



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:** 25-008      **Opening Date:** 19 May 2025      **Closing Date:** 8 Jun 2025

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**Position Title:** Basic Branch OIC

**Authorized Grade:** O3

**Duty MOS / AOC / Branch:** 01A00

**Duty Location:** Recruiting and Retention Battalion w / duty @ Marietta, GA

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### **Application Restrictions**

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

**Must be on-board AGR to apply.**

**Must be O3 to apply.**

**Any Branch may apply.**

**Preferred applicant will have 42B experience.**

Selectee will be required to pass POSTA screening.

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

Must have a current ACFT.

Must not be currently flagged or pending any adverse actions.

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. Soldier Talent Profile (Downloaded from IPPSA): Required MOS / Branch / MILED must be annotated or additional, appropriate documentation must be submitted.
6. NGB Form 23B Retirement Points Statement (RPAM): *Current copy dated within 90 days of vacancy closing date. (Non-Army National Guard applicants will submit a DD 214 or DD 1506 for all periods of active duty.)*
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.*
10. 7 Year Department of Motor Vehicle (DMV) driving record. **Mandatory**

**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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