

FULL TIME NATIONAL GUARD DUTY (FTNGD) VACANCY ANNOUNCEMENT

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| HUMAN RESOURCES OFFICE KANSAS NATIONAL GUARD 2800 SW TOPEKA BLVD TOPEKA, KS 66611-1287 | Date: 22 July 2009 | Announcement No: DIV-11-09 |
| OPEN TO: Current members of the KSARNG, MOARNG, ILARNG & NEARNG | Applications will be accepted until: Open until filled | |
| TYPE OF VACANCY: DART (Domestic Assistance Response Team) Legal NCO 27D | SELECTION FACTORS: See paragraphs (1) thru (19) below. | |
| LOCATION OF VACANCY: 35th Division, Fort Leavenworth, KS | Minimum Grade E5 (SGT) | Maximum Grade E7 (SFC) |

Duty description: Experience at Brigade/Division level is desired. 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) Must be 27D qualified
- (5) Experience at Brigade/Division level is 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 with possible extension into 2011.
- (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 35th 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 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 (Must be signed by you AND Cdr) | | | |
| 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. Written Endorsement from Cdr for attachment Order to 35th Div | | | |