



INDIANA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGIN-PEH-A)  
2002 SOUTH HOLT ROAD  
INDIANAPOLIS, IN 46241  
TELEPHONE: (317) 247-3390 DSN: 369-2300 EXT 73390

**Open Nationwide Announcement  
ARMY NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)  
VACANCY ANNOUNCEMENT  
16-018-A**

**OPENING DATE:** 05 February 2016      **CLOSING DATE:** 05 March 2016      **RANK/GRADE:** E7 – E8  
**POSITION TITLE:** Operations NCO      **MOS/AOC/BRANCH:** 18Z50  
**DUTY LOCATION:** CO A 2-20 Special Forces Group (SFG), Edinburgh, IN 46124  
**SELECTING OFFICIAL:** SGM Winters, Robert, 317-247-3300  
**VICE:** Vacant

**WHO MAY APPLY:**

Members with rank higher than position identified are eligible to apply, but will be required to take a reduction should they be selected. Personnel who are members or are eligible to become members of the Indiana Army National Guard. Position is **NOT** open to female Soldiers.

**REMARKS:**

PCS Available. Acceptance of an AGR position will result in termination of Selected Reserve bonuses.

**MILITARY COMPATIBILITY:**

**Upon applying, individual MUST be MOS/AOC qualified as an 18 Series.** Individual must also maintain satisfactory membership in the INARNG to include adherence to APFT and the height/weight standards. A physical profile of 111221 is required. Must hold or be eligible to obtain a Secret Security Clearance. Must not be barred to reenlistment or be under suspension of favorable personnel action, must not have been convicted by court-martial or have disciplinary action noted in their official military personnel file under the provisions of UCMJ (Article 15), must not have been terminated from ARSOF, ranger, or airborne duty, unless termination was due to extreme family problems or a medical condition that has been resolved, must not have 30 or more days lost time under 10 USC 972 within the current or preceding enlistment. Must meet requirements listed in AR 614-200. Other requirements are listed in DA PAM 611-21.

**LENGTH OF TOUR:**

**3 YEARS** – Subject to program continuance; members successfully completing initial tour will be afforded priority for tour extension, after completing initial tour.

**AGR PROGRAM BENEFITS:**

Salary is determined by military grade and time in service. Member is authorized subsistence allowance, Basic Allowance for Housing (BAH), thirty (30) days annual leave; medical and dental care. TRICARE Prime Remote or TRICARE Standard coverage for dependents. Military Exchange and Commissary privileges.

**DUTIES AND RESPONSIBILITIES:**

Supervises all administrative, operational, and training requirements of a Special Forces Operational Detachment Alpha (ODA). Leads all aspects of mission preparation (isolation) and execution. Frequently visually identifies vehicles,

equipment and individuals at a long distance, occasionally raises and carries 160 pound person on back, occasionally climbs a rope a distance of up to 30 feet, frequently performs all tasks while carrying a minimum of 65 pounds evenly distributed over entire body, frequently gives and receives oral commands in outdoor area from distance of 50 meters, frequently walks, crawls, runs and climbs over varying terrain for a distance of up to 25 miles, frequently runs for short distances, frequently walks at a brisk pace 4 out of 6 hours while carrying 26 pounds, frequently throws 1 pound object up to 40 meters.

### **AGR PROGRAM MINIMUM QUALIFICATION REQUIREMENTS:**

1. Must be a member or eligible to become a member of the Indiana Army National Guard. Selected individual must extend/enlist for a period equal to the AGR tour.
2. Must meet medical standards prescribed by NGR 600-5, Chapter 3, AR 40-501 and physical standards prescribed by AR 600-9.
3. The individual must be eligible to complete a minimum of five (5) years in AGR status immediately prior to his/her mandatory separation date or prior to completing 18 years of Active Federal Service.
4. Individual must not be eligible for, nor receiving a federal military retired or retainer pay, nor federal service annuities.
5. Individual must possess or be able to obtain appropriate security clearance.
6. Must not be a candidate for elective office, holding a civil office (full or part-time), or engage in partisan political activities as defined by DoD Directive 5500.7, Joint Ethics Regulation.
7. Applicant selected will be subject to State Military Justice procedures/statutes and State Civil Laws/statutes, as appropriate, when serving under provisions of Title 32 U.S.C.
8. Applicant must meet other eligibility requirements for AGR service under the provisions of AR 135-18 and NGR 600-5.
9. Individual maintain satisfactory membership in the INARNG to include adherence to APFT and the height/weight standards.
10. Applicants selected will not be reassigned during the first 18 months of the initial tour, unless waived by The Adjutant General for mobilization, force structure changes or command directed reassignments.

