



# DISTRICT OF COLUMBIA ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

**ANNOUNCEMENT #:** 26-006

**\*\*All individuals eligible for entry into the DCARNG (Nationwide Announcement)\*\***

<b>Position:</b> First Sergeant  W7LXAA POSN# 03171491	<b>Minimum Rank/Grade:</b>  <b>SFC/E7</b>	<b>Maximum Rank/Grade:</b>  <b>1SG/E8</b>	
<b>MOS/AOC:</b>  74D	<b>Unit/Location:</b>  33rd Civil Support Team - WMD 2001 E. Capitol St SE Washington, DC 20003	<b>Opening Date:</b>  <b>05 FEB 26</b>	<b>Closing Date:</b>  <b>05 MAR 26</b>

## DUTIES AND RESPONSIBILITIES:

Will perform duties as unit First Sergeant (1SG), the senior Non-Commissioned Officer and enlisted advisor, responsible for all enlisted personnel actions and activities as well as standards, command policies, morale, good order and discipline; the 1SG will report directly to the Commander for guidance, counsel and recommendations on all unit issues. Supervises all aspects of safety, accountability, health and welfare of the team. Assists the Commander and Deputy Commander with operational control as well as planning/coordinating future operations; ensures training goals are met to Commander's intent, and provides guidance on unit OPTEMPO and readiness while deployed or in garrison. Responsible for facility maintenance and upkeep, conducting periodic equipment inspections for accountability and operational readiness, monitoring all unit personnel status, and advising Commander on both enlisted and officer actions. Will act as key custodian, vehicle dispatcher, unit retention NCO, Non-Commissioned Officer Development Program (NCODP) manager and other duties as needed. Must have working knowledge of DTS, DTMS, IPPS-A, GCSS-A, MARRS, Commanders Medical Portal, and Microsoft Office. Performs additional duties as required.

## Mandatory Requirements and Skills at Time of Application:

1. Must not be under current suspension of favorable personnel actions, or have reason to be under current suspension of favorable personnel actions.
2. Must be able to complete the Military Educational requirements commensurate with their military grade, per AR 135-18, Table 2-1, NGR 600-5, Table 2-1, and applicable regulations.
3. Must possess MOS 74D to apply.
4. Must be able to retain a SECRET security clearance.
5. Must possess a valid State driver's license or be able to obtain one within 90 days of AGR tour start date.
6. Must be able to pass a Physical Fitness Test, Ht/Wt screening, and Personal Protective Equipment test (IAW DA PAM 40-8) administered by the 33rd CST within 30 days of AGR tour start date.
7. Must have a minimum of two years CST experience.
8. E7s must be on a current EPS List and on any state's Best Qualified List
9. Must have minimum 13 years Active Federal Service

**Documents from Applicant in Addition to AGR Application Checklist (Page 4):**

1. Formal explanation for any discrepancy listed in your official military records. Must be in memorandum format IAW AR 25-50, For the President of the Selection Board. Cannot be for a "bad" NCOER.

**OPTIONAL DOCUMENTS THAT MAY BE SUBMITTED:**

1. Copy of any Certificate of Training that is not listed on ERB.
2. Copy of special skill certification or license that is pertinent to the position.
3. Recommendation letters from current or previous employers, commanders, organizations etc. Maximum of 2.
4. Documentation of experience, degree (major or minor), and / or certification in the disciplines of Chemistry, Biology Physics or other Science fields.

**PREFERRED APPLICANTS WILL POSSESS THE FOLLOWING SKILLS/ATTRIBUTES:**

1. Formal experience, degree (major or minor), and / or certification in the disciplines of Chemistry, Biology Physics or other Science fields. Documentation should be included with the application and suitability will be determined based on the mission of the Civil Support Team.
2. Completion of FEMA ICS 100, 200, 300, 400, 700, 800
3. Completion of CWA/BWA course
4. CST Confined Space/Collapsed Structure
5. Hazardous Materials Technician Qualification
6. Army Fitness Test score of 460 or higher

**SPECIAL INSTRUCTIONS:**

1. Current T32 or T10 AGR/OTOT/ADOS Soldiers must separate from their current orders and start an initial tour with the DCARNG T32 AGR program, if selected.
2. Applicants will have their medical records screened by the 33RD CST Physician Assistant prior to selection.
3. Selectee must complete a physical examination IAW NGB J39 Procedural Guidance Chapter 9 paragraph 3 before completion of the hiring process. HAZMAT Technician certification requires that each individual on the WMD-CST maintains the minimum medical standards noted throughout their duty assignment.
4. Selectee must undergo urinalysis drug screen testing upon entry on active duty, and periodic testing while assigned to WMD-CST duty. The WMD-CSTS are included in the testing rotation under the local Alcohol and Drug Abuse Prevention Control (ADAPC) program.
5. Selectee must uphold the highest standards of conduct and personal appearance.
6. Selectee must ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. This employment must not impact the unit mission accomplishment or unit readiness.
7. Selectee must successfully complete Civil Support Skills Course (CSSC) and agree to minimum three-year Active Service Obligation (ASO) on the WMD-CST after completion of CSSC.
8. The WMD-CST mission often requires irregular work hours, to include weekends and holidays.
9. If selected the member must reside within fifty (50) miles of the CST Ready Building (currently, the D.C. Armory) within 90 days of completion of CSSC.

