



SOUTH CAROLINA ARMY NATIONAL GUARD

Office of the Adjutant General
1 National Guard Rd
Columbia, SC 29201



NATIONWIDE

ACTIVE GUARD RESERVE (AGR) - VACANCY ANNOUNCEMENT # 000-15A

OPEN TO: CURRENT ON BOARD (T32) AGR NATIONWIDE

POSITION: REC & RET NCO

UNIT: REC & RET BN

OPEN DATE: 01 July 2015

LOCATION: Various Locations

CLOSE DATE: 31 July 2015

MOS: 00F34 – REC & RET NCO

EARLIEST FILL DATE: TBD

POSITION GRADE: E5/E6

MEMBERSHIP RESTRICTED TO: NA

PULHES: NA

POC: SGM Michael Jenkins (803) 299-4369 or michael.g.jenkins2.mil@mail.mil

MINIMUM ENLISTED QUALIFICATION REQUIREMENTS

1. Must be a qualified Recruiter or be qualified in any other MOS having completed the Special Qualification Identifier 4 course of instruction in order to apply for this position.
2. Selectees will be nominated for position of significant trust and authority (POSTA) and must pass State and NGB level screenings for AGR new hire.
3. Soldier has the option to convert to CMF 79T after 1 year of production recruiting and completion of 79T conversion course.
4. Must meet medical standards IAW AR 40-501, chapters 3 and 4, as appropriate. Must meet Army Physical Fitness standards IAW height/weight standards as prescribed by AR 600-9.
5. **E5 and above are eligible to apply; those above E6 will be administratively reduced to E6 if selected.**
6. Secret clearance is required for this full time position. Individuals must be able to attain an Interim Secret Clearance prior to starting AGR tour for this full-time position. Selectees who require a National Agency Check will have an investigation initiated immediately upon entry into the program. If the results of the investigation are unfavorable or appropriate clearance is not granted, individual's AGR tour will be immediately terminated.
7. Must not be under a current suspension of favorable personnel action (flagged), to include Bar to Reenlistment.
8. The South Carolina National Guard is an Equal Opportunity Employer and all qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.
9. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application, with attachments as defined by this office.
10. Incumbent must be assigned to the military position by para/line as specified by the AGR Staffing Guides.
11. AGR Soldiers will not be reassigned during the first 18 months of their INITIAL tour in SC.
12. Must be, at least 18 years of age but not have reached 55th birthday by closing date of announcement.

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APPLICATION INSTRUCTIONS AND CHECKLIST

Regular mail: SCARNG, Attn: HRO-AGR, 1 National Guard Rd., Columbia, SC 29201 (preferred method)
Hand carry: TAG Bldg, 2nd Floor, HRO-AGR Office, 1 National Guard Rd., Columbia, SC 29201 **Email:** michael.g.jenkins2.mil@mail.mil

DEPLOYED Soldiers can submit packet via email to: michael.g.jenkins2.mil@mail.mil
Applications received after Close of Business on the date of closing will **NOT** be considered. Multiple applications can be mailed together. Please do not send applications through inter-office mail. Failure to submit the minimum documentation will cause your application to be disqualified without consideration for the position. Applications will not be returned.

NAME/RANK: _____ **UNIT:** _____
MDAY / AGR (T32) / TECH / FTNGD / AGR (T10) / Active Component (all branches) (circle)

DO: assemble all documents with this checklist on top in a single neat stack, with single sided white paper in the same order as stated below and bind with a clip

DO NOT: forward packets in any type of a document binder or folder
use card stock, document protectors, staples, tabs or paper clips
use any type of colored paper to separate documents or send double sided images
include letters of recommendation or certificates of achievement



