

# FULL TIME NATIONAL GUARD DUTY (FTNGD) VACANCY ANNOUNCEMENT

<b>HUMAN RESOURCES OFFICE</b> <b>KANSAS NATIONAL GUARD</b> <b>2800 SW TOPEKA BLVD</b> <b>TOPEKA, KS 66611-1287</b>	<b>Date:</b>  22 July 2009	<b>Announcement No:</b>  DIV-05-09
<b>OPEN TO:</b> Current members of the KSARNG, MOARNG, ILARNG & NEARNG	<b>Applications will be accepted until:</b> Open until filled	
<b>TYPE OF VACANCY:</b> DART (Domestic Assistance Response Team) <b>G3/Operations Officer 01A</b>	<b>SELECTION FACTORS:</b> See paragraphs (1) thru (19) below.	
<b>LOCATION OF VACANCY:</b> <b>35<sup>th</sup> Division, Fort Leavenworth, KS</b>	<b>Minimum Grade *</b> E7 (SFC)	<b>Maximum Grade *</b> O4 (MAJ)

**\*Will consider: E7-E9; CW2-CW4 & O3-O4**

**Duty description:** Experience at Brigade/Division level is desired. TOC Operations required. Deployed experience preferred. On call 24/7; frequent mission travel expected.

**SPECIFICATIONS:**

- (1) Applicants must be a member of the Army National Guard in Kansas, Missouri, Illinois or Nebraska.
- (2) Persons receiving or eligible to receive a Federal military retired or retainer pay are not eligible.
- (3) This position requires a Secret or Interim Secret security clearance.
- (4) [This is 01A Branch/MOS Immaterial \(Enlisted, Warrant & Officer\)](#)
- (5) Experience at Brigade/Division level is desired. TOC Operations experience required. ABCS proficiency desired. Deployed experience preferred.
- (6) This is a Title 32 Full-Time National Guard Duty – Operational Support (FTNGD-OS) tour. Orders are subject to the availability of funds and continuation of mission requirements.
- (7) Must be capable of performing full time duty through 30 September 2010.
- (8) The Adjutant General retains authority to recall Soldiers for Federal or State mobilizations.
- (9) Individual must have a current, passing APFT and must meet height/weight standards IAW AR 600-9 to be appointed to this position.
- (10) Must be medically qualified under Chapter 3, AR 40-501 and cannot have a physical profile that prevents them from wearing the full combat uniform to include body armor and helmet.
- (11) Must be Green in MedPros for PHA & HIV. Individuals on Temp Profile will not be considered for FTNG Duty.
- (12) Soldiers with incomplete, outstanding LODs or on INCAP will not be considered for FTNG Duty.
- (13) Females must have a negative pregnancy test prior to hire date.
- (14) Individuals flagged in SIDPERS for weight, APFT, security violation or pending any adverse actions will not be considered for FTNGD Duty.
- (15) Soldiers on FTNG duty will take the APFT every six months IAW ATAG Policy Letter #10, FTNG Duty.
- (16) [Individual selected for this position will be attached to the 35<sup>th</sup> Division for the duration of the orders.](#)
- (17) Selecting Supervisor may conduct an appearance interview (hiring board) in the event that multiple qualified applicants are received.
- (18) Must have a valid driver's license.
- (19) PCS not authorized.

**Selecting Supervisor: COL Matt Raney 913-758-5011**

**POC for duty description: LTC Dave Johnson 913-785-5030**

**APPLICATION INSTRUCTIONS:** All applications must be submitted to - Office of the Adjutant General, ATTN: JFHQKS-HRO-AGR (1LT Kendrea Shingleton), 2800 SW Topeka Blvd, Topeka, KS 66611-1287 or email to [kendrea.shingleton@us.army.mil](mailto:kendrea.shingleton@us.army.mil) or fax to 785-274-1604.

Applicants must submit the following forms - **in this order**:

1. DA Form 1058-R – Block 24 will include the statement that “unit commander signature in block 35e indicates that the commander releases the soldier for duty at the discretion of the gaining unit/activity selecting supervisor.” **ONLY UNIT COMMANDERS CAN SIGN**

2. MEDPROS Individual Medical Readiness Record displaying evidence of: **Periodic Health Assessment completed with-in 12 months**, and HIV testing with-in last 2 years. Medical Documentation other than MEDPROS Individual Medical Readiness Record will **not** be accepted.

[MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical readiness / View Detailed Information / IMR record.](#)

3. DA 2-1 or ERB/ORB (this may be obtained from your unit administrator)

4. Personnel Qualification Record (PQR).

5. A current copy of Retirement Point Accounting System (RPAS) Statement.

6. DA Form 705 (Army Physical Fitness Test Score Card), most current test not older than 12 months. A statement explaining the absence of record tests will be accepted. (Include DA 3349 if precluded from standard 3 event test.)

7. Certified Height/Weight or DA 5500R not older than 90 days from the close date of this announcement.

8. OER/NCOER – Previous 5 DA 67-9

9. NOT REQUIRED (but recommended) an official military or ¾ length photo in Class A Uniform.

10. All DD Forms 214

11. Documentation supporting applicant’s qualifications - i.e. Biography

12. Security Clearance Verification (All applicants must have or be able to obtain a secret clearance.)

13. Copy of Driver’s License

\*\* Insure that the following information is reflected on the DA Form 1058-R: **Tour Announcement number in block 1 and current telephone number where you can be reached.** Carefully read and comply with instructions contained on this job announcement so that all required information is included. Sign and date the application in block 24.

**Block 24 will contain this statement “Unit Commander’s signature in block 35e indicates that the Commander releases the soldier for duty at the discretion of the gaining unit/activity selecting supervisor.”**

**\*\*Applications received without Commander’s signature will not be considered for this vacancy.**

**EQUAL EMPLOYMENT OPPORTUNITY:** All qualified applicants will receive consideration for this position without discrimination for any non-merit reason such as race, sex, religion, national origin, lawful, political or other affiliations, marital status, age or membership/non-membership in an employee organization.



## Full Time National Guard (FTNG) APPLICATION CHECKLIST

Name:	SSN:		
Position #:	Location: Salina, KS		
Required Documents	YES	NO	DATE
1. This checklist			
2. DA 1058-R – Application <b>(Must be signed by you AND Cdr)</b>			
3. MEDPROS – Individual Medical Readiness Record			
a. Periodic Health Assessment (not more than 12 months old)			
b. HIV Test (not more than 24 months old)			
4. DA 2-1 or DA 4037 (ORB/ERB) Verify the following data:			
a. GT Score			
b. MOS Qualified			
5. Personnel Qualification Record (PQR)			
6. RPAM (Retirement Points)			
7. DA Form 705 (Army PT Score Card)			
a. DA 3349 if precluded from 3 event test			
* A statement explaining absence of record test			
8. Certified Statement of Height/Weight & DA 5500-R			
* Must not be older than 90 days			
9. Previous 5 NCOER/OERs or			
a. Unit Commander Letter of Recommendation (E4 and below)			
10. DA Photo in Class A (not required but recommended)			
11. DD-214			
12. Documentation supporting applicant's qualifications (resume – optional)			
13. Security Clearance verification			
14. State Driver's License			
15. <b>Written Endorsement from Cdr for attachment Order to 35<sup>th</sup> Div</b>			