

MASSACHUSETTS NATIONAL GUARD  
FULL-TIME MILITARY TOUR (AGR)  
VACANCY ANNOUNCEMENT

HUMAN RESOURCES OFFICE  
2 RANDOLPH ROAD  
HANSCOM AFB, MA 01731-3001

AGR Branch will accept applications until **30 March 2024**

On behalf of The Adjutant General and under the provisions of 10 USC 681, Title 32 Section 502, HRO is accepting applications for the following Active Guard Reserve (AGR) position from qualified Massachusetts Army National Guard (MAARNG) Service Members. Current MAARNG AGR Service Members are encouraged to apply.

The hiring of this position is contingent upon the availability of AGR resources and funding in the NGB FY24 authorizations voucher.

<b>Position:</b> Operations OIC	<b>Unit / Location:</b> 164 <sup>th</sup> Trans BN, Springfield, MA 01109
<b>Min Grade:</b> O2 <b>Max Grade:</b> O3	<b>MOS:</b> 88A, 90A, 91A, 92A
<b>Unit POC:</b> MAJ Stephen Fiola, 339-202-5503, <a href="mailto:stephen.d.fiola.mil@army.mil">stephen.d.fiola.mil@army.mil</a>	<b>AGR Branch POC:</b> Staffing NCO, 339-202-3112 <a href="mailto:ng.ma.maarng.mbx.agr-jobs@army.mil">ng.ma.maarng.mbx.agr-jobs@army.mil</a>
<b>Salary:</b> Full time military pay & allowances	<a href="http://www.massnationalguard.org/available-positions.html">http://www.massnationalguard.org/available-positions.html</a>

## 1. QUALIFICATIONS:

a. Selected applicant will be militarily assigned to the unit and placed in the required duty position; applicant must have a valid Army MOS in order to qualify to apply for an AGR position. Selected applicant must become MOSQ within 12 months or be released from the AGR program.

b. Accessions into the AGR Program require the following Medical Fitness Standards:

(1) Applicant must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR Program. PHA's (IAW AR 40-501, Chapter 10) for entry in the AGR Program may be conducted at an active military treatment facility, an ARNG medical unit, US Army Reserve medical unit, or a civilian medical facility.

(2) Applicants with a temporary physical profile may not apply until medically cleared.

(3) Applicant must have a Human Immune Deficiency Virus (HIV) test within the last 24 months prior to initial entry into the AGR program IAW AR 600-110.

(4) Applicant must meet the body composition standards prescribed in AR 600-9.

(5) Applicants who have a Physical Profile Serial (PULHES) that contains a "3" or a "4" must meet the requirements of AR 635-40 prior to entry in the AGR Program.

(6) Applicants having a favorable appointment physical examination (IAW AR 40-501, Chapter 2) or flight physical examination (IAW AR 40-501, Chapter 4) conducted within 12 months prior to initial entry into the AGR Program are not required to complete an additional PHA for entry in the AGR Program.

(7) Pregnant female applicants are eligible to apply for AGR tours effective 03 February 2006 per NGB-ARH-S Policy Memo #06-014.

c. AGR personnel may not be eligible for or be receiving an immediate Federal Retirement Annuity (military or civilian).

d. Individuals entering into their initial AGR Tour must be able to serve at least (3) years in an active military status IAW AR 135-18, chapter 2, prior to completing 18 years of Active Federal Service (AFS).

e. Military technicians may not convert in-place to AGR status.

f. Any falsification of the eligibility requirements will result in immediate release from the AGR program.

g. Before applying for any AGR position, please talk to your state's Incentive Manager in regard to Incentives Termination/Recoupment Rules.

h. Applicants cannot apply if currently under a Suspension of Favorable Personnel Actions (FLAGGED).

i. NACLC/Tier 3 Investigation (Soldiers with a current revoked, denied, no determination made, or suspended security clearance, who failed to attain or maintain favorable NACLC tier 3 investigation or higher, are not eligible to apply for AGR positions).

j. In accordance with DoD Government Travel Charge Card Regulations dated March 2022, all DoD personnel are required to have an individual government travel card.

k. IAW NGR 600-5, completion of mandatory training at Professional Education Center (PEC) is a condition of employment.

l. Applicants will be required to have a passing record ACFT within six months of packet submission.

