

VERMONT ARMY NATIONAL GUARD AGR VACANCY

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| Announcement Number: | MVA-AR-25-43 |
| Position Title: | Senior Supply NCO/ 92Y4 |
| Date of Announcement: | 02 July 2025 |
| Closing Date: | 02 August 2025 |
| Duty Location & Unit: | VTARNG 15 th CST (WMD) 141 Shamrock Road, South Burlington, Vermont 05403 |
| Grade, MOS & Para/line, Pos: | SFC / E7 92Y4 003/01 03170697 |
| Period of Tour: | Initial Tour is 3 years. Subsequent tours are subject to recommendation by the Senior Leadership pursuant to NGR 600-5. On-board VTARNG AGR Soldiers are subject to Vermont Army National Guard Policy (2024-01), Active Guard Reserve (AGR) Enlisted Stabilization. |
| Selecting Official: | LTC Scott E. Mathewson, 802-338-3543, scott.e.mathewson.mil@army.mil |
| Human Resources Office Point of Contact | SGT Alexis Nadeau, 802-338-3029, alexis.s.nadeau.mil@army.mil |
| Area of Consideration: | All current members of the VTARNG. Applicants must currently hold the rank of E-6(P) – E-7 and must possess the MOS of 92Y. |
| PCS Authorized: | Yes (As determined advantageous to the government IAW applicable regulations) |

Eligibility Requirements:

- Applicants must have a current PHA and must not be MRC3 or MRC4 or on a temporary profile with the exception of those applicants who are on a pregnancy/postpartum profile. **Applicants with a pregnancy/postpartum profile are eligible to apply but are still obligated to meet all training requirements within 12 months of assignment.**
- Given the physical requirements of working on a WMD-CST all personnel with a history of Physical Profile capacity of P-3 or higher IAW AR 40-501 will be screened out prior to consideration for WMD-CST assignments.
- **All applicants must be screened for height/weight three months prior to the submission of their packet and those not in compliance with AR 600-9, Army Directive 2023-11 (Army Body Fat Assessment for the Army Body Composition Program), and ALARACT 053/2024 (Notification of New Army Body Fat Assessment for the Army Body Compensation Program) or Army Directive 2023-08 (Army Body Fat Assessment Exemption for Army Combat Fitness Test Score) will not be considered. Soldiers with a valid pregnancy profile are exempt from this requirement.**
- Applicants for this position must be Worldwide Deployable with no limitations on duty.
- **Under the provisions of Army Directive 2025-06, Army Fitness Test and PPOM 22-023, Execution of Personnel Actions for the Army Combat Fitness Test, para 5h(2), individuals applying for AGR status will be required to have a passing ACFT within 6 months or take an AFT prior to their packet submission. Those who were not in compliance prior to 1 June 2025 are not eligible to apply unless they pass their AFT. Those who were in compliance prior to 1 June 2025 and fail their AFT are still considered in good standing through 31 December 2025.**
- Candidates who do not meet the minimum physical requirements or have medical/psychological conditions that would preclude service on the WMD-CST may not be considered for placement on the WMD-CST.
- Uphold the highest standards of conduct and personal appearance.
- The anticipated start date of this position is at 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 perform duties as the Senior Supply NCO at the 15th CST, with duty in South Burlington, Vermont. Area of special emphasis during operational and training missions acts as the DECON NCOIC specializes in the best decontamination practices.
- Oversees DECON operations: supervising the admin NCO and Training NCO, establishes a DECON corridor, maintains operations, and roll-up procedures.
- 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 JFHQ 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 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, 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.**

Opportunities:

- Will become HAZMAT Certified and gain experience transferable to civilian organizations such as OSHA, state hazmat, VSP, and EOD.
- Will have CONUS/OCONUS opportunities working with and establishing rapport with partner agencies such as Vermont State Police, State Hazmat, and Explosive Ordnance Disposal.
- Experience working high visibility joint events with other CST such as Boston Marathon and Kentucky Derby
- This is a specialized unit with unique mission sets staffed with all AGR personnel. Due to this, traditional IDT and AT assemblies are not required.

