

# **ARMY AGR VACANCY ANNOUNCEMENT**

**ARIZONA ARMY NATIONAL GUARD**

**ACTIVE GUARD AND RESERVE**

**HUMAN RESOURCE OFFICE**

**5636 East McDowell Road, Phoenix, AZ 85008-3495**

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**WEBSITE: [www.az.ngb.army.mil/hro](http://www.az.ngb.army.mil/hro)**

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**ANNOUNCEMENT NUMBER: 04-07AR**

**DATE: 23 JAN 2004**

**CLOSING DATE: 31 DEC 2004**

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**POSITION TITLE, SERIES, GRADE, POSITION NUMBER AND MAXIMUM AUTHORIZED MILITARY GRADE:  
RECRUITING & RETENTION NCO, PARA 004F LINE 32, SFC, 79T4**

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**APPOINTMENT FACTORS: OFFICER ( )**

**WARRANT OFFICER ( )**

**ENLISTED ( X )**

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**LOCATION OF POSITION:**

**DET 4, HEADQUARTERS STARC, PHOENIX, ARIZONA**

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**AREA OF CONSIDERATION:** This position is in the Active Guard and Reserve Force and is **open to members of the Arizona Army National Guard and those eligible to become members in the grades of SPC(P) through SFC**. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position applicants must meet minimum qualifications as outlined on the reverse of this announcement.

**NOTE:** Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.

**NOTE:** High School Diploma required. Recruiting and Retention NCO's hired without a high school diploma must have a GED and at least one year of college credit to be eligible for hire as a Recruiting and Retention NCO. In accordance with FY 99 Criteria Letter, Ch2, para 2-6, a minimum of 15 semester hours or 22 quarter hours from an accredited college or 675 clock hours from a post secondary vocational-technical (VOTEC) institution is equivalent to and satisfies the requirement for one year of college credit. Soldiers in the rank of SPC must have completed PLDC.

**NOTE:** Selectee(s) will be placed on an order of Merit List (OML), which does not guarantee that you will be selected for a position. Actual selection is dependent on several factors. These factors include your position on the OML and the number of vacancies, which will occur. Must be MOS qualified within 180 days after selection.

**NOTE:** This announcement will automatically close 31 December 2004.

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**NATIONAL GUARD REQUIREMENTS:**

1. Soldiers selected must meet medical standards prescribed by AR 40-501 chapter 2 or 4, as appropriate, and must have completed a medical examination at an active duty medical facility or MEPS station within 12 months preceding entry into the AGR program. Soldiers must meet the physical requirements of AR 600-9. Females will be tested for pregnancy within 30 days prior to initial entry on active duty.
  2. An investigation will be initiated for a security clearance. Unfavorable results will be cause for immediate separation.
  3. Soldiers selected for an AGR tour must be eligible to complete a minimum of 5 years on active military status prior to completing 18 years of active federal service AND/OR the date of mandatory removal.
  4. AGR soldiers will not be reassigned during the first 18 months of their initial tour, except in the event of mobilization of force structure changes.
  5. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
  6. The Arizona National Guard is an Equal Opportunity employer. Selection for this position will be based on merit, fitness, capability, and potential, to ensure fair treatment of all soldiers.
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**POSITION COMPATIBILITY REQUIREMENTS:**

**The individual(s) must be a member of the Arizona (ARMY ) National Guard and qualify for and be placed in the following compatible MOS/AOC: 79T4**

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION OR THE MOS PREREQUISITES:**

1. Physical demands rating - N/A
2. A Physical profile of 132221.
3. A minimum score of 110 in aptitude area GT waiverable to 100 with a score 100 in aptitude ST.
4. Meet selection criteria in National Guard regulations 601-1, 600-200, 600-5, 600-10, 601-280 and AR 135-18 as applicable.

**INSTRUCTIONS FOR APPLYING:** IAW NGR 600-5, paragraph 2-4, the documents listed **WILL** be submitted “AS A MINIMUM”. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible will be returned:

- a. NGB Form 34-1 (AGR Application (1Sep 86).
- b. AZ ARNG Form 34-1 (13 Feb 98)
- c. AZNG Form 335-4-R (13 Feb 98)
- d. SF 88 & 93 (Most recent physical)
- e. Body Fat Worksheet (DA Form 5500-R) if applicable.
- f. DA Form 705 (Army Physical Fitness Test Scorecard) The most recent 4 physical Fitness tests recorded on DA Form 705.
- g. Certified copy of DA Form 2-1 from your Army 201 file.
- h. Latest “5” OER/NCOER’s.
- i. NGB Form 23 (Army National Guard Current Annual Statement)
- j. DA Form 759 if applying for an aviation position.

**USE OF GOVERNMENT RESOURCES (FAX, MAIL, ETC.) TO SEND APPLICATIONS IS PROHIBITED AND WILL NOT BE ACCEPTED BY THE HUMAN RESOURCES OFFICE. ALL APPLICATION MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT.**

**EQUAL OPPORTUNITY:** The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, martial status, membership or nonmembership in an employee organization or any other non-merit factor.

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**BRIEF JOB DESCRIPTION:** Interview and counsel prospective enlistees. Gather individual data and prepare forms and documents incident to an enlistment. Maintain prospect data and files. Establish and maintain contacts with school officials, religious and civic leaders and groups; Present formal/informal talks on advantage of the Army National Guard to civic and service organizations and student bodies. Distribute and display recruiting publicity materials. Responsible for assisting units in their plans and programs to enlist quality individuals. Responsible for the technical assistance of retention/attrition management programs for the organizations with they support. Specific areas of responsibility are designated through written and oral instructions. Work is performed in compliance with regulations, policies and procedures. Evaluate the retention/attrition environment. Prepares and presents classes and/or briefings on ARNG programs, requirements, and the opportunities and benefits of membership for soldiers, family members, employers and others as required. Advises commanders and leads on programs, members, employers and others as required. Advises commanders and leaders on regulations/policy governing bars to extensions/immediate reenlistment. Prepares and conducts training/seminars/meetings for attrition management personnel, officers, NCOs and other key personnel. Provides family assistance during mobilization. Monitors and assists in matters pertaining to employer support of the Guard and Reserve program. Provides retention interview training.

**SELECTING SUPERVISOR:** SGM RAY BERNEY