

Announcement is made of the following Active Guard Reserve (AGR) Position in the Nevada Army National Guard 24-027

Announcement Number:	24-027
Date of announcement:	16 February 2024
Closing Date:	12 March 2024 (All applications must be received before 1600 on the closing date in the Human Resources Office, not postmarked by closing date.)
Start Date No Later Than:	1 May 2024
Position Description & #:	HHC, 422d ESB-E Training NCO
Duty Location:	Harry Reid Training Center (WCA), Reno, NV
Unit-UIC:	HHC, 422d ESB-E
Area of Consideration:	Zone 2 Unrestricted Statewide (NVARNG AGR & Traditional Soldiers)
Grade:	Enlisted – min. E-5/SGT, max E-6/SSG.
MOS:	25H, or eligible to achieve 25H within 12 months; must meet line scores before application deadline.
Salary:	Full military pay and allowances depending on rank and longevity
Initial Tour Length:	Three (3) years
Human Resources Point of Contact:	CW2 Savannah Ellis 775-887-7384 or by email at savannah.m.ellis.mil@army.mil
Unit Point of Contact:	CPT Michael Orton 775-971-6005 or michael.c.orton3.mil@army.mil
<p>*NOTE: Zone 1 Restricted Statewide (On-Board NVARNG Active Guard Reserve (AGR) Soldiers Only) Zone 2 Unrestricted Statewide (NVARNG AGR & Traditional Soldiers) Zone 3 Nationwide (NVARNG AGR/Traditional Soldiers & those eligible to become a member of the NVARNG)</p>	

HOW TO APPLY:**INTERESTED APPLICANTS MUST FORWARD THIS CHECKLIST WITH THE FOLLOWING DOCUMENTATION IN ORDER, NO BINDERS OR STAPLES PLEASE! (INITIAL EACH LINE)**

1. _____ NGB Form 34-1, dated 20131111, must be complete with signature (Available on NGB Forms) http://www.ngbpd.c.ngb.army.mil/forms/ngbf34_1.htm.
(Please copy and paste all links to browser to access required documents and forms)
2. _____ Current MEDPROS: Printout within 30 days of application <https://medpros.mods.army.mil/MEDPROSNew/secure/default.aspx> (select IMR record). Used for verification of PHA completion within 1 year from application date and verification of HIV testing within 2 years from application date. Selected applicant will have to fill out a DD FORM 2870, AUTHORIZATION FOR DISCLOSURE OF MEDICAL OR DENTAL INFORMATION before start date.
 - Medical documents which indicate a Permanent Profile higher than a “1” in any of the PULHES fields of the physical (if applicable). Medical documents for any Temporary Profiles.
3. _____ Memorandum through unit Commander/AO stating Soldier is not flagged, has any Adverse Actions Pending and in compliance with height in weight requirements.
4. _____ Last five NCOERs, Performance counseling acceptable if Soldier has no NCOERs. Submit a memo to the President of the Board, explaining reason(s) for any missing or not requiring of NCOERs.
5. _____ Validated Selection Record Brief (without DA photo)
6. _____ Copy of DA Form 705 (APFT/ACFT) for past three years.
 - Must have successfully completed and passed most recent APFT within FY 2023/2024. Ensure DA Form 705 states, “FOR RECORD GO”. Submit memo to President of the Board explaining why you do not have three years of APFT records (if applicable).
7. _____ Retirement Points History Statement (RPAS).
8. _____ PIR from IPPSA (formally known as a PQR).
9. _____ Current security clearance, memo from security manager- must have NACLIC before the board date, Secret or be eligible to obtain Secret.
10. _____ DD 1966-1 qualifying Armed Services Vocational Aptitude Battery/Armed Forces Classification Test (ASVAB/AFCT) scores. Needed to verify ASVAB/AFCT scores.
11. _____ Any supporting documentation to reflect experience, training for the advertised position to include letters of recommendation or civilian degrees.