**2. APPLICATION PROCEDURES:** Allow ample time to complete and compile your packet.

Forms are available at the MANG Careers page: <http://www.massnationalguard.org/available-positions.html>. All applicants will submit the following documents:

- a. This announcement (with Applicant Contact Information filled in below).
- b. NGB Form 34-1, dated 20131111 (Application for Active Guard/Reserve AGR position). Attach additional sheets of information, if necessary.
- c. Individual Training Record (ITR) from DTMS reflecting a passing record ACFT and height/weight history with gender data redacted. Must be current within the last 6 months from the date bulletin closes.
- d. Memorandum from Commander, AO, or Director that states:
  - (1) applicant meets the height / weight standards.
  - (2) is not flagged and is within good standing.
  - (3) is not on DMD/ODD or scheduled to deploy within the next six months.
  - (4) deployable to all austere environments.
- e. All previous DD Form 214s and NGB Form 22s.
- f. Last five evaluation reports (if applicable).
- g. Soldier Record Brief (SRB) – Selection Board Version dated within the last 12 months. Enlisted only must show ASVAB scores.
- h. Medical Protection System Individual Medical Readiness (IMR) dated within last 12 months with gender data redacted.
- i. NGB 23B (RPAM Statement).
- j. Completed Pre-employment Reference Check Form.
- k. Current MA AGR Soldiers will submit full-time Commander or AO memo stating concur/non-concur with request for reassignment.
- l. Completed 2023 CORI request form with front/back color copy of driver's license.
- m. Letters of Recommendation are permissible, but not required.

**APPLICANT CONTACT INFORMATION**

NAME: \_\_\_\_\_ PMOS: \_\_\_\_\_ SMOS: \_\_\_\_\_

HOR: \_\_\_\_\_

PRIMARY PHONE: \_\_\_\_\_ MILITARY EMAIL: \_\_\_\_\_

**NOTE:** Any missing documentation requires a letter of explanation in the application packet. Incomplete applications will not be considered.

Submit packets as one PDF file (Portfolio format not accepted) to: [ng.ma.maarnq.mbx.agr-jobs@army.mil](mailto:ng.ma.maarnq.mbx.agr-jobs@army.mil). Use Subject Line as follows: Announcement Number, Title of Position, and Applicant's Name.

**It is the Applicants responsibility to submit their completed application to AGR Branch.**

**3. ADDITIONAL REQUIREMENTS: (if any)**

- a. Branch qualifications to 90A. Officers must possess an area of concentration (AOC) from the Ordnance, Quartermaster, or Transportation branches prior to induction into the Logistics branch.
- b. Must complete Combined Logistics Captain Career Course (LOG C3)
- c. Duty position specific qualifications: NONE

**4. DUTIES AND RESPONSIBILITIES:**

a. Serves as the full-time assistant principal advisor to the commander and S2/3 on the readiness, training, personnel, and mobilization requirements for the HHD, 164<sup>th</sup> Transportation Battalion. Responsible for implementing the tenets of unit training management for the battalion. Develops and maintains the battalion's training common operating picture which is comprised of the short-range and long-range planning calendars and ensures both are nested within the parameters set forth in the Command Training Guidance. Is chiefly responsible for using the operational approach towards training management to achieve the commander's desired end state.

b. Advises the Commander on training, logistics, personnel, and unit mobilization readiness requirements. This position requires knowledge of the Digital Training Management System (DTMS), Army Training Requirements, and Resources System (ATRRS). Applicant must have an understanding of computer operations, systems, and proficiency with Microsoft Office 365.

c. Responsible for reviewing, revising, and submitting the Commander's USR in accordance with AR 220-1 and higher HQs guidance. Tracks all training metrics for the battalion at regular intervals and develops battalion training briefs as needed. Develops mobilization plans for the battalion for both domestic emergencies and contingency operations in support of a combatant commander(s). Stays up-to-date on current doctrine pertaining to logistics operations and training management.

d. Develops all battalion-level mission orders for training and operations. Works with the MSC training officer and other agencies for submitting and tracking numerous training support requests for Inactive Duty Training (IDT) and Annual Training (AT) missions. Submits and tracks numerous military school training requests for initial and continuous training. Supervises the duties performed by other full-time personnel. Drafts and reviews training schedules and risk assessments for approval in compliance with command guidance, policies, and directives/publications of higher headquarters. Drafts the Commander's yearly training guidance and calendar for approval.

e. Prepares letters, memorandums, policies, and any other required documentation and correspondence.

f. Facilitates suspense dates required by the Battalion & Brigades.

g. Performs assigned administrative and managerial duties of the Battalion Administrative Officer(AO) in their absence and as assigned by the AO.

h. Performs other duties as assigned.

Please check the links below for updates on job announcements:

<http://www.massnationalguard.org/available-positions.html>

<https://armyeitaas.sharepoint-mil.us/:f:/r/teams/AGRFTNGD-OSCareerOpportunities/Shared%20Documents/General?csf=1&web=1&e=EFMMUK>