

VERMONT ARMY NATIONAL GUARD ARMY AGR VACANCY

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| Announcement Number: | MVA-AR-22-63 *LATERAL |
| Position Title: | Senior Supply NCO |
| Date of Announcement: | 13 September 2022 |
| Closing Date: | 22 September 2022 |
| Duty Location & Unit: | HHT 1-172 nd CAV, 86 th IBCT (MTN), 18 Fairfield St, St. Albans, VT 05478 (WPXET0) |
| Grade, MOS & Para/lin: | SFC/E7 92Y4O 107/02 |
| Period of Tour: | Minimum of 3 years for voluntary reassignment. Tour is subject to VTARNG Stabilization Policy Memorandum |
| Selecting Official: | MAJ Sarah Palhete, 802-338-4137, sarah.m.palhete.mil@army.mil |
| Human Resources Office Point of Contact and Address: | SSG Nathan Brimmer, 802-338-3143, nathan.m.brimmer.mil@army.mil 789 Vermont National Guard Road Green Mountain Armory; Room 234 Colchester, Vermont 05446-3099 |
| Area of Consideration: | *Onboard AGR Soldiers within the VTARNG* Must currently hold the rank of SFC/E7 |
| PCS Authorized: | YES (As determined advantageous to the government IAW applicable regulations) |

Eligibility Requirements:

- To qualify for subsequent continuation in the AGR program, applicants must meet the eligibility requirements IAW NGR 600-5 and AR 135-18 Table 2-4. This includes a passing APFT and Height/Weight within 8 months of ad closing date.
- Applicants must have a current PHA and must not be MRC3 or MRC4.
- Applicants for this position must be World Wide Deployable.
- Official start date of this position will be determined by the needs of the organization.
- **Applicants who are flagged, or should be flagged, for any reason will not be considered for AGR tours.**

Duties and Responsibilities:

- The primary purpose of this position is to serve as the Senior Supply Sergeant, HQ 1-172 CAV, 86th IBCT (MTN)
- Advises the Commander and prepares staff estimates that ensure the logistics status and logistical support required is available for current and future operations.
- Monitors the Commander's Supply Command Discipline Program (CSDP) to ensure 1-172 CAV is in compliance with applicable logistics guidance and regulations. Ensures monthly unit status reports, DOL logistics scorecards, and commander's slides are current for organization and all supported units. Ensures all PBO and Regimental S4 mandatory documents are accurate and submitted by the organization and all supported units in the proper time allotted.
- Assists the Commander in planning, organizing, and directing of the logistical and supply service of subordinate units to include supply management, equipment management, food service, and transportation and supply administration. Reviews, analyzes, and interprets supply directives and procedural instructions received from higher headquarters and formulates or recommends operating procedures as necessary to render the best possible support to the command and supported units.
- Conducts inventories which require considerable knowledge of the equipment and its components. Ensures that required supplies such as rations, ammunition, and equipment are on hand to support the training mission of the unit. When designated, serves as ordering officer (USP&FO) and other Army procurement regulations. Posts, updates, and maintains in status unit property records such as hand receipt, document register, equipment checklists and hand receipts, annexes and clothing forms, etc. Prepares financial liability investigations, inventory adjustment reports and statements of charges for lost, damaged or destroyed property. Maintains unit Government Purchase Card (GPC) Account according to all applicable regulations
- Coordinates maintenance and repair of unit equipment. Takes necessary action such as submitting work requests to supporting maintenance facility to have maintenance and repair operations is ready and available when needed. Ensures that required preventive maintenance is scheduled and performed. Occasionally performs minor cleaning and adjusting of equipment. Assures that adequate repair parts and cleaning material is on hand to support unit maintenance operations
- Assists when required, in accomplishing such administrative tasks of the unit such as: Receives and distributes incoming mail, maintains the unit reference library by posting and filing new/changed material, ensures unit files are complete and

- current. Prepares a variety of reports/correspondence pertaining to unit status and operations such as unit readiness reports, strength reports, replies to inspection reports, material readiness reports, etc.
- Attends all unit training assemblies, additional training assemblies and AT periods. Provides assistance and guidance in the preparation for and execution of unit training and mobilization readiness related activities. Must be willing and able to attend all required schools, courses, and events that support unit activities. Provides full support and contributes to the unit's recruiting and retention activities
 - **PERFORMS OTHER DUTIES AS ASSIGNED.**

Other Requirements:

- Applicants must currently hold the rank/grade of SFC/E7.
- Applicant must currently hold MOS of 92Y.
- Must possess a valid state driver's license and must be able to operate military vehicles, equipment, and office machines within the unit of assignment.
- Must be SQI "E" qualified or become qualified within 12 months.

Instructions for Applying:

- Interested applicants will submit documents on the attached Title 32 AGR Application Checklist. Please do not submit applications in binders or stapled together.
- Applications without all required supporting documents will not be considered. Applications received after 1600 on the closing date will not be considered. Original packets will not be returned once they are received by the AGR Office.
- US Government postage and envelopes may not be used for submitting applications.
- Lateral positions may be decided by personal appearance boards or packet review at the discretion of the Selecting Official.
- **Emailed applications will be accepted. Email application as ONE PDF document to ng.vt.vtarng.list.hro-army-agr@army.mil**

Miscellaneous:

**Submit Applications (with attached checklist) to:
Human Resources Office
AGR Section, Room 234
789 Vermont National Guard Road
Colchester, VT 05446-3099**

Equal Employment Opportunity: The policy of the National Guard is to treat all applicants equally without regard to race, color, gender, religion, national origin, age, sex or sexual orientation or non-disqualifying handicap. The National Guard is committed to develop and implement a diversity program that is consistent with equal employment opportunity and with the "Human Goals" of the Department of Defense.

TITLE 32 AGR APPLICATION CHECKLIST

****INCOMPLETE APPLICATION MAY NOT BE ACCEPTED****

NAME (last, first): _____ Rank: _____ SSN: _____

Contact Phone #: _____ Email: _____

Mailing Address: _____

Current Status: ~~M-DAY~~ / ~~FTNGD-OS~~ / AGR / ~~TECH~~ / ~~AG~~ / ~~USAR~~ (CIRCLE ONE)

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS: (Initial each line)

1. _____ Letter of Interest.
2. _____ Individual Medical Readiness (IMR) Report from MEDPROS showing your last Physical Health Assessment (PHA) within 15 months. Report must show worldwide deploy ability and has no duty limitations. Submit copies of all current temporary and permanent profiles with IMR. (Do not send PHA)
3. _____ Current Certified Enlisted Record Brief (ERB).
4. _____ NGB 23B (RPAM Statement).
5. _____ **SUBMIT MOST RECENT DA 705/5500/5501 IN ACCORDANCE WITH ARMY DIRECTIVE 2022-06**
6. _____ Copy of last five NCOERS.
7. _____ Memorandum from full time chain of command endorsing your application.
8. _____ Memorandum of explanation for missing documentation (if applicable).