WISCONSIN ARMY NATIONAL GUARD
ARMY ACTIVE GUARD RESERVE (AGR) VACANCY ANNOUNCEMENT

JFHQ-WI, J1 STAFFING – AGR
2400 WRIGHT ST RM 228
MADISON, WI 53704-2572

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VACANCY ANNOUNCEMENT NUMBER: 19-101ARNG
OPEN DATE: 21 May 2019   CLOSING DATE: 04 June 2019

POSITION TITLE: Supply NCO   MOS: 88M20   POSITION GRADE: E5

GRADES AUTHORIZED TO APPLY: E4-E7  *If a higher grade than E5 applicants must be aware that you will have to take a reduction to E5*

DUTY LOCATION: 1158th, Transportation Co, Beloit, WI

AREAS OF CONSIDERATION: Any current member of the WIARNG or Regular Army/USAR/National Guard Soldier eligible for enlistment in the Wisconsin Army National Guard

DUTIES AND RESPONSIBILITIES:
Performs supervisory and management duties for company supply section personnel, ensuring proper guidance and training. Responsible for ensuring the company is logistically ready for mobilization. Monitors the Command Supply Discipline Program of the company to ensure it is fully implemented. Monitors unit sensitive items, change of command, annual, and other inventories to ensure they are conducted to standard. Maintains the unit property book and possesses knowledge of PBUS-E. Possesses knowledge of GFEBS, LOGSA-LIW, IMAP, AFMIS, CIF-ISM and SAMS-E procedures, and all physical security requirements to secure equipment in an armory. Receives, inspects, and inventories organizational supplies and equipment as required, and transports equipment to other locations as needed. Secures and controls all sensitive items to include proper security of weapons and ammunition. Maintains individual clothing and OCIE inventories and records for the unit. Prepares and submits PBUS-E computer input data and reports. Reads, interprets, and reconciles PBUS-E generated reports. Normal duty requires occasional evening meetings with unit leaders. *Must hold or be able to obtain a Secret Clearance in order to prepare NETUSRs.

The following qualifications are mandatory for entry into this MOS per DA PAM 611-21:

b. Physical demands rating and qualifications for initial award of MOS.
Motor transport operators must possess the following qualifications:
   (1) A physical demands rating of very heavy.
   (2) A physical profile of 222222.
   (3) Color discrimination of red/green.
   (4) Qualifying scores.
      (a) A minimum score of 90 in aptitude area OF in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
      (b) A minimum score of 85 in aptitude area OF on ASVAB tests administered on and after 2 January 2002.
   (5) Must have a valid State motor vehicle license (not due to expire prior to completion of AIT).
   (6) MOS qualification may be attained by meeting the Army Civilian Acquired Skills Program (ACASP) criteria per paragraph 9-5b (5)(b) of this pamphlet and qualifications (a), (b), and (c) below:
      (a) Have 2 years of experience as driver of vehicles rated at 5 tons and higher.
      (b) Have a valid State motor vehicle license.
      (c) Must successfully complete a 4 week follow-on transportation training course after basic training.
c. Additional skill identifiers. (Note: Refer to Table 12-8 (Listing of universal ASI’s associated with all enlisted MOS)).

(1) F7—Pathfinder.
(2) 3C—Operational Contract Support (OSC) (SSG thru SGM).
(3) M9—Master Driver Trainer (MDT) (SSG-SFC).

d. Physical requirements and standards of grade. Physical requirements and SG relating to each skill level are listed in the following tables:

(1) Table 10-88M-1. Physical requirements
(2) Table 10-88M-2. Standards of grade TOE/MTOE
(3) Table 10-88M-3. Standards of grade TDA

If a new OPAT is required, one must be passed prior to in-processing AGR or transferring into the position.

If currently within 18 months of a WIARNG initial AGR tour, an exception to policy regarding stabilization must be approved by the Chief of Staff.

Enlisted Soldiers who will reach their Retention Control Points (RCP) within the initial three year tour will be disqualified. Refer to NGR 600-5, 21 September 2015, Table 5-1.

HOW TO APPLY

All applicants must submit a complete application packet to J1 to be considered for an AGR position.

☐ Cover letter that includes: name, rank, Job Announcement Number, Position Title, duty status (traditional, technician, AGR, etc.) for which you are applying, and contact information (i.e. Phone numbers and an e-mail address). Required for all applications.

☐ If you are unable to obtain or must substitute required documents, a detailed statement must be provided in the Application Cover letter to justify their absence. Failure to include justification in cover letter will result in disqualification of application.

☐ NGB Form 34-1 (Application for AGR Position) dated 11 November 2013 (must be provided even if already AGR; must be signed and dated)


☐ Last three NCOERs for all E-5 and above; Can be obtained from your Readiness NCO, Battalion S1, or iPerms. For new E5s and below recommend letters of recommendation.

☐ Current Enlisted Record Brief (ERB). Can be obtained from your Readiness NCO or Battalion S1.

☐ One of the following if you do not possess the advertised MOS: MEPCOM 680, MEPCOM 714, DD1966, TRNSCPTS, OR PRIOR SERV RCRDS (REDD Report) for ASVAB Scores. Include copy of Armed Forces Classification (AFC) Results Memorandum if most current and accurate ASVAB scores are not reflected on requested documentation. This is to verify ASVAB scores. Please ensure the document you are attaching has your ASVAB scores on it.

☐ Current (within 6 months) height and weight verification

☐ Current (within 6 months) copy of DA Form 705 (Army Physical Fitness Test Scorecard)

☐ Individual Medical Readiness (IMR) Report from MEDPROS. It is important that you print the report, not the webpage screen that the IMR is found on. Log into AKO and click on Self Service, then click on My Medical, Then Click on the MEDPROS Icon on the right side of screen

1. E-mail SCANNED application to: ng.wi.wiarng.mbx.j1-internet-feedback@mail.mil An email will be sent to confirm receipt of application. Emails verifying receipt are not automatic. Feel free to call
Comm (608) 242-3720 DSN 724-3720 to verify receipt of your packet. Scan file in as 1 PDF. Contact your unit to assist if needed.

2. Applications can also be mailed at applicant’s own expense (next day mail suggested) to: Joint Force Headquarters Wisconsin, ATTN: WIJS-J1-AGR (AGR Army Staffing), 2400 Wright Street, Madison, WI 53704-2572. Do not submit application packets in three-ring binders, 2 sided, on card stock, or staple pages together. Must be received prior to closing date or it will be disqualified (do not mail out the last day job announcement is open!) Individuals may call 608-242-3720 before job-closing date to ensure the application was received.

3. J1 will not review the application for completion or accuracy before the closing date. The applicant is responsible to ensure that application is complete and all required documents are correct and included. If the application is incomplete, a letter will be sent to the individual indicating the reason for disqualification. All applications submitted become the property of the Human Resources Office and will not be returned.

4. Interested soldiers must inform their chain of command.

5. If selected and soldier does not possess MOS, retraining must be accomplished within 12 months of appointment.

6. Questions regarding this announcement may be referred to AGR Army Staffing, Comm (608) 242-3720 DSN 724-3720 or e-mail ng.wi.wiarng.mbx.j1-internet-feedback@mail.mil