1. ___ **NGB Form 34-1 (version 20131111): digital or hand written signature.** Pay attention to instructions in Section IV and V. If "YES" for #3 or #4, provide police report.
2. ___ Include a **valid email address** on NGB Form 34-1 (*handwritten or typed on top of form*). You will be notified of the board results by the email address provided.
3. ___ **Soldier Record Brief (ERB/ORB)** (certification not required): Updated copy within 180 days of job closing date. Enlisted only: ERB must include ASVAB scores with date of test.
4. ___ **NGB Form 23B Retirement Points Statement (RPAM):** All Army National Guard Soldiers will submit a current copy (dated within 180 days of job closing date). (*See your unit for this document*)
5. ___ **DD Forms 214 /215 / 220:** All ever received. The DD 214/DD 215 must be one of the following copies: #2, #4, #7 or #8 which includes all special additional information.
6. ___ **DA Photo:**
All grades will provide a photograph. A 3/4 length Polaroid or digital photo may be submitted in lieu of an official DA Photo. An exception to policy can be granted by the hiring authority if Soldier has sufficient reason for no/expired photo; contact SGM Jenkins via email for request.
7. ___ **Resumé** (optional): Focus on official military training and civilian experience.
8. ___ **OER/NCOER:** **All** copies ever received to include current (*current is defined as "any evaluation with thru date within 90 days of close date of announcement"*). Missing time between reports or missing rating periods, either in excess of 60 days, need to be explained in a memo.
9. ___ **IMR** (Individual Medical Readiness): Located in *AKO, Self Service, My Medical Readiness*. Must reflect current favorable PHA in accordance with (IAW) AR 40-501, Chapter 3, conducted within 15 months prior to the close date. Any PULHES with a P3 or P4 must be cleared by the Physical Evaluation Board (DA Fm 199).
10. ___ **DA Form 705:** Must include the last 3 calendar years of **all** record APFT's. (AGR-6 tests/M-Day-3 tests). Include a memo to board president explaining each missing APFT. Include a current copy of your DA Fm 3349, if profiled for any event during your current APFT.
11. ___ **Copy** of drivers license front and back.
12. ___ Statement of Understanding for Recruiting and Retention NCO
13. ___ Completed DA Form 7424. (Sensitive Duty Assignment Eligibility Questionnaire)
14. ___ **I have included a memorandum explaining any deficiencies in my packet (if applicable).**

NOTE: Initial items 1-14 indicating completion of requirement (please contact SGM Jenkins @ 803-299-4369 with any questions or concerns). If Soldier is hand carrying packet and expects to arrive after 1600 contact SGM Jenkins.

Recruiting and Retention Battalion (RRB)
Statement of Understanding for Recruiting and Retention NCO

Position of Significant Trust and Authority (POSTA)

I understand I am being nominated for a position of significant trust and authority and I will be conditionally offered this position pending the outcome of State and NGB level screenings. Screenings will be conducted in accordance with ALARACT 188/2014, SUBJECT: HQDA EXORD 193-14 Screening of Sexual Harassment/Assault Response and Prevention Program and others in identified Positions of Significant Trust. Positive screening results and the final acceptance by NGB into a position of significant trust and authority will allow you to enter your initial AGR tour.

SQL 4 Process/79T Conversion

The period of assignment for a Non-Career RRNCO is 36 months, waivable up to 48 months with a recommendation from the Recruiting and Retention Battalion Commander. Individuals that do not complete the 79T conversion course will not have their initial AGR tour extended. A 12 month extension may be approved with concurrence from the Recruiting and Retention Battalion Commander.

Special Duty Assignment Pay (SDAP) and the ARNG Strength Maintenance Badge are authorized for SQL 4 Soldiers.

SQL 4 Soldiers may request conversion to 79T Career RRNCO after one year as a successful production recruiter per NGR 600-200, paragraph 3-11e.

The RRB will board all eligible Soldiers requesting to convert to Primary MOS 79T. The decision to convert to 79T will be based on the Soldiers' demonstrated performance while in SQL 4 status and future potential as a Career RRNCO.

Soldiers who are not selected for conversion to 79T will be notified by the RRB and released from the AGR program by the Human Resources Office (HRO) at the conclusion of their initial AGR tour if not sooner separated for cause. Soldiers may apply for positions outside of RRB once their initial stabilization period of 18 months has expired.

SQL 4 Soldiers may compete for promotion and will attend NCOES in their career progression MOS (normally primary MOS). After conversion to 79T they will only compete in 79T MOS for promotion and will attend NCOES as a 79T.

I have read, understood and agree to position eligibility requirements of a Recruiting and Retention NCO.

Printed Name & Rank

Signature & Date