\*\*Upon selection, individuals will undergo a background check to validate suitability for employment with the federal government as permitted by law, regulation, Presidential order or other authority. Suitability is dependent upon the particular requirements for security clearance, sensitivity level, and DOD IT network access. Items checked include, but are not limited to all criminal history record information, employment history, education and fiscal accountability/responsibility. \*\*

### **HOW TO APPLY:**

All applicants must submit a complete application packet to be considered for an AGR position. Applicants must forward the forms listed below to arrive in the Human Resource Office no later than 1600 est. hours on the Closing Date indicated above. E-mail applications to: [ng.in.inarnng.mbx.j1hr-agr-army@mail.mil](mailto:ng.in.inarnng.mbx.j1hr-agr-army@mail.mil) subject line must read (AGR application Informal last name). **Combine all documents into 1 or 2 attached files. Hard copy applications such as faxed applications, hand carried applications, and mailed applications will no longer be accepted.** If possible, please scan packet in as a pdf file. If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR application 15-006-A Smith, 1 of 2). For questions, please email: [ng.in.inarnng.mbx.j1hr-agr-army@mail.mil](mailto:ng.in.inarnng.mbx.j1hr-agr-army@mail.mil) **HRO will not review the application for completion or accuracy before the closing date. The applicant is responsible to ensure the application is complete and all required documents are correct and included.** If the application is incomplete, HRO will notify the applicant, and the applicant will have 24 hours to furnish the missing documentation. After that period has lapsed and documentation has not been completed, a letter will be sent to the individual indicating the reason for disqualification.

### **REQUIRED DOCUMENTS:**

Encl: **NGIN Form 113 INARNG Requirements for Open AGR Applications, NGB 34-1, HT/WT memo,**  
**If already on-board AGR, please contact the above email address for the correct forms needed.**

# INARNG Requirements for Open AGR Applications

1. Application for Open AGR Vacancy Announcement: \_\_\_\_\_.
2. NAME (Last, First, MI): \_\_\_\_\_
3. RANK: \_\_\_\_\_ DATE OF RANK: \_\_\_\_\_
4. MOBILIZED:  Yes  No
5. MILITARY STATUS (Check one, If you are currently deployed, check the status that you were in prior to starting deployment orders):  AGR  Technician  ADOS  Active Duty  M-Day
6. PMOS: \_\_\_\_\_ SMOS: \_\_\_\_\_ AMOS: \_\_\_\_\_ AMOS: \_\_\_\_\_ AMOS: \_\_\_\_\_
7. HOME ADDRESS: \_\_\_\_\_
8. PRIMARY TELEPHONE NUMBER: \_\_\_\_\_  
 Home  Office  Cell  Other: \_\_\_\_\_
9. SECONDARY TELEPHONE NUMBER: \_\_\_\_\_  
 Home  Office  Cell  Other: \_\_\_\_\_
10. E-MAIL ADDRESS: \_\_\_\_\_
11. BEST METHOD OF CONTACT:  Primary Telephone #  Secondary Telephone #  Email
12. The following documents are included in this application:
  - NGB Form 34-1
  - DA 705 (APFT Card) within 12 months
  - Soldier Record Brief (with ASVAB scores)
  - Retirement Points Accounting Management Sheet (RPAM)
  - Last Five (5) consecutive Evaluation reports (NCOER)
  - Letter of recommendation for Soldiers promoted after 2010
  - Current Ht/ Wt: (within 30 days) Date \_\_\_\_\_  Pass  Fail (Failure must include DA 5500-R/ DA 5501-R)
  - All DD 214s
  - MEDPROS printout (current within 30 days)
13. Please provide a brief detailed justification for any missing documents or substitutions (*Failure to include justification will result in disqualification of Application*):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Commander Signature: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Name, Rank: \_\_\_\_\_

Name, Rank: \_\_\_\_\_

Position Title: \_\_\_\_\_

Position Title: \_\_\_\_\_

**APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION**

The proponent agency is ARNG-HRH. The prescribing directive is NGR (AR) 600-5 / ANGI 36-101

**PRIVACY ACT STATEMENT****AUTHORITY:** Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5, ANGI 36-101.**PRINCIPAL PURPOSE:** To provide information for use in determining eligibility/qualifications for Active Guard/Reserve (AGR) positions. A copy will be provided to the applicant. The original will be maintained by the human resources office for State records. For organizational use only.**ROUTINE USES:** None.**DISCLOSURE:** Voluntary, however if not provided you will not be considered for the AGR program.

