

# IOWA ARMY AGR VACANCY ANNOUNCEMENT

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

**Announcement Number: 26-040AR**

**Closing Date: 05-Mar-26**

**POSITION DESCRIPTION:**

**POSN TITLE:** Readiness NCO

**MOS/AOC:** 11B **VICE:** Fredrickson

**Max:** E-7 **Min:** E-6 Promotable

**INTERVIEWING SUPERVISOR INFO:**

MAJ Christian Albrecht, 515-331-5550 x18205,  
christian.l.albrecht.mil@army.mil

**UNIT OF ASSIGNMENT:**

A Co 1-168 INF  
Carroll, IA

**MPCN #:** IA02243034

**PARA/Lin** 202/02

**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**

**TO BE COMPLETED BY LATERAL APPLICANTS ONLY**

I, \_\_\_\_\_, am requesting consideration for the above listed vacancy announcement in accordance with The Iowa Army National Guard Enlisted Hiring policy dated 1 April 2025. This position is subject to be boarded for any on board AGR lateral applicant(s). You must provide the following and initial each line:

- \_\_\_\_\_ 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.
- \_\_\_\_\_ 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. I have completed all requirements for my current position to include AFT, HT/WT, PHA, PEC, MOSQ and not pending any adverse actions.
- \_\_\_\_\_ 12. I understand it is my responsibility to ensure all documents are included, signed and received prior to 1530 on the closing date.

I have completed this application with the knowledge and understanding that any and all items contained within my Official Military Personnel File (OMPF) may be subject to investigation. I consent to the release of information provided to personnel specialists for the purpose of employment.

Applicant's signature

**TO BE COMPLETED BY APL FILL APPLICANTS ONLY**

I, \_\_\_\_\_, am requesting consideration as for the above listed vacancy announcement, in accordance with The Iowa Army National Guard Enlisted Hiring policy dated 1 April 2024, I know and understand the following (you must initial each line):

- \_\_\_\_\_ 1. This position will not be boarded for promotion. The first eligible applicant from the APL will be selected.

- \_\_\_\_\_ 2. My application does not guarantee selection.
- \_\_\_\_\_ 3. If selected, I may not decline the position.
- \_\_\_\_\_ 4. In order for promotion, I must meet the criteria set forth in AR 600-8-19.
- \_\_\_\_\_ 5. I am not within my 24 month stabilization period of my initial tour.
- \_\_\_\_\_ 6. I understand it is my responsibility to ensure all documents are included, signed and received prior to 1530 on the closing date.

I have completed this application with the knowledge and understanding that any and all items contained within my Official Military Personnel File (OMPF) may be subject to investigation. I consent to the release of information provided to personnel specialists for the purpose of employment.

Applicant's signature

**\*\* 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.

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**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 2 January 2002.

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**DESCRIPTION OF DUTIES:**

Serves as the Readiness NCO of an Infantry Rifle Company consisting of 132 Soldiers. MTOE position is a Rifle Platoon Sergeant. Duties consist of suspense management and ability to meet higher HQ tasking's. Meet personnel and strength objectives through UMR management, recruiting and retention, and medical tracking to ensure Soldier readiness. Payroll management of assigned Soldiers and duty order management through tracking mechanisms. Management of unit level budgets and accounts to include RMPs and unliquidated reports. Management of NCOERs, OERs, Unit level required schools, promotions, awards and individual Soldier personnel actions. Applicant must have the capacity to problem solve and work independently. Applicant has a clear understanding of Unit Training Management at the Infantry Rifle Company, Platoon, and Squad operations in order to plan, coordinate, and execute training to meet Commander's training objectives. Successful applicant will be proficient in Adobe Acrobat, Microsoft Office and Army automated systems to include: GIMS, RFMSS, IPPS-A, DPRO, EES, HRC, MUP, and iPERMS. Perform additional duties as assigned. Must hold Secret Clearance and be 11B MOSQ. Selecting Supervisor is MAJ Christian Albrecht at christian.l.albrecht.mil@army.mil or 515-331-5550 ext 18205.

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**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.

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**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.iaarng.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