

# IOWA ARMY AGR VACANCY ANNOUNCEMENT

IOWA NATIONAL GUARD  
NGIA-HRO-AGR  
7105 NW 70TH AVENUE  
JOHNSTON, IOWA 50131-1824

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**Announcement Number: 24-276AR**

**Closing Date: 23-Dec-24**

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**POSITION DESCRIPTION:**

**POSN TITLE** MAINTENANCE/MAINTAIN-UNIT SUPPLY

**MOS/AOC:** 92Y **VICE:** MARTENSEN

**Max:** E-6 **Min:** E-6

**SELECTING SUPERVISOR INFO:**

MAJ Virginia Petersen, (515) 727-3125,  
virginia.m.petersen.mil@army.mil

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**UNIT OF ASSIGNMENT:**

DET 1 2168 TRANS CO  
WEST DES MOINES, IA 50265

**MPCN #:** IA02745002

**PARA/Lin** 103/03

**Permanent Change of Station (PCS)  
may be authorized if in the best  
interest of the government.**

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**Who May Apply:** Current (Title 32) AGR IAARNG members.

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**AREA OF CONSIDERATION:**

Must meet position grade requirements above. If not MOS/AOC qualified, selectee must become qualified in advertised MOS/AOC within one year of hire. Applicants not meeting eligibility criteria, unless a waiver is authorized by NGR 600-5 or AR 135-18, will not be considered and will be returned to the applicant without action. Soldiers must meet the qualifications for entry and subsequent service eligibility requirements of AR 135-18, Table 2-1. Soldiers must meet the minimum ASVAB and PULHES requirements per DA PAM 611-21, applicants not meeting minimum requirements will be returned without action.

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**INITIAL**

**\*\*\*\*\*Checklist must accompany all applications\*\*\*\*\***

- \_\_\_\_\_ 1. NGB Form 34-1, Application for Active Guard/Reserve (AGR).
- \_\_\_\_\_ 2. Certified copy of Soldiers Record Brief.
- \_\_\_\_\_ 3. Last five NCOERs/OERs. Submit a memo explaining reason(s) for any missing NCOERs/OERs. Letter of Recommendation from the Unit Commander for E5s/O2s and below without an NCOER/OER is required.
- \_\_\_\_\_ 4. Most current MEDPROS, Individual Medical Readiness (IMR) report (PHA must be dated within the last 12 months).
- \_\_\_\_\_ 5. If applicable, DA Form 3349 and/or MMRB results.
- \_\_\_\_\_ 6. Copy of APFT/ACFT History Report from DTMS. Must have record ACFT within 6 months.
- \_\_\_\_\_ 7. Copy of Weight Control History Report from DTMS.
- \_\_\_\_\_ 8. Certified Statement of Good Standing from the Command that you are not under any flagging action. Must be within 30 days of closing date. (Template on SharePoint under SOP Chapter 15)
- \_\_\_\_\_ 9. Copy of individual Soldier Talent Profile. Must be within 30 days of closing date.
- \_\_\_\_\_ 10. Current Promotion List showing applicants name.
- \_\_\_\_\_ 11. DA Form 1059 from most recent NCOES.
- \_\_\_\_\_ 12. Copy of waiver request if required per AR 135-18, Table 2-4 and/or NGR 600-5.
- \_\_\_\_\_ 13. I understand it is my responsibility to ensure all documents are included, signed and received prior to 1530 on the closing date.

**\*\* Submit entire packet as one document. PDF Portfolios will not be accepted. \*\***

**CAUTION:**

If your application packet does not provide all the information requested on the checklist above, you will not be considered for the position. ONLY complete applications will be considered. Applicants are responsible for maintaining a copy of their application.

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**MOS REQUIREMENTS:**

- 1. A physical demands rating of Moderate (Gold).
- 2. A physical profile of 222222.
- 3. Qualifying scores.
  - a. A minimum score of 95 in aptitude area CL in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
  - b. A minimum score of 92 in aptitude area CL on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.