POSITION ANNOUNCEMENT #	POSITION TITLE		
NAME ( <i>Last, First, Middle</i> )		DATE OF BIRTH ( <i>yyyymmdd</i> )	
CURRENT HOME ADDRESS ( <i>Street, City, State, Zip Code</i> )		HOME PHONE	OFFICE PHONE
DATE OF ENLISTMENT ( <i>Enlisted</i> )	GRADE	MOS/SSI/AFSC	ETS DATE
DATE OF FEDERAL RECOGNITION ( <i>Officer/WO</i> )	GRADE	BRANCH	MRD DATE
SECURITY CLEARANCE			

**SECTION I - EDUCATION AND SPECIAL QUALIFICATIONS**1. COLLEGE OR UNIVERSITY (*Accredited Colleges only, attach separate sheet(s) if necessary.*)

Name, City & State	Date From	Date To	Degree Program	Credit Hours	Quarter/Semester
Chief Undergraduate Subject					
Chief Graduate Subject					

2. OTHER SCHOOLS OR TRAINING (*Vocational, Trade or Business*)

Name, City & State	Date From	Date To	Course Title	Hours Completed

3. SKILLS AND QUALIFICATIONS (*Examples - Special skills and qualifications, word processing speed (WPM), certifications on wheel and track vehicles, etc. Also list any licenses or certificates held (RN, Pilot, CPA), etc.*)**SECTION II - EMPLOYMENT HISTORY**May we contact your present employer regarding your character, qualification, and record of employment?  
(A "NO" answer will not affect your consideration for employment.)CHECK ONE:  YES  NO

1. NAME AND ADDRESS OF CURRENT EMPLOYER	DATES EMPLOYED		AVERAGE HRS. PER WEEK
	FROM	TO	
TITLE OF POSITION	IMMEDIATE SUPERVISOR & PHONE NUMBER	NUMBER OF EMPLOYEES YOU SUPERVISED	
TYPE OF BUSINESS	YOUR REASON FOR LEAVING		
DESCRIPTION OF WORK ( <i>Describe your specific responsibilities and accomplishments</i> )			

**SECTION II - EMPLOYMENT HISTORY (Continued)**

**OTHER EMPLOYMENT**

May we contact this employer regarding your character, qualification, and record of employment?  
(A "NO" answer will not affect your consideration for employment.)

CHECK ONE:  YES  NO

2. NAME AND ADDRESS OF PRIOR EMPLOYER		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION	IMMEDIATE SUPERVISOR & PHONE NUMBER		NUMBER OF EMPLOYEES YOU SUPERVISED	
TYPE OF BUSINESS	YOUR REASON FOR LEAVING			
DESCRIPTION OF WORK <i>(Describe your specific responsibilities and accomplishments)</i>				

**SECTION III - MILITARY HISTORY**

1. MILITARY SERVICE *(Start with most recent service and show changes in grade and duty in reverse chronological order.)*

FROM	TO	AC	ARNG/ANG	RC	GRADE	ORGANIZATION	DUTY

2. MILITARY TRAINING

FORMAL MILITARY SCHOOLING COMPLETED

COURSE TITLE AND NUMBER	DURATION OF COURSE		CORRESPONDENCE COURSES	
	WEEKS	DAYS	COURSE/SUBCOURSE TITLE	COURSE HOURS

3. MILITARY QUALIFICATIONS *(List any primary MOS/SSI which has been awarded on orders.)*

MOS/SSI/AFSC	DATE AWARDED	INDICATE HOW QUALIFICATIONS WERE OBTAINED <i>(Service School, On the Job Training, Civilian Experience, etc.)</i>

