

DISTRICT OF COLUMBIA ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



ANNOUNCEMENT #: 26-054

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

Position: 372nd MP BN S-4 OIC Position # 03068830/10151448		Minimum Rank/Grade: O2/1LT	Maximum Rank/Grade: O3/CPT
MOS/AOC: 31A/ 90A	Unit/Location: DC National Guard Armory 2001 East Capitol St SE Washington, DC 20003	Opening Date: 24 June 2026	Closing Date: 23 July 2026

DUTIES AND RESPONSIBILITIES:

- The 372nd Military Police Battalion is searching for a highly motivated junior officer to lead their logistics section -

- Performs technical, managerial, and executive phases of staff functions. Maintains accountability for the proper obligation and expenditure of Battalion funds and for the safeguarding of Federal property for the 372d Military Police Battalion (372d MP BN).
- Directs, manages, executes and determines the final disposition on the use and control of 372d MP BN resource service support, coordination requirements for the Company's. These include, but are not limited to, supply, logistics, transportation, fiscal, procurement planning, real property, and data processing.
- Oversees battalion maintenance program in accordance with AR 750-1 in managing scheduled maintenance plans, and equipment readiness status. Identifies overall resource requirements, establishes policies, and furnishes advice and assistance to units and the Battalion Commander to ensure that Battalion funds and property are used and accounted for in conformance with applicable statutes and regulations, as directed by the Department of the Army (DA) and the National Guard Bureau (NGB).
- Consults and coordinates with 372d MP BN Leaders & Staff, 260th Special Purpose Brigade, ARNG G4, program managers and resource advisors, for the purpose of correlating and integrating the DCNG's overall requirements for Battalion resources support. Consultation and coordination include attending and initiating meetings and conferences at the Battalion, Brigade, and JFHQ State, Installation, and local level. Ensures that overall plans consider lead times, costs, legal and regulatory requirements, and other matters associated with Federal resources' support.
- Coordinates with major commands and installations such as, CFMO, the U.S. Army Corps of Engineers, Defense Finance and Accounting Service Centers (DFAS), Army wholesale supply systems, the Defense Logistics Agency, the General Services Administration, and other Federal and Washington, D.C., agencies, as required, to obtain, manage and account for resources required in support of unit readiness, and other Federal and DC missions authorized Federal support.

Mandatory Requirements and Skills at Time of Application:

1. Must have a minimum security clearance of SECRET
2. Must be qualified in either 31A or 90A at time of application.
3. Must possess a valid State driver's license.
4. Must be able to pass an Army Fitness Test and HT/WT screening within 30 days of start date.
5. Only O2 or O3 may apply.

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” OER/NCOER.
2. Civilian Resume

OPTIONAL DOCUMENTS THAT MAY BE SUBMITTED:

1. Copy of any Certificate of Training that is not listed on Soldier Talent Profile.
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.

PREFERRED APPLICANTS WILL POSSESS THE FOLLOWING SKILLS/ATTRIBUTES:

1. Expertise in GCSS-Army, FMSWeb, LIW, Vantage Point, and DST

SPECIAL INSTRUCTIONS:

1. Must not be under current suspension of favorable personnel actions, or have reason to be under current suspension of favorable personnel actions.
2. Officers qualified as 90A will be assigned to a 90A position within the 260th Special Purpose Brigade with duties as S-4 OIC in the 372nd MP BN.

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
2. The AGR Management team will provide notification that your application has been received

(Application Contents on Page 4)

Applicant Rank/Name:

Applicant email:

Applicant Status: AGR T32 AGR T10 ADOS T10/T32 Mday - Traditional SM

AGR APPLICATION CHECKLIST

(check all applicable boxes)

- ____ 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. **Screenshot of Soldier Talent Profile**. 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 ATIS (Army Training Information System) <https://atis.army.mil>.
- ____ 7. **DA Form 2166-8 NCOER / DA Form 67-8/9 OERs** – last 5 copies. SPC/E4 or a newly promoted SGT or 1LT (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. **DA 5016** (Current National Guard Soldier) via IPPS A (Must be pulled in last 30 days from closing of an announcement.)
- ____ 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).
- ____ 13. **Include a copy of your current orders (If Applicable)**

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 an 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.