGR 600-5, and current policies/directives. Failure to do so will result in separation.
6. Must have a passing Height and Weight on record within 6 months of closing date.
7. Soldiers will participate in physical fitness training and take the Army Fitness Test semi-annually.
8. Must not have any unfavorable actions of any kind and not be flagged.
9. Must attend all Inactive Duty Training (IDT) and Annual Training (AT) periods and perform duties in assigned MOS.
10. A secret security clearance is required for this position. Failure to maintain the proper security clearance will result in termination of employment.
11. If not MOS or AOC qualified for position as stated above, applicant will be required to become qualified for position within one year of start date. Must not have a permanent profile that would prevent attendance at required MOS Training.
12. Promotion eligibility based on requirements of AR 600-8-19 for Enlisted, NGR 600-100 for Officers or NGR 600-101 for Warrant Officers.
13. Controlled Grade promotions are contingent on availability of Controlled Grades.

APPLICATION RECEIPT:

All applications must be received in the Human Resources Management Office by the closing date of the announcement. Applications received after 1530 on the closing date will not be considered. It is the responsibility of the applicant to ensure all documents are included, signed and received prior to the closing date and time.

Applications can be emailed to ng.ia.iaarnng.mbx.hro-agr@army.mil. This mailbox doesn't accept encrypted emails. Please remove PII from your application before submitting. When submitting an application, submit entire packet as one document. PDF Portfolios will not be accepted.

THE IOWA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER:

Eligible applicants will be considered without regard to race, sex, religion, national origin, political affiliation, marital status, age, or sex.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS:

This position vacancy announcement will be given the widest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

QUESTIONS ABOUT POSITION OR BOARD INFORMATION:

Contact Selecting Supervisor listed in the top right hand corner of page one.

QUESTIONS ABOUT POSTING:

515-252-4514 or 515-252-4751