



**STATE OF NEW JERSEY
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
ACTIVE GUARD/RESERVE (AGR)
VACANCY ANNOUNCEMENT**

ARMY AGR VACANCY ANNOUNCEMENT NUMBER: 19-57

POSITION TITLE: Readiness NCO

OPENING DATE: 30 May 2019

CLOSING DATE: 28 June 2019

DUTY STATION: Various National Guard armories in Northern New Jersey. Possible duty locations include Dover, Freehold, Hackettstown, Jersey City, Lawrenceville, Morristown, Newark, Newton, Port Murray, Riverdale, Somerset, Teaneck, West Orange, Westfield and Woodbridge.

MOS: 13 Series

MILITARY GRADE: This announcement is open to personnel in the grade of E5 to E6.

AREA OF CONSIDERATION: Current members of the New Jersey National Guard who possess the Military Grade and Duty MOS listed.

DUTY DESCRIPTION: Advises the commander on training, logistics, personnel and unit mobilization readiness requirements and ensures that the unit maintains comprehensive mobilization plans including vehicle load plans, unit movement plans, convoy clearance requests, and training and personnel requirements; reviews and implements mobilization directives and regulations; obtains all required data and prepares unit readiness reports; monitors the Equipment on Hand (EOH) and the Equipment Readiness (ER) status and keeps the commander informed on these and other issues

ELAHP: This Vacancy Announcement is issued under the New Jersey Army National Guard Entry Level AGR Hiring Plan (ELAHP).

Applicants who meet the basic eligibility requirements will appear before a hiring board and receive a numerical rating based upon the interview, their application, their experience and potential. Applicants meeting the minimum point value for accession into the AGR Program will be ranked on an Order of Merit List (OML). When a vacancy becomes available, the applicant with the highest score will be offered the position. If declined, the vacancy will be offered to the next applicant on the list. Selection Lists will remain active until exhausted or deemed obsolete by the HRO.

Applicants who live more than 50 miles from the duty location of the job offered, may decline the position and remain on the OML, to be offered the next available position. If the applicant lives within the 50 mile radius and declines the position, he/she will be removed from the OML.

Applicants on the OML may be offered interim employment with Active Duty for Special Work (ADSW) funds, Temporary AGR tours, or Temporary Technician status until such time as budget constraints allow for accession as an AGR Soldier. Applicants terminated for cause, or who resign in lieu of disciplinary actions, while performing duty in this interim status will be removed from the OML.

Applicants on the OML are responsible for maintaining their basic eligibility for accession to the AGR Program. This includes maintaining passing scores on subsequent Army Physical Fitness Tests (APFT), adhering to the weight standards of AR 600-9, maintaining a civilian driver's license and a current Physical Health Assessment. Failure to maintain standards causes delays in AGR accession and may be cause for removal from the OML.



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All applicants must have a Secret Security Clearance. Loss of an existing security clearance, or denial of a requested clearance, is grounds for removal from the OML.

Applicants who have received a Letter of Reprimand, Article 15, involuntary reduction, or voluntary reduction, or resignation from employment, in lieu of other disciplinary actions, within the past 36 months, are not eligible for accession under ELAHP and will be removed from the OML. An applicant's failure to disclose these actions, prior to accessioning, will be grounds for removal for cause, when discovered.

Applicants who are terminated from any previous employment for cause, within the past 36 months prior to accessioning, are not eligible for accession under ELAHP and will be removed from the OML. An applicant's failure to disclose a previous termination, prior to accessioning, will be grounds for removal for cause when discovered.

**** BE ADVISED THAT ACCEPTANCE OF THIS AGR TOUR YOU MAY RESULT IN FUTURE AND/OR UNEXPECTED OUT OF STATE PCS TOURS THAT CAN BE UP TO ONE YEAR OR LONGER.****

EQUAL OPPORTUNITY: Equal evaluation, consideration and treatment based upon merit, fitness and capability irrespective of race, color, religion, gender, sexual orientation or national origin.

REQUIRED SECURITY CLEARANCE: Applicants must have or be eligible to receive a SECRET Clearance. Failure to acquire a clearance is grounds for termination from the AGR Program.

