



DEPARTMENT OF THE ARMY  
GEORGIA NATIONAL GUARD  
Human Resources Office - AGR  
1000 Halsey Avenue SE, BLDG 447, Suite W-2101  
Marietta, Georgia 30060

### Active Guard and Reserve (AGR) Vacancy Announcement

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**Announcement Number:** 26-046

**Opening Date:** 2 Feb 26

**Closing Date:** 15 Feb 26

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**Position Title:** HR Technician

**Authorized Grade:** CW2

**Duty MOS / AOC / Branch:** 420A

**Duty Location:** HSC, 648<sup>th</sup> MEB, FT Benning, GA

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#### **Application Restrictions**

Applicant must be a member of the Georgia Army National Guard.

Must be on-board AGR

Must be 42A / 420A qualified

Open to grades W1 – W4

Enlisted Soldiers who are WOC Candidates, WOC School Graduates or have received proponent approval may also apply. (Appropriate documentation must be submitted with application.)

Must meet HT / WT requirements IAW AR 600-9.

Must have a current ACFT.

Must not be currently flagged or pending any adverse actions.

Non-AGR applicants must be able to serve at least 3 years prior to reaching 18 years active federal service or reaching age 60.

ASVAB:

PUHLES:

Required Security Clearance: Secret (*Section II of Record Brief must show current security clearance. If not, a memo from the State Security Manager certifying you have a favorable background check with no derogatory information on file and that you are eligible for at least an interim clearance.*)

**Note:** *If vacancy is opened to any MOS / AOC / Branch; selectee must become duty position qualified within 12 months of hire date (if applicable). Failure to do so could result in termination from the AGR program. Applicants must meet ASVAB and PUHLES prerequisites to reclass.*

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#### **Application Instructions:**

1. Scan documents into one PDF File in the order listed below
  2. Label PDF document as: Announcement Number, Last Name, First Name (i.e. 23-075, Doe, Jon)
  3. Email PDF file to: [andy.l.tanner.civ@army.mil](mailto:andy.l.tanner.civ@army.mil). Include in Subject Line the announcement number and last name, first name.
  4. AGR, ADOS, OTOT, TECH must Cc their first line leader when submitting application.
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#### **Required Documents:**

1. NGB 34-1 (Version DTD: 20131111): *Must be complete and signed.*
2. Individual Medical Readiness Record (IMR): *Located in AKO, My Medical Readiness, IMR Record.*
3. DA 705 – Test, APR 2022: *Must show current ACFT*
4. DA 5500 / 5501 Body Fat Content Worksheet: *If applicable*
5. Talent Profile: Downloaded from IPPSA
6. DA Form 5016, Retirement Accounting Statement: *Downloaded from IPPSA*
7. OER / NCOER: *Current up to the last 5.*
8. Discrepancy Memo: *Mandatory if applicable to explain any deficiencies in packet. (i.e., missing, incomplete, incorrect documents)*
9. Letters of Recommendation: *Optional. Limited to no more than 3.*

**Note:** *No applications or additions to previously submitted packets will be accepted after the closing date of this announcement. Incomplete packets will be returned without action.*

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#### **If Selected:**

Non-on-board AGR selectees must under-go a Chapter 2 accession physical and be medically cleared before being scheduled for in-processing.

New AGR Soldiers will receive 3-year, initial tour orders. This period will be probationary. Continuation in the AGR program will be based on demonstrated potential and performance.

AGR Soldiers on their initial tour will be stabilized for a period of 18 months (subject to organizational needs).

AGR Soldiers are subject to be assigned anywhere within the boundaries of the State.