

# IOWA ARMY AGR VACANCY ANNOUNCEMENT

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

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**Announcement Number: 26-092AR**

**Closing Date: 16-May-26**

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**POSITION DESCRIPTION:**

**POSN TITLE** Readiness NCO

**MOS/AOC:** 00F **VICE:** Bruxvoort

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

**INTERVIEWING SUPERVISOR INFO:**

MAJ Dexter Mehlhaf, (515) 331-5542 ext. 18001,  
dexter.w.mehlhaf.mil@army.mil

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**UNIT OF ASSIGNMENT:**

C TRP 1-113th CAV  
LeMars, IA 51031

**MPCN #:** IA02248053

**PARA/Lin** 304/02

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

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

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**AREA OF CONSIDERATION:**

Selection for this position will be conducted according to the following tiered priority structure: Tier 1: Lateral Applicants (board interview required), Tier 2: APL List Eligible (no board required), Tier 3: E6 Soldiers (currently ineligible for promotion) (board interview required).

Applicants 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 who do not meet eligibility criteria, unless a waiver is authorized by NGR 600-5 or AR 135-18, will not be considered and the packet 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. Service members with a temporary profile will not be considered unless currently on-board AGR. If the application packet does not contain the required documents, the packet will be returned without action. Applicants who do not meet the minimum requirements will not be considered and the application packet will be returned without action.

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**INITIAL**

TO BE COMPLETED BY E7 LATERAL APPLICANTS AND E6 APPLICANTS WHO ARE NOT CURRENTLY APL-ELIGIBLE OR ARE OTHERWISE INELIGIBLE FOR PROMOTION:

I, \_\_\_\_\_, am requesting consideration for the above listed vacancy announcement in accordance with The Iowa Army National Guard Enlisted Hiring policy dated 1 November 2025. This position is subject to be boarded for any on-board AGR lateral applicant(s) or any E6 applicant(s) who are not currently eligible for E7. You must provide the following and initial each line:

- \_\_\_\_\_ 1. Completed AGR Vacancy Announcement Checklist
- \_\_\_\_\_ 2. NGB 34-1, Application for Active Guard/Reserve (AGR)
- \_\_\_\_\_ 3. Submit last 5 NCOERs, if applicable
- \_\_\_\_\_ 4. Letters of recommendation (not required)
- \_\_\_\_\_ 5. DA 3349 and/or MMRB results, if applicable
- \_\_\_\_\_ 6. Copy of last DA 705 showing fitness test within 6 months
- \_\_\_\_\_ 7. Copy of last DA 5500/5501 if Body Composition (HT/WT) data/date 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 AGR promotion list (APL), 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 am 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 APPLICANTS:**

I, \_\_\_\_\_, am requesting consideration as for the above listed vacancy announcement, in accordance with The Iowa Army National Guard Enlisted Hiring policy dated 1 November 2025, I know and understand the following (you must initial each line):

- \_\_\_\_\_ 1. This position will not be boarded for promotion, unless 0 APL eligible applicants apply. 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. To be promoted, I must meet the criteria set forth in AR 600-8-19.
- \_\_\_\_\_ 5. I'm not within my 24-month stabilization period of my initial tour.
- \_\_\_\_\_ 6. I understand it is my responsibility to ensure all documents listed in item 7. below are included and received prior to 1530 on the closing date.
- \_\_\_\_\_ 7. Soldier Talent Profile and proof of Body Composition and AFT within 6 months
- \_\_\_\_\_ 8. 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:**

Position is MOS immaterial

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**DESCRIPTION OF DUTIES:**

Responsible for accomplishing the commander's plans and programs achieve the unit's mission and readiness objectives. Responsible for overall readiness of the organization including: administration (includes medical), logistics, training, and management of subordinate AGR Soldiers. Duties will include, but are not limited to: managing unit steady state operations, suspense management, and key control. Selected Soldier must be or become proficient in several automation systems to include but not limited to: ATIS, IPSS-A, Commander's Portal, LOD Module, MEDPROS, and iPERMS; monitors equipment readiness status and coordinates resources with headquarters staff to meet Commander's objectives. Performs additional duties as required. Applicant must be forward thinking and have the capacity to mitigate obstacles. A secret security clearance will be required for this position. Perform other duties as assigned. Applicant must be 11B or become 11B qualified within 12 months of hire date. Selecting supervisor is MAJ Dexter Mehlhaf at 515-331-5542 ext 18001 or dexter.w.mehlhaf.mil@army.mil.

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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