

AGR Lateral Reassignment

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

Announcement Number: LAT 26-111

OPEN: 24 October 2025

CLOSE: 08 November 2025

AGR Branch POC: Staffing NCO, 339-202-3112 or nq.ma.maarng.mbx.agr-jobs@army.mil

Unit POC: MAJ Douglas Patterson, 339-202-4902, douglas.j.patterson.mil@army.mil

LOCATION: 1st Civil Support Team, 14 Minuteman Lane, Wellesley, MA 02481

POSITION: Operations/Modeling NCO

MOS: 00F4R

GRADE: E7

AGR Branch will accept applications until **08 November 2025**. Applications submitted after closing date will be returned without further consideration.

1. ELIGIBILITY: SFC/E7 - CURRENTLY ON BOARD AGR SOLDIERS

2. REQUIREMENTS:

- a. Must be MOSQ. Soldiers with the required SMOS and AMOS can apply.
- b. Selectee will be militarily assigned to the unit and placed in the required duty position.
- c. Soldiers under Suspension of Favorable Personnel Actions (FLAGGED) may not apply.
- d. Soldiers referred to medical evaluation board (MEB) may not apply IAW AR 635-40.
- e. Must possess a Secret security clearance.
- f. In accordance with DoD Government Travel Charge Card Regulations dated March 2022, all DoD personnel are required to have an individual government travel card.
- g. IAW NGR 600-5, completion of mandatory training at Professional Education Center (PEC) is a condition of employment.

3. POSITION REQUIREMENTS:

- a. Required to pass an Occupational Safety and Health Administration (OSHA) Hazardous Materials physical for assignment to a Civil Support Team. The OSHA physical is a separate requirement from the standard military retention physical or Periodic Health Assessment (PHA).
- b. Cannot possess a profile or medical history that will limit the candidate's ability to:
 - (1) Wear and operate in a variety of levels of civilian and military personal protective equipment (PPE).
 - (2) Work outdoors exposed to the elements and extreme temperatures for extended operations.
 - (3) Operate in restrictive PPE in confined spaces (e.g. suffer from claustrophobia).
 - (4) Operate using self-contained breathing apparatus or rebreather devices (e.g. suffer from respiratory disorders).
- c. Must successfully complete the resident Civil Support Skills Course (4K-F20/494-F28, an 8 week CST basic course at Fort Leonard Wood, MO. Graduates are awarded the CBRNE responder ASI (R), required for all CST members. Individuals failing to complete CSSC will be removed from the team. The selected individual will be required to attend and complete military and civilian resident and nonresident CST Specialized Training Requirements (STR) for the

CBRN NCO IAW CNGBM 3501.0. Priority consideration for this position will be given to applicants that have already completed the Civil Support Skills Course (CSSC).

(1) Must complete NFPA/DOD HAZMAT Awareness training prior to attending CSSC.

(2) Must possess a SECRET clearance or be able to receive at minimum an Interim SECRET clearance prior to attending CSSC.

d. IAW CNGBM 3501.00 Para 5.a and NGB Policy, due to the extensive specialized training requirements, the selected individual will incur an Active Service Obligation (ASO) of 36 months for the Civil Support Skills Course (CSSC, 4K-F20/494-F28). The ASO obligation date begins upon successful graduation from this course.

e. Will be required to obtain inoculations from the Routine Adult and CBRN Enterprise immunization profiles as directed, to include vaccinations for smallpox and anthrax.

f. Will be required to reside within a 1 hour commute from the duty location within six (6) months of hiring date, IAW CNGBM 3501.0 ADVON deployment requirements.

g. Must be available to perform extended no notice TDY tours for training and/or operational deployments. Individuals requiring a Family Care Plan (FCP) will provide an actionable 24hr/7/365 no notice FCP to the commander upon selection.

h. Must be able to work in a high OPTEMPO environment including a five-day work week, holidays and reporting for duty during non-standard hours without advance notice in response to potential WMD/HAZMAT incidents.

i. Must not be prohibited from carrying firearms which would preclude the individual from possessing a weapon for force protection measures, IAW AR 190-14.

j. Prefer previous experience in CBRN and domestic response to civilian authorities, knowledge of civilian HAZMAT techniques, tactics, and procedures.

k. Prefer knowledge, experience or training in the National Incident Management System

l. Prefer experience as a First Responder or with an agency related to emergency response.

4. DUTIES AND RESPONSIBILITIES: Functional responsibilities include, but are not limited to:

a. NCOIC for the Operations Section consisting of Soldiers and Airmen with a mission to conduct operational support including the Tactical Operations Center (TOC), Communications, and Decontamination Operations in the event of an intentional or unintentional release of a Hazardous Material or Weapon of Mass Destruction (WMD). Overseas the Logistics NCO, Training NCO and Human Resources NCO in garrison.

b. Operations NCO will:

(1) Provides Operations Support activities for the CST both in Garrison and while deployed.

(2) Advises the Commander on training, logistics, personnel, and unit mobilization readiness requirements. This position requires knowledge of the Army Training Information System (ATIS), the Digital Training Management System (DTMS), Army Training Requirements, and Resources System (ATTRS).

(3) Obtains all required data for the Unit Status Report (USR) and assists the Commander and First Sergeant in preparing readiness reports as prescribed by AR 220- 1. Works directly with the Commander and First Sergeant in planning, resourcing, executing and documenting training events at the company level.

(4) Maintains direct communication with training and mobilization personnel at the next higher headquarters. Maintains files associated with readiness, training, and administrative duties. Supervises the monitoring and development of MOS qualification and sustainment training programs. Advises unit personnel on military education requirements and prepares applications through the Army Training Requirements and Resources System (ATTRS). Assists

the commander in formulating projections and forecasts through ATRRS Funding Allocation Model (AFAM).

(5) Prepares, reviews, and submits documents related to the suspension of favorable actions. Advises the Commander and First Sergeant on current regulations, policies, and procedures pertaining to personnel functions.

(6) Must be proficient with the use of computers. Will have to manage multiple programs needed to perform geospatial analysis for consequence assessment. Programs that will be utilized include ArcGIS, IWMDT, HPAC, ALOHA, JEM's and other off the shelf GIS programs. The creation and merging of data is to perform a complete assessment of the threats of the desired event

(7) Proficient with the following: Microsoft Office Programs, DTMS, ATIS, DTS, CUSR, ATTRS & AFAM and RFFMS.

(8) Performs one or more of the following additional duties within the Operations Section, but not limited to the following: Arms Room NCO, Driver Training Instructor, EOL, Fire Marshal, Unit Records Custodian, Document reproduction coordinator, Physical Security NCOIC, Security Manager, UPL Coordinator, CUSR NCO.

10. All other duties as assigned.

5. APPLICATION PROCEDURES: Submit the following documents as a single PDF file (Portfolio format not accepted) to: ng.ma.maarnq.mbx.agr-jobs@army.mil

- a. A copy of this announcement with contact information filled-in below.
- b. Individual Training Record (ITR) from DTMS reflecting a passing record ACFT and Height/weight history. Must be within the last 6 months from the announcement close date.
- c. Memorandum from full-time Commander, AO, or Director that states:
 - (1) concur or non-concur with request for lateral reassignment
 - (2) applicant meets the height / weight standards
 - (3) is not flagged and is within good standing
 - (4) is not on DMD/ODD or scheduled to deploy within the next six months.
- d. Last three NCOERs.
- e. Selection Board ERB within the last 12 months.

APPLICANT CONTACT INFORMATION

NAME: _____ PMOS: _____ SMOS: _____

HOR: _____ PRIMARY PHONE: _____