**EQUAL EMPLOYMENT OPPORTUNITY:** All applicants will receive consideration without regard to age, race, color, national origin, creed, religion, politics, marital status, membership/non-membership in an employee organization, or other non-merit reasons not interfering with membership in the Army National Guard or performance of required duties.

**POSITIONS OF SIGNIFICANT TRUST (POST):** In accordance with DA EXORD 193-14 & NGB SMOM 15-017, all Soldiers hired into sensitive duty positions are required to have favorable POSTscreening. Soldiers not meeting this requirement will not be hired into AGR status.

**PAY AND ALLOWANCES/MAJOR BENEFITS:** AGR personnel receive base pay, subsistence (BAS), quarter's allowance (BAH), Variable Housing Allowance (VHA), applicable uniform allowances, full medical care in military facilities, and partial medical care and TRICARE benefits for dependents.

**ADDITIONAL INFORMATION:** Restoration rights for federal employees accepting AGR tours will be in accordance with applicable federal personnel regulations. Personnel in a bonus program should refer to applicable FY SRIP to determine if continuation in SRIP/SLRP is permitted prior to entry on AGR status. AGR personnel are subject the Uniform Code of Military Justice.

## **How to Apply**

The forms and documents listed on the application checklist must be submitted as **ONE** .pdf file (**do not** submit as PDF Portfolio) through email. Applications and Checklist must be received in the AGR Office no later than 1630 hours (Eastern) on the closing date of the announcement.

1. Email AGR Applications To: [ngdcAGRbranch@army.mil](mailto:ngdcAGRbranch@army.mil)
2. The AGR Management team will provide notification that your application has been received.

Applicant's rank/name:

Applicant's Email:

Applicant Status:

T32  T10  AGR  ADOS  M-Day

#### AGR APPLICATION CHECKLIST

\_\_\_\_\_ **1.NGB Form 34-1 AGR Application**, can be found under Career Resources at <https://www.ngbpmc.ng.mil/Forms/NGB-Forms/> (Include e-mail address at the top 1st page of NGB Form 34-1 and signature on pg 3)

\_\_\_\_\_ **2.Certified Board Selection ERB/ORB.** Within 30 days - must include applicable MOS or AOC and ASVAB Scores.

\_\_\_\_\_ **3.Individual Medical Readiness Record.** Must include current Periodic Health Assessment date and PULHES. PHA must be current within 12 months.

\_\_\_\_\_ **4. DA Form 3349 Physical Profile (If Applicable).** No temporary profiles are accepted except pertaining to pregnancy.

\_\_\_\_\_ **5. DA 5500/ DA 5501 (If Applicable)**

\_\_\_\_\_ **6. Last AFT for record within the past 6 months.** Either DA 705 with digital signatures or ITR (Individual Training Record) report out of DTMS (Digital Training Management System) \*PPOM 22-23 requires passing AFT within 6 months as of 1 April 2023.

\_\_\_\_\_ **7.DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 5 copies.** SPC/E4 or a newly promoted SGT or LT (Doesn't have 3 NCOERs/ OERs), will need a letter of recommendation from Unit Commander or BN AO within 6 months of closing of announcement.

\_\_\_\_\_ **8. All DD Form 214's and DD Form 215's** (must have items 23-30 included)

\_\_\_\_\_ **9. NGB Form 23/23b/DA 5016** (Current National Guard Soldier) Retirements Points History Statement (RPAM) (Must be within 30 days of announcement closing)

\_\_\_\_\_ **10. Security Clearance Memo.** Must have a final Security Clearance Verification. Memo from a Security Clearance Manager must be dated within 90 days from date of announcement. NO JPAS printouts.

\_\_\_\_\_ **11. OPAT Scorecard (DA Form 7888)** (Applicable if current PMOS is in a lower physical category than advertised MOS)

\_\_\_\_\_ **12. DA Form 4836/ Oath of Extension of Enlistment or Reenlistment (Required for Enlisted)**  
(Applicants must have a minimum of three years on their current contract before HRO will cut AGR/OTOT orders).

**NOTE: PLACE THE JOB ANNOUNCEMENT AS PAGE 1** - ensure that all required documents (As Applicable) on the checklist are included with your application in the listed order above. Applications that have been returned for correction will need to resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered. **It is mandatory that all SMs have a minimum of three years on their current ETS (or required time to cover a OTOT) in order for HRO to produce AGR orders and to complete an AGR Initial Tour.**

Evaluation Process: Applicants will be evaluated solely on the information supplied in application documents outlined above. Interview responses will also be considered when applicable. **Incomplete applications will not be considered.** It is the responsibility of the applicant to contact POCs identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates.