MEMORANDUM FOR DISTRIBUTION A & I

SUBJECT: Traditional Position Announcement with HHC, 110th MEB, Kansas City, MO (SWVA #15-0021)

1. HHC, 110th MEB, Kansas City, MO has a vacant 25B3O, E6/SSG Information Technology Specialist position (Para/Line 104/09). The current EPS list has been exhausted and the position is now open statewide.

2. A 25B3O, Information Technology Specialist supervises the deployment, installation, operation and maintenance of computer systems and LAN. Performs senior level SA functions, and advance level CE. Provides support for the NE in unclassified and classified networks (Brigade to Army, Joint and National levels). Manages accounts, network rights, and access to CE systems and equipment. Supervises the installation and operation of systems in support of Information Dissemination and Content Staging. Supervises and performs IA functions. Performs CND functions at tactical and strategic levels; installs perimeter defense systems including intrusion detection and protection systems, firewalls, and grid sensors. Writes standard operating procedures for all automation systems within the LAN and assists in the planning, configuration, management, and monitoring of the WAN. Assists in the planning and implementation of the units’ computer life cycle program. Develops and provides training to service support personnel, functional users and staff personnel in computer and information systems matters. Other duties include: Assistant COMSEC Manager; COMSEC Manager; Supervises NETOPS Service Desk. Experience is preferred but not required.

3. MOS requirements: Applicant must possess the 25B MOS as a primary, secondary or alternate MOS.

4. Select Reserve Bonus Consideration: Any change in a Soldier’s MOS, except as provided by normal rank progression as outlined in DA PAM 611-21, is not allowed and will terminate that Soldier’s Select Reserve Incentive Program bonus, with recoupment. Accepting a SWVA slot is voluntary change of MOS and falls outside of normal rank progression. Please consult your bonus contract and the Education & Incentives office at State if you have any questions.

5. Who May Apply: Current MOARNG Soldiers in grades E4 to E6 who hold the MOS as a primary, secondary or alternate MOS or those who can be awarded the MOS.
NGMO-PER-E
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without attending reclassification training, and E6 Active Army and USAR Soldiers who are 25B MOS qualified.

a. Any Soldier who is not on the current EPS list. Transfer into the para/line is authorized. Upon completion of the requirements for promotion (MOSQ, NCOES, TIG, TIS), all pertinent information will be sent to NGMO-PER-E for the next scheduled EPS Board or STAB. Once the Soldier appears on the EPS list, a request for promotion can be submitted. See the MOARNG 2015 EPS MOI, dated 16 September 2014, and Change 1, dated 23 October 2014, for further promotion eligibility criteria.

6. Interested Soldiers must complete the attached application and all required documentation to 110th MEB, ATTN: MSG Cindra Graves, 7600 Ozark Rd, Kansas City, MO 64129 or via email at cindra.l.graves.mil@mail.mil NLT 20 May 2015. Reference EPS Control # SWVA 15-0021 on all documents.

7. All units will post this announcement on the unit bulletin board and in their monthly newsletter thru the suspense date.

FOR THE ADJUTANT GENERAL:

John Francis
LTC, AV, MOARNG
MCMB OIC

Encl
APPLICATION FOR VACANCY ANNOUNCEMENT

Announcement # | POSITION TITLE & LOCATION
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NAME: (Last, First, Middle) | RANK

CURRENT ADDRESS: (Street, City, State, Zip Code) | Contact PHONE #

Contact EMAIL Address:

Currently Deployed? YES / NO - If YES, Unit and Location -

REQUIRED DOCUMENTS CHECKLIST
**INCOMPLETE PACKETS WILL BE RETURNED**

1) Copy of DA Form 2-1
2) Copy of most recent ASVAB Scores on a REDD Report or page 1 of DD 1966 series
3) E5 and above - Copies of last 3 NCOERS. If 3 NCOERs are not available, supplement with a recommendation memo from Platoon Sergeant, 1SG or Commander.
4) E3 & E4 - Recommendation memo from Platoon Sergeant, 1SG or Commander.
5) Copy of DA Form 705 (Army Physical Fitness Test Card). The latest 'RECORD' test must be within 12 months.
6) Copy of DA Form 3349 (Physical Profile) and MMRB results (if applicable)
7) Copy of DA Form 5500-R or 5501-R (Body Fat Worksheet) (if applicable)
8) Memorandum from unit stating whether or not unfavorable actions or flags are pending.
9) Security Clearance Verification (type/date) (if applicable)
10) Signed SWVA Statement of Agreement

SIGNATURE ___________________________ DATE ___________________________