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MILITARY (AGR) VACANCY ANNOUNCEMENT

HUMAN RESOURCES OFFICE **KANSAS NATIONAL GUARD** **2800 SW TOPEKA BLVD** **TOPEKA, KS 66611-1287**	**Date:** 23 June 2016	**Announcement No:** 2016-060
OPEN TO: Current members of KSARNG	**Applications will be accepted until:** 1500 hrs. 6 JULY 2016	
POSITION TITLE, SERIES, AND GRADE: Human Resources NCO, 42A, E4-E5	**APPOINTMENT FACTORS**: See paragraphs below.	
LOCATION OF POSITION: HHC 1ST BN 108TH AV, TOPEKA, KS	**Minimum Grade** **SPECIALIST (E4)**	**Maximum Grade** **SERGEANT (E5)**

QUALIFICATIONS:

(1) AGR Soldiers must continue to meet medical standards of chapters 3, 4, or 5 of AR 40- 501 as applicable.
(2) Applicants must be 42A qualified.
(3) Any falsification of the eligibility requirements will result in immediate release from the AGR Program.
(4) This position requires a Secret Security Clearance.
(5) AGR applicants flagged in SIDPERS for security violation or pending any adverse actions will not be considered for transfer prior to lifting of the flag.
(6) Must possess a valid state driver's license and be qualified to operate a GSA vehicle.
(7) Individual must have a current, passing APFT and must meet height/weight standards prescribed in AR 600-9 **prior to the closing of this job announcement and upon selection.**
(8) Applicants must meet medical standards IAW AR 40-501, Chapter 3, prior to appointment.

- A Human Immune Deficiency Virus (HIV) test within 24 months;
- A PHA/AMC reviewed and validated through a personal interview by the State Surgeon or Health Care Provider Designee within last 12 months;
- Soldiers who's Physical Profile Serial (PULHES) contains a "3" or a "4" must have a completed Military Occupational Specialty (MOS) Medical Retention Board (MMRB) IAW AR 600-60. The MMRB must have awarded a recommendation that states that the Soldier will be "Retained in Current Primary MOS;"

(9) Non-AGR applicants must be able to serve at least 3 years in an AGR status prior to completing 18 years of Active Federal Service or mandatory removal from active status based on age or service (without any extensions) under any provision of law or regulation as prescribed by current directives.
(10) Non-AGR Personnel receiving or eligible to receive a Federal military retired or retainer pay are not eligible.
(11) Applicants who are over-grade must be willing to be administratively reduced prior to appointment.
(12) Applicants who voluntarily separate from the AGR program for one or more days are not eligible to reenter the ARNG program for one year from the date of separation.

Selecting Supervisor and POC for duty description: MAJ Joshua Urban at joshua.a.urban.mil@mail.mil or (785)861-3978.

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APPLICATION INSTRUCTIONS: All applications must be submitted via email to ng.ks.ksarng.list.hro-agr-applications@mail.mil

All Applicants must submit the following forms:

1. NGB Form 34-1**, 20131111 Version only**, Application for Active Guard/Reserve (AGR) Position, signed and dated.
2. Enlisted Record Brief (ERB)
3. Personnel Qualification Record (PQR).
4. A current copy of Retirement Point Accounting Management (RPAM) Statement.
5. MEDPROS Individual Medical Readiness Record displaying evidence of: PHA completed within 12 months and HIV testing with-in last 24 months. **MEDPROS IMR Record can be obtained by accessing your AKO / Self Service / My Medical readiness / View Detailed Information (under any of the medical readiness status on right side of the screen) / IMR record (second document under Forms on left side of the screen).**
6. All DD Form 214s
7. Current DA Form 705 (Include DA 3349 if precluded from standard 3 event test) within 8 months for current AGR members and 12 months for traditional members.
8. Certified Height/Weight or DA 5500 or 5501 within 8 months of the closing date (May 2013 version only) if exceeds Screening Table Weight
9. NCOER's - previous 5 DA 2166-7/8 (Non Commissioned Officer Evaluation Report).
10. Current valid driver's license.
11. If OCONUS, applicant must provide a valid DSN in the block for OFFICE PHONE
12. NOT REQUIRED (but recommended) an official military DA Photo.
13. NOT REQUIRED (bur recommended) documentation supporting applicant's qualifications (i.e. resume).

** Per ATAG Policy Letter #22, Reassignment of KSARNG Title 32 Active Guard/Reserve (AGR) Soldiers, dated 18 November 2014, Soldiers serving in their initial AGR tour will not be transferred or reassigned before completion of the first 18 months of his/her initial tour. Soldiers who have completed their initial 36 month AGR tour (career AGR status) and have been selected for a new assignment will not compete for lateral AGR positions or be transferred/reassigned from their new position prior to completion of the first 18 months of his/her new assignment. Instructors and Recruiters have a 36 month service obligation. See ATAG Policy Letter #22 for further guidance. **The Deputy Chief of Staff - Army is the approval authority for all exceptions to this policy.**

**If you need an ETP, your ETP request will need to be received by HRO prior to the job announcement closing date.

* Ensure that the following information is reflected on the NGB 34-1: Tour Announcement number and current telephone number where you can be reached for an interview. Carefully read and comply with instructions contained on this job announcement so that all required information is included. Sign and date the application.

** Please review your application for accuracy prior to submission to HRO. Any documentation missing requires a letter regarding the circumstances. **NOTHING WILL BE ADDED TO THE APPLICATION AFTER THE TIME PROVIDED ON THE CLOSING DATE.** Applications without all required documentation will be returned without consideration. Applications received after the closing date will be returned without consideration.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified applicants will receive consideration for this position without discrimination for any non-merit reason such as race, sex, religion, national origin, lawful, political or other affiliations, marital status, age or membership/non-membership in an employee organization.