12. _____ All DD Form 214(s), DD Form 215(s), DD Form 220(s) and NGB Form 22(s) covering any active-duty period. (DD 214 copy must include bottom portion that identifies Separation Code).
13. _____ Copy of documentation showing military education completed for: MOS and OES (Office Educations System) (i.e., 1059's).
14. _____ Submission of application **one sided** documents only.
15. _____ **Applicants email address:** _____ you will be contacted by email or phone for interviews.

Applications without all required supporting documents will be returned without consideration.
Applications received after 1600 on the closing date will be returned without consideration.

US Government postage and envelopes may not be used for submitting applications. Qualified applicants will be contacted for interviews. The Board President or Human Resource Office will contact all applicants to notify them of recommendation or non-recommendation either by phone or by memorandum. If there are three or less applicants a formal board may not be held.

Submit applications to:

Primary:

Email to: ng.nv.nvarng.mbx.hro-agr-staff@army.mil

Secondary:

**Nevada Military Department,
ATTN: HRO AGR Branch NGNV-FTA-R
2460 Fairview Drive, Carson City Nevada 89701-5502**

Reminder: Please copy and paste all links to browser to access required documents and forms.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Oversee daily training and operations, aligning with commander's plans and programs.
- Develop and manage training schedules, calendars, and briefings.
- Maintain and update training support materials, advising on military education requirements.
- Coordinate scheduling training sites and facilities.
- Manage DAMPS, DTS, DTMS, MARRS-N, ATRRS/AFAM, TAMIS, and other training systems.
- Support administrative functions related to personnel readiness, medical readiness, and Secondary MUPS management.
- Implement training plans, guidelines, procedures, and assessments.
- Organize and conduct unit training meetings, workshops, and plan unit mobilization strategies.
- Manage training resources, including forecasting ammo requirements, coordinating school seats, and securing training sites.
- Coordinate, schedule, and monitor use of training facilities.
- Manages ACFT, height & weight, and weapons qualification for the unit.

MOS SPECIFIC AND ADDITIONAL QUALIFICATION REQUIREMENTS:

- Must be able to obtain training and access to all systems/ programs necessary for Training NCOs to perform their duties.
- Must have a Secret or higher-level security clearance before the close of the application deadline.
- Physical profile of 212221.
- A minimum score of 102 in aptitude area ST and 100 in aptitude area EL on the Services Vocational Aptitude Battery (ASVAB) test.
- Strong leadership, organizational, and communication skills.
- Proficiency in DAMPS, DTS, DTMS, MARRS-N, ATRRS/AFAM, TAMIS, and YTB/ATMS process.
- Ability to manage multiple tasks and personnel effectively.
- Familiarity with military training doctrines and procedures.
- Capability to maintain positive relationships with local officials and community members.
- Analyzes statistical data and reports to ascertain trends, conformance to standards and directives, and efficiency of operations.

MINIMUM ELIGIBILITY CRITERIA:

Individuals who have been involuntarily separated from the AGR program or Full Time National Guard Duty are not eligible to reenter the program. Must meet medical standards prescribed by AR 40-501 chapter 3. You will be required to complete a physical exam if you do not have a current one within the last two years. Must not be under a recent suspension of favorable personnel actions. Applicants must not be entitled to federal military retirement, retainer pay, or Federal civil service annuities and not be eligible for immediate Federal civil service annuities. Applicants who are over grade may apply but must indicate in writing a willingness to be administratively reduced in grade when assigned to the position. Members must remain in the role initially appointed for a minimum of 18 months. The initial tour length is three years. Failure to become MOSQ within the specified period is grounds for mandatory involuntary separation from the AGR program. Applicants must meet the physical demands rating and qualifications for the award of MOS in accordance with AR 611-21 and NGR 600-200. Must meet Army Physical Fitness and height and weight standards as prescribed by AR 350-1 and AR 600-9. Must have sufficient time remaining (ETS) (MRD) to permit completion of tour of duty. The following term (s) will be based on the authorized force structure. PCS funds have been authorized if in the best interest of the government.

THE NEVADA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation.