



WASHINGTON ARMY NATIONAL GUARD

J1-Human Resources Office
Active Guard Reserve (AGR) Announcement
Job Announcement # **20-040**

OPEN TO CURRENT MEMBERS OF THE WASHINGTON ARMY NATIONAL GUARD OR APPLICANTS WHO ARE ELIGIBLE FOR IMMEDIATE ENLISTMENT/APPOINTMENT IN THE WASHINGTON ARMY NATIONAL GUARD.

OPENING DATE: 24 March 2020

CLOSING DATE: 22 April 2020

VACANCY ANNOUNCEMENT: NATIONWIDE

All applicants **MUST** be worldwide deployable.

GRADE REQUIREMENT: SSG: \$2,694 - \$4172 through SFC: \$4067 - \$5597 depending on years of service, plus allowances for rations, uniforms, and housing.

POSITION: MEPS Guidance Counselor (**79T**)

UNIT: Recruiting and Retention Battalion

DUTY LOCATION: Spokane, WA

SECURITY CLEARANCE: Secret

BRIEF DESCRIPTION OF DUTIES:

Process electronic MEPS projections received in Guidance Counselor Resource Center (GCRC) from RRNCOs; Scan documents from the Soldier's packet for storage in ERM; commit projections from MIRS to Applicant Processing List (APL); Provide liaison support between the ARNG and the local MEPS; Provide quality control checks utilizing GCRC on applicant accession packets submitted by the RRNCO; Provide RRB leadership with information and updates regarding changes to processing procedures, training seat availability and qualification standards and notify RRB of issues pertaining to qualification of applicants or recruits for adjudication at the RRB/MEPS Commander level; Re-sell an applicant when necessary and secure the enlistment by performing a sales presentation and overcoming any applicant indifferences, misunderstandings or objections that may arise; Maintain OSUT and Split Option Phase I shipper packets until ship date; Request orders from MEPS Operations Section, then review and issue orders to IADT Manager and appropriate company personnel; Manage and report all changes to ship dates to ARNG Soldiers; Confirm all IET ship transactions and IET reservations in Electronic Record Management (ERM) and REQUEST daily; Counsel disqualified applicants; Possess superior customer service/interpersonal and communication skills; Ensure that all information in the Electronic Personnel Security Questionnaire (EPSQ) is correct prior to submission; Verify that all ARNG applicants meet the eligibility requirements for enlistment in the ARNG and MOS chosen by verifying through various systems.

MINIMUM QUALIFICATIONS:

Open to all Soldiers enlisted in grade of rank **SSG** to **SFC** (AGR & Traditional). Applicants must hold the 79T MOS, Master Recruiter Badge and be SQL V7 Qualified.

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Promotion for this position will not exceed maximum rank of **SFC**.

Must pass Training Cadre Suitability Screening per Army Directive 2018-16. Be available to attend FIFIC/BSIC, RSP Cadre Course, and commit to position for **3 years** unless selected for promotion.

DESIRED QUALIFYING SCORES:

(a) A minimum score of 100 in aptitude area GT in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

CONDITIONS OF EMPLOYMENT:

1. Applicants must meet medical fitness standards established in AR 40-501, Chap 2, 3, 4, or 5 as applicable and must meet body composition standards prescribed in AR 600-9.
2. Applicants must have a current and passing Army Physical Fitness Test (APFT) and meet the Army body composition standards per AR 600-9 upon selection, for entry into the AGR Program.
3. Must be able to complete a 3-year initial tour of active duty before one of the following:
 - (a) Reaching the applicable date for Retention Control Points based on grade.
 - (b) Reaching the date of mandatory removal from an active status based on age or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives.
4. Applicants meeting any condition listed in Table 2-3, AR 135-18 will be determined ineligible to enter the AGR program.
5. Applicants are encouraged to refer to detailed qualifications in Chapter 2, AR 135-18.
6. Individual selected must have at a minimum an Interim Secret Clearance to enter into the AGR program. All Soldiers in an AGR status are required to maintain at least a SECRET security clearance regardless of the Soldier's primary military occupational specialty (PMOS). See NGWA-HRO, Security Clearance Policy dated 5 November 2013 for further guidance.
7. All applicants must possess a valid civilian motor vehicle operator's license and become licensed to operate military vehicles organic to the unit.