- c. A minimum score of 90 in aptitude area CL on ASVAB tests administered on and after 1 July 2004.
  - d. A minimum OPAT score of Standing Long Jump (LJ) – 0120 cm, Seated Power Throw (PT) – 0350 cm, Strength Deadlift (SD) – 0120 lbs., and Interval Aerobic Run (IR) – 0036 shuttles in Physical Demand Category in “Moderate” (Gold).
4. Mandatory formal training.
  5. No documented instances in the last 5 years of conduct which reflects adversely on the character, honesty, or integrity of the Soldier to include:
    - a. No conviction by court martial or by any Federal or state court.
    - b. No juvenile adjudication by state court.
    - c. No punishment under Article 15, Uniform Code of Military Justice (UCMJ) caused by incidents that reflect adversely on the Soldiers integrity and lack of trust.
    - d. No letter of reprimand, censure, or admonition under the provisions of AR 600-37, chapter 3.
    - e. Voluntary confession after proper rights warning according to Article 31(b), UCMJ, or under applicable Federal or state law. Note: Disqualification under this paragraph is waivable by a military review board.
  6. No other record of disciplinary action under UCMJ or pattern of behavior which indicates a lack of integrity or which is inconsistent with the 92Y position of trust.
  7. No conviction or other adverse disposition for criminal offenses listed as a misdemeanor or felony as outlined in AR 601-210, chapter 4. This criteria is not waivable.

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### **DESCRIPTION OF DUTIES:**

Position Description: Supervises and performs duties involving request, receipt, storage, issue, accountability, and preservation of individual, organizational, installation, and expendable supplies and equipment. Maintains automated supply system for accounting of supplies and equipment; issues and receives small arms; secures and controls weapons and ammunition in secure areas; schedules and performs preventative and organizational maintenance. Maintains property under standard property book systems. Applicant must be forward thinking, able to mitigate obstacles, and operate autonomously. Conducts other duties as assigned. Applicant must be 92Y or become 92Y qualified within 12 Months of hire date.

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### **QUALIFICATION REQUIREMENT FOR ASSIGNMENT:**

1. Must meet requirements as stated in the “Areas of Consideration”.
2. Must meet medical standards IAW AR 40-501 and AR 600-9, as appropriate.
3. Must be qualified for continued service in the AGR Program IAW AR 135-18, NGR 600-5, AR 40-501 and be capable of performing the duties assigned and implied by grade, MOS, and position as prescribed above.
4. Periodic Health Assessment (PHA) or date of physical must be within 12 months of closing date of announcement.
5. Must be able to meet all military education and FTUS requirements in accordance with AR 135-18, NGR 600-5, and current policies/directives. Failure to do so will result in separation.
6. Current on-board AGRs must have a passing ACFT and Height and Weight on record within 6 months of closing date.
7. Soldiers will participate in physical fitness training and take the Army Physical Fitness Test semi-annually.
8. Must not have any unfavorable actions of any kind and not be flagged.
9. Must attend all Inactive Duty Training (IDT) and Annual Training (AT) periods and perform duties in assigned MOS.
10. A secret security clearance is required for this position. Failure to maintain the proper security clearance will result in termination of employment.
11. If not MOS or AOC qualified for position as stated above, applicant will be required to become qualified for position within one year of start date. Must not have a permanent profile that would prevent attendance at required MOS Training.
12. Promotion eligibility based on requirements of AR 600-8-19 for Enlisted, NGR 600-100 for Officers or NGR 600-101 for Warrant Officers.

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### **APPLICATION RECEIPT:**

All applications must be received in the Human Resources Management Office by the closing date of the announcement to include mailed applications. Applications received after 1530 on the closing date will not be considered. It is the responsibility of the applicant to ensure all documents are included, signed and received prior to the closing date and time.

Applications packets must arrive at The Iowa National Guard, ATTN: NGIA-HRO-AGR, JFHQ-RM 215, 7105 NW 70TH Avenue, Johnston, Iowa 50131-1824. Mailing of application packets using military postage is prohibited. Applications can be emailed to [ng.ia.iaarng.mbx.hro-agr@army.mil](mailto:ng.ia.iaarng.mbx.hro-agr@army.mil). This mailbox doesn't accept encrypted emails. Please remove PII from your application before submitting. When submitting an application electronically, submit entire packet as one document. PDF Portfolios will not be accepted.

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### **THE IOWA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER:**

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

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### **INSTRUCTIONS TO COMMANDERS/SUPERVISORS:**

This position vacancy announcement will be given the widest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

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### **QUESTIONS ABOUT POSITION OR BOARD INFORMATION:**

Contact Selecting Supervisor listed in the top right hand corner of page one.

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### **QUESTIONS ABOUT POSTING:**

515-252-4514 or 515-252-4751