Preferred Experience:

- Have 24 months of rated time in a supervisory position documented by NCOERs.
- Diversity in assignments
- Knowledge of emergency response operations, hazardous materials incident response and the Incident Command System are highly desirable.
- Previous experience in CBRN CMF and/or knowledge of civilian agency decontamination TTPs.
- Knowledge, experience, or training in decontamination methods and hazardous materials containment.
- Experience as a logistics NCO at Company and/or Battalion levels.
- Experience with GSA Fleet Management and Fiscal Law.

Other Requirements:

- Must currently hold the rank of E6(P) - SFC/E7 and possess the 92Y40 MOS.
- Must become SQI "R" within 12 months of the tour start date with the 15th CST.
- Screening requirements include physical fitness and dexterity tasks while wearing a Level-A (fully encapsulated suit) and a Pulmonary Function Test (PFT) IAW DA PAM 40-8.
- The individual selected for this position will be required to complete the Civil Support Skills Course within 12 months of being assigned to the position.
- All applicants must have a working knowledge of the VT National Guard organization and mission.
- All applicants must pass a pre-placement exam and medical requirements outlined in CNGBM 3501.00 (reference ss or tt) and an OSHA screening prior to entry into this position.
- Knowledge of emergency response operations, hazardous materials incident response and the Incident Command System are highly desirable.
- This position requires working in Hazardous environments and confined spaces. Claustrophobic tendencies are a disqualifying condition.
- Position requires all team members to always carry a team-issued phone for immediate notification.
- Frequent travel is required.
- Must be able to be on call 24/7/365 days per year.
- All CST team members must reside within NGB/FEMA RMP timeline (1hr) of the Flight Facility in S. Burlington, VT.
- Applicants acknowledge that a "real-world" response means working in an affected area with radiological, chemical, or biological hazards.
- Uphold the highest standards of conduct and personal appearance.
- Must possess a valid state driver's license and must be able to operate military vehicles and equipment.
- Must have basic computer skills and a knowledge of Microsoft Office applications.
- Must possess a government issued Travel Card.

Instructions for Applying:

- Interested applicants will submit documents on the attached Title 32 AGR Application Checklist.
- Applications without all required supporting documents will not be considered. Applications received after the closing date will not be considered.
- **Only emailed applications will be accepted. Email application as a single PDF File to ng.vt.vtarng.list.hro-army-agr@army.mil**

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:** _____

Phone Number: _____ **Email:** _____

Mailing Address: _____

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS: (Initial each line as appropriate)

1. _____ NGB Form 34-1 dated Nov 2013 (20131111) (MUST be complete with signature). Current AGR Soldiers must provide LOI in lieu of the NGB Form 34-1. Hyperlink: <https://www.ngbpmc.ng.mil/Forms/NGB-Forms/>
2. _____ All DD 214s for all periods of active service. DD 214 copies must include bottom portion that identifies Separation Code. Include any DD 215s and DD 220s as applicable.
3. _____ NGB Form 23B, Army National Guard Retirement Points History Statement (If a member of the National Guard, otherwise submit DD Form 1506).
4. _____ Individual Medical Readiness (IMR) Report from MEDPROS reflecting last Physical Health Assessment (PHA) within 15 months. Report must show worldwide deploy ability and has no duty limitations. Also submit all copies of current temporary and permanent profiles with IMR. (Note: Do NOT submit copy of PHA with application)
5. _____ Current Certified Enlisted Record Brief (ERB).
6. _____ Individual Training Record (ITR) from Digital Training Management System (DTMS) or DA Form 705 showing latest ACFT/AFT and height/weight data. Height and weight must be done three months prior to submitting an application.
7. _____ Copy of last five NCOERS.
8. _____ Current AGR Soldiers applying need to include a memorandum from full time chain of command acknowledging your application.
9. _____ Memorandum of explanation for missing documentation (if applicable).
10. _____ Letters of recommendation. It is optional and highly recommended for applicants to submit any Letters of Recommendation for the position.