ADDITIONAL INFORMATION:

- Acceptance of an AGR position will terminate eligibility for all bonuses and student loan repayments effective on the date of entry into AGR status. This does not affect Montgomery GI bill eligibility.
- If applicable, promotion will not exceed maximum grade authorized for the position occupied.
- Individual selected will be ordered to/or continued on full-time military duty under the provisions of Title 32 USC 502(f) in Washington State. Subsequent tours are at the discretion of The Adjutant General.
- Individuals entering the AGR program are required to enroll in the Army Sure-Pay Program (direct deposit).
- Individual selected will be stabilized in the position for the first 18 months, each transfer after the initial 18 months will be 12 month tours. An exception to the 18 month and 12 month rule requires prior approval from TAG.
- Applicants must satisfy requirements outlined in Chapter 2, NGR 600-5, AR 135-18, NGR 600-200, NGR 601-1(ch 2-7), and DA Pam 611-21.

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APPLICATION PROCEDURE:

Please see VACANCY ANNOUNCEMENT CHECKLIST included with the announcement for required documents to submit with your application. All applications must be received at HRO-AGR, NLT **COB 1630** hrs PST on the closing date. **Early submission** is highly suggested.

E-mail applications: HRO-AGR Applications Distro List
ng.wa.waarnng.list.agr@mail.mil

Note: If you do not receive a confirmation of receipt within **2** business days of submission, please contact the HRO-AGR office at (253) 512-8396.

POSITION FILL:

Applications received are reviewed for eligibility. Complete and accurate data is essential to ensure fair evaluation of candidates. **Application packets missing documents and/or vital or current data will not be considered and will be determined UNQUALIFIED.** It is the applicant's responsibility to ensure the NGB 34-1 and all supporting documents are accurate and complete.

EQUAL OPPORTUNITY:

This position will be filled without regard to race, color, gender, religion, national origin, or political affiliation. This announcement will be posted on the website below:

Washington Military Department website at <https://mil.wa.gov/job-opportunities/federal-human-resources/agr-positions>

You can reach the HRO-AGR office at (253) 512-8396 or 8822.

FOR THE ADJUTANT GENERAL:

//S//
KRYSTIAN D. DERDA
MAJ, IN, USA
AGR Manager

DISTRIBUTION: A

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APPLICATION PACKET PREPARATION

HOW TO APPLY:

PORTFOLIO PDFs AND PDFs WITH ATTACHMENTS WILL NOT BE ACCEPTED.

All applicants must submit a **complete single PDF** application packet via email to HRO-AGR Services (ng.wa.waarng.list.agr@mail.mil) to be considered for an AGR position. Packets submitted with multiple attachments will be returned.

The documents listed on the checklist may be located on iPERMS, AKO, or through your Readiness NCO/Battalion S1. It is highly recommended that all applicants use these sources to assist with packet assembly. Follow the checklist for guidance in packet preparation.

- NGB Form 34-1 <http://www.ngbpdcc.ngb.army.mil/forms/Adobe/ngbf34-1.pdf> (Application for AGR Position) dated Nov 2013 **(must be signed and dated)**; **if applicable attach a sheet explaining any “yes” answers to section IV.**
- Make all entries legible and complete. **Job Announcement Number and Position Title are required for all applications. Please include contact information (i.e. phone numbers, complete address, and an e-mail address).**
- Submit copies of supporting documents that are **up to date.**
- Make sure copies are clearly legible throughout.
- Additional supporting documents (letters of recommendation, certificates, diplomas, etc) will be placed at the end of the packet.

The applicant is responsible for ensuring the application is complete and all required documents are correct, current, and included. If an incomplete packet leads to the inability to determine eligibility notification will be sent to the individual indicating the reason for disqualification. All application packets submitted become the property of the HRO-AGR Office and will not be returned.