4. INDICATE ANY ON THE JOB TRAINING WHICH IS QUALIFYING FOR AN MOS/SSI WHICH HAS NOT YET BEEN AWARDED ON ORDERS

DUTY MOS/SSI/AFSC	EXACT TITLE OF POSITION	FROM	TO

**SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE**

		<i>(All Applicants Must Complete) Utilize the Continuation/Remarks section to fully explain any "YES" answers (except 9 &amp; 17). Attach a separate sheet of paper if more space is necessary.</i>
YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	1. Within the last five years, have you been fired for any reason?
<input type="checkbox"/>	<input type="checkbox"/>	2. Within the last five years, have you quit a job after being notified that you would be fired?
<input type="checkbox"/>	<input type="checkbox"/>	3. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law?
<input type="checkbox"/>	<input type="checkbox"/>	4. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 3?
<input type="checkbox"/>	<input type="checkbox"/>	5. While in the military, have you ever been convicted by a General Court Martial?
<input type="checkbox"/>	<input type="checkbox"/>	6. Does the United States Government employ, in a civilian capacity or as a member of the Armed Forces, any relative of yours by blood or marriage?
<input type="checkbox"/>	<input type="checkbox"/>	7. Do you receive or are you entitled to receive federal, military retired or retainer pay, service annuities, or other compensation based upon military, federal, civilian service, or eligible for immediate federal civil service?
<input type="checkbox"/>	<input type="checkbox"/>	8. Have you ever been removed from military service due to unsuitability?
<input type="checkbox"/>	<input type="checkbox"/>	9. Will you be able to complete a minimum of 5 years of continuous AGR Service prior to completing 18 years of Active Federal Service or your Mandatory Removal Date (MRD)?
<input type="checkbox"/>	<input type="checkbox"/>	10. Are you a candidate for an elected office, holding a civil office (full or part-time) or engaged in partisan political activities as defined in AR 600-20/ANGI 36-101/DoD Directive 1344.10, Political Activities by Members of the Armed Forces on Active Duty?
<input type="checkbox"/>	<input type="checkbox"/>	11. Have you been involuntarily removed from unit (Selected Reserve) service based on maximum years of service, qualitative retention or selective retention board action?
<input type="checkbox"/>	<input type="checkbox"/>	12. Have you been involuntarily removed from unit (Selected Reserve) service for cause or been relieved for cause from any duty assignment, including, but not limited to, relief from command in the past year?
<input type="checkbox"/>	<input type="checkbox"/>	13. Do you currently possess or is a report of suspension of favorable actions pending?
<input type="checkbox"/>	<input type="checkbox"/>	14. Have you voluntarily separated from the AGR Program in any State for one or more days within the past year? (ARNG Applicants Only)
<input type="checkbox"/>	<input type="checkbox"/>	15. Have you been voluntarily separated from the AGR Program or voluntarily separated in lieu of adverse action?
<input type="checkbox"/>	<input type="checkbox"/>	16. (OFFICERS AND WARRANT OFFICERS ONLY.) Have you been non-selected for promotion as not best qualified for promotion board convened by State Headquarters or Department of the Army Headquarters within the past 12 months?
<input type="checkbox"/>	<input type="checkbox"/>	17. Have you met the minimum physical fitness requirements for each component as specified by AR 600-9 (Army) or AFI 36-2905 (Air Force)?

**SECTION V - CONTINUATION/REMARKS**

*Use the Continuation/Remarks section to fully explain any "YES" answers (except 9 & 17). Attach separate sheet(s) of paper if more space is necessary.*

**SECTION VI - CERTIFICATIONS AND AUTHORITY FOR RELEASE INFORMATION**

I have completed this application with the knowledge and understanding that any or all items contained herein may be subject to investigation. I consent to the release of information concerning my capacity and fitness by employer, educational institution, law enforcement agencies, and other individuals and agencies to personnel specialists for purpose of employment. I also understand that a false answer to any question in this application may be grounds for not being employed, or for being released after I begin work.

I certify that all of the statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.	SIGNATURE	DATE
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DEPARTMENT OF THE ARMY  
INDIANA JOINT FORCES HEADQUARTERS NATIONAL GUARD  
2002 SOUTH HOLT ROAD  
INDIANAPOLIS, INDIANA 46241-4839

REPLY TO  
ATTENTION OF

NGIN-PEH-A

February 2, 2016

MEMORANDUM FOR: NGIN-PEH-A

SUBJECT: Height and weight statement for \_\_\_\_\_

1. This memorandum is to confirm that \_\_\_\_\_ DOES / DOES NOT exceed his/her screening weight or body fat percentage for his/her age group. His/Her current height is \_\_\_\_ and weight is \_\_\_\_ as of DATE COMPLETED.

2. DA Form 5500-R (Body Fat Content Worksheet MALE) is enclosed, if applicable.  
OR  
DA Form 5501-R (Body Fat Content Worksheet FEMALE) is enclosed, if applicable.

3. \_\_\_\_\_ does not meet / meets the standards set forth in AR 600-9, dated 01 AUG 2006.

4. POC is \_\_\_\_\_.

SIGNATURE BLOCK

COMMANDING