

ARMY Army National Guard AGR VACANCY ANNOUNCEMENT

DEPARTMENT OF THE ARMY
JOINT FORCE HEADQUARTERS, MISSISSIPPI ARMY NATIONAL GUARD
THE ADJUTANT GENERAL'S OFFICE
POST OFFICE BOX 5027
JACKSON, MISSISSIPPI 39296-5027

ANNOUNCEMENT NUMBER: 24-488

DATE: 08 Jan 25

CLOSING DATE: 22 Jan 25

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
ADMIN/TRAINING NCO, PARA 000 LINE 00, E6, 18D

APPOINTMENT FACTORS:

OFFICER()

WARRANT OFFICER()

ENLISTED(X)

LOCATION OF POSITION:

AUG TDA, 2/20TH SFG (A), JACKSON, MS

WHO MAY APPLY:

Must be or become a member of the Mississippi Army National Guard within the grade(s) of E5 and E6.

AREA OF CONSIDERATION: This position is open to the grades of: E5 to E6. In order to be considered for this position applicants must meet the minimum qualifications as outlined on this announcement along with minimum appointment requirements.

INSTRUCTIONS FOR APPLYING: The documents listed below WILL be submitted "AT A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted in the documents place citing the documents missing with a short explanation necessary to certify the packet as eligible. The FTSMCS system will not allow you to go further without uploading a document in every category. If ASVAB scores reflected on your ERB are not current you must submit your latest ASVAB scoresheet with your application. Any applicants that do not include the new scores and do not meet the minimum score requirements will be disqualified.

!!!!All applicants will utilize the FTSMCS website (CAC Enabled) to apply for and submit applications!!!! The link and instructions are located at the bottom of the Careers page for Mississippi, titled FTSMCS Applicant Instructions. There will be no other avenue of submitting applications unless the system is non functional(ie. down for maintenance). Any issues with your application can be directed to MSG Christopher Gurley at 601-313-6363 christopher.b.gurley.mil@army.mil or SFC Jaime Grammar at 601-313-6341 jaime.l.grammar.mil@army.mil.

1. 34-1

2. Current certified SRB

3. DA form 5500/5501 or Ht Wt statement from current unit CDR

4. NGB Form 23A RPAS Statement

5. Letter from the security manager showing current status

6. DA 705

7. Individual Medical Readiness Record (MEDPROS).

8. Copy of last 3 NCOER's

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 18D

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must meet the Army body fat standards IAW AR 600-9.

2. Must meet the Army medical retention standards in accordance with AR 40-501, Chapter 3.

3. Must not be currently flagged for favorable actions

4. Must have a passing ACFT with DA 705 within the past 14 months.

5. Must be or become 18D qualified within 12 months of assignment.

6. 18D: A minimum score of 107 in aptitude area GT and 98 in aptitude area CO on ASVABtests administered on and after 1 July 2004.(b) A minimum score of 110 in aptitude area GT and 100 in aptitude area CO effective 1 February 2015.

7. Must currently hold a Secret Security Clearance.

BRIEF JOB DESCRIPTION:

Developing and implementing training plans, guidelines, and procedures. This includes preparing training schedules, lesson plans, and evaluation outlines. Ensure training is conducted in accordance with Army doctrine. Developing and maintaining all training records. Operating training systems such as ATRRS. Preparing for monthly unit training meetings and yearly training workshops. Assisting with personnel administration, including scheduling service school attendance and helping soldiers with personnel actions. Advises the commander and unit Soldiers on human resource matters. Preparing correspondence for approval by the commander or higher-level supervisor.

SELECTING SUPERVISOR:

MAJ Shane Medley

CONTACT INFO:

SFC Jaime Grammar

(Com) 601-313-6341

(Email) jaime.l.grammar.mil@army.mil

EQUAL OPPORTUNITY:

The Mississippi National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.