HOW TO APPLY: Follow the steps below:

1. Ensure that you meet the Basic Eligibility Requirements. (See below)
2. Complete the AGR Reassignment Opportunity Application Packet Checklist. (Pg. 4)
3. The J1-AGR Branch will not accept mailed or hand carried packets. Submit your application packet by Email. In the subject line please type: J1-HRO, the reassignment opportunity number and your last name. Email your packet in a single PDF document to the following address:
nj.njarnq.mbx.nj-job-submission@mail.mil
4. Your application packet must be received prior to midnight EST on the closing date.

POINT OF CONTACT: J1-AGR Branch Phone: (609) 562-0208 or (609) 562-0905
Email: nj.njarnq.mbx.nj-job-submission@mail.mil



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GENERAL ELIGIBILITY REQUIREMENTS:

1. Applicant must meet the entry requirements of AR 135-18.
2. Applicant must meet the medical qualifications of AR 40-51.
3. Applicant must have a current Physical Health Assessment (PHA) on file.
4. Applicants transferring between States or entering AGR from Active Duty status without a break in service must have a current PHA.
5. Applicant must be certified drug free.
6. Applicant must have been tested for HIV within the past 24 months.
7. Applicant must meet physical standards of AR 600-9.
8. Applicant must not be under suspension of favorable personnel actions.
9. Applicants in grade E5 with more than 13 years of Active Service are not eligible.
10. Applicants must be at least 18 years of age and not more than 55 years old.
11. Applicant must not be entitled to receive Federal Military Retired Pay.
12. Applicant must be able to serve at least 3 years on Active Duty.
13. Applicants who have 15 or more years of Active Duty Service require a waiver from NGB prior to accession to the AGR Program.
14. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from the date of REFRAD.
15. Applicants who have voluntarily separated from the AGR program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR program, are not eligible to re-enter the program.



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AGR VACANCY CHECKLIST

I, _____, confirm that the following items have been provided in my AGR Vacancy Opportunity Application Packet.

_____ 1. NGB Form 34-1, Application for AGR Position. On a separate sheet fully explaining any "Yes" answers to any questions in Section IV. Make sure that you enter the Vacancy Announcement number and job title on your NGB Form 34-1. Sign and date your NGB Form 34-1. Ensure that all entries are legible and completed fully.

_____ 2. Enlisted Record Brief (ERB) certified within the past 30 days.

_____ 3. Current NGB Form 23-B (Retirement Points History Statement).

_____ 4. Individual Medical Readiness Form (Physical Health Assessment date must be within 12 months). Log into AKO, Self Service Tab, My Medical Readiness, click the MEDPROS picture and it will direct you to the MEDPROS link. Click IMR Record under Forms.

_____ 5. Official DA photograph or a snapshot of you in ASU uniform from head to jacket hem.

_____ 6. Screenshot of Digital Training Management System (DTMS) of the APFT taken within the past 6 months (See Readiness NCO). Provide a copy of your DA 5500/5501 if applicable.

_____ 7. Last 5 NCOER. Personnel who do not have 5 NCOER, must submit a memorandum explaining the circumstances. Newly promoted Soldier must submit a letters of recommendation from his/her military leadership. Letters of recommendation must be dated within 3 months of the Vacancy Opportunity.

_____ 8. All DD Forms 214, substantiating every period of Active Duty Service. This includes Basic Combat Training (BCT) and Advanced Individual Training (AIT).

_____ 9. JPAS Statement (Evidence of Security Clearance).

_____ 10. Photocopy of your current, valid civilian motor vehicle driver's license. All data must be readable. Individuals with suspended driving privileges are not eligible to apply.

_____ 11. All documents supporting your qualification. This includes resume, civilian job evaluations and school transcripts.

_____ 12. Contact Info. On a separate sheet of paper, provide your civilian and military email addresses and the best contact telephone number. This information will be used to contact you for an interview. Your email address will also be used to transmit your selection/non-selection letter.

Applicant Signature: _____

APPLICATIONS DETERMINED TO BE INCOMPLETE, INCORRECT OR INSUFFICIENT UPON INITIAL REVIEW WILL BE RETURNED WITHOUT FURTHER CONSIDERATION.

POINT OF CONTACT: J1-AGR Branch at (609) 562-0208 or (609) 562-0905.