

# IOWA ARMY AGR VACANCY ANNOUNCEMENT

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

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**Announcement Number: 26-117AR**

**Closing Date: 10-Jun-26**

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**POSITION DESCRIPTION:**

**POSN TITLE** CMD PROP ACCT OFF

**MOS/AOC:** 920A **VICE:** DAVIS

**Max:** W-5 **Min:** W-4 Promotable **(Promotion contingent upon availability)**

**INTERVIEWING SUPERVISOR INFO:**

LTC Jared Gledhill, 515-331-5855,

jared.a.gledhill.mil@army.mil

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**UNIT OF ASSIGNMENT:**

G4 - JFHQ  
JOHNSTON, IA 50131

**MPCN #:** IA01221027

**PARA/Lin** 231C/01

**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:**

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**

- \_\_\_\_\_ 1. Completed AGR Vacancy Announcement Checklist
- \_\_\_\_\_ 2. NGB Form 34-1, Application for Active Guard/Reserve (AGR)
- \_\_\_\_\_ 3. Submit last 5 OERs, if applicable
- \_\_\_\_\_ 4. Letters of recommendation (not required)
- \_\_\_\_\_ 5. DA Form 3349 and/or MMRB results, if applicable
- \_\_\_\_\_ 6. Copy of last DA 705 showing fitness test within 6 months of closing date
- \_\_\_\_\_ 7. Copy of last DA 5500/5501 if Body Composition (HT/WT) data/date is not on DA 705 (must be within 6 months of closing date)
- \_\_\_\_\_ 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 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.

**\*\* 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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**DESCRIPTION OF DUTIES:**

Serves as the Property Accounting Technician and Logistical advisor to the Deputy Chief of Staff Logistics; Manages and ensures the Equipment Management section personnel coordinate with, advise, and assist the Property Book Officers, battalions, and its units when the need arises; Directs section personnel in maintaining supply policies and levels; Coordinate acquisition and priority distribution of new equipment fielding with the Force

Modernization Activity; Redistribute excess equipment throughout the command; Monitor PBO operations to ensure compliance with policy and/or contractual requirements; Interfaces with outside agencies on matters pertaining to logistics and acquisition of equipment; Develop and mentor supply and non-supply personnel on supply policies, processes, and procedures; Serves as a confidant, counselor, guide and advisor to the Quartermaster Warrant community.

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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.
  13. Controlled Grade promotions are contingent on availability of Controlled Grades.
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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.iaaarg.mbx.hro-agr@army.mil](mailto:ng.ia.iaaarg.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