**Alaska National Guard**  
**Active Guard Reserve (AGR)**  
**Position Announcement #**  
**OTOT 18-01**  
https://dmva.alaska.gov/employment/

<table>
<thead>
<tr>
<th>POSITION TITLE:</th>
<th>AFSC or MOS</th>
<th>OPEN DATE:</th>
<th>CLOSE DATE:</th>
</tr>
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<tbody>
<tr>
<td>1SG / First Sergeant (OTOT)</td>
<td>31B5O (Any MOS)</td>
<td>5 Sep 2018</td>
<td>4 Oct 2018</td>
</tr>
</tbody>
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<tr>
<th>UNIT OF ACTIVITY/DUTY LOCATION:</th>
<th>GRADE REQUIREMENT:</th>
</tr>
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| A COMPANY, 49TH MISSILE DEFENSE BN, FORT GREELY, ALASKA | Min: E7(P)  
Max: E8 |

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<thead>
<tr>
<th>SELECTING SUPERVISOR:</th>
<th>Paragraph/Line#</th>
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<tr>
<td>CSM Michael Grunst</td>
<td>201/03</td>
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**AREAS OF CONSIDERATION**

Zone 2: Alaska Army National Guard Members (M-day/Any MOS)  
*Current AKARNG AGRs are not eligible for this announcement and must apply for AKARNG 18-55*

Zone 4: Nationwide (Military members eligible for membership in the Alaska Army National Guard) (AGR and M-Day/Any MOS)  
*This is a dual announcement for one position, the other announcement is AKARNG 18-55, and only one candidate will be selected*  
*AGRs from other states will submit a memorandum from your state’s TAG or designee (HRO) stating that you will have a duty position to transfer into upon completion of your 3 year OTOT tour.*

**MAJOR DUTIES MAY INCLUDE**

ARMY GUARD: Refer to attached pages for more info on the duties for this MOS link: Smartbook usacac.army.mil/cac2/Retention/mos%20book.doc

**INITIAL ELIGIBILITY CRITERIA**

- Security Clearance – Must Hold Secret  
- Applicants must be E-8 or eligible for promotion to MSG/E-8 and appointment to 1SG.  
- Must become 31B MOSQ within 1 year of appointment/hiring.  
- A physical demands rating of moderately heavy.  
- A physical profile of 222221 and Red/green color discrimination.  
- Qualifying scores.  
  (a) A minimum score of 95 in aptitude area ST in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.  
  (b) A minimum score of 92 in aptitude area ST on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.  
  (c) A minimum score of 91 in aptitude area ST on ASVAB tests administered on and after 1 July 2004.  
- Meets all requirements for Personnel Reliability Program (PRP) qualifications.  
- Must possess a valid state motor vehicle operator license.  
- No objection to performing security duties in the vicinity of nuclear or chemical munitions stored or staged for military use.  
- No record of more than 15 days lost under section 972-10-USC.  
- No information in Provost Marshal Office, Intelligence Office, Military Personnel Record Jacket (MPRJ) or medical records which would prevent the granting of a security clearance under AR 380-67.  
- No record of pre-trial intervention or conviction by military or civil court of the following: (see attached link usacac.army.mil/cac2/Retention/mos%20book.doc

This opportunity is open to all Army National Guard enlisted Soldiers who qualify for a One-Time Occasional Tour (OTOT). The successful applicant is required to execute a “Certificate of Agreement and Understanding OTOT” prior to accepting this tour. Continuation beyond designated date is not authorized. Upon completion of this tour, the applicant will return to a traditional status.  
-Must be able to serve 36 months in duty position.

**PREFERED QUALIFICATIONS**

In addition to the initial eligibility criteria and required forms listed application procedures, the following are preferred qualifications:

- Member of AKARNG.  
- Holds 31B MOS.  
- Currently E-8.  
- Available for immediate assignment.  
- Available to PCS within 30 days of accepting position.
There is a three year mandatory active service obligation for accepting a position at this location and it must be completed while on active status. If selected for this position, approval of Command Sponsorship through the Exceptional Family Member Program (EFMP) evaluation is required. This is an OTOT authorization temporarily allocated to work for the 49th Missile Defense BN located at FT. Greely Alaska. This is a dual announcement for one position, the other announcement is AKARNG 18-55, and only one candidate will be selected.

INSTRUCTIONS FOR APPLICANTS

Must be a current member of or eligible to become a member of the Alaska Army National Guard for a 3 year 1SG appointment. Must not be under a current suspension of favorable personnel actions. Must not be a candidate for an elective office, hold a civil office, or are engaged in partisan political activities. Applicants must be able to complete three years of service in the position prior to the date of mandatory removal (MRD). Individuals who voluntarily resign from the AGR program in lieu of mandatory or involuntary separation action are not eligible to reenter the program without an NGB waiver. Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities. An applicant’s military grade cannot exceed the maximum military authorized grade on the UMR for the position. Acceptance of demotion must be in writing and included in the assignment application package. Application Package will not be forwarded without statement. Soldiers must not reach 18 years of active service as a result of the OTOT unless a waiver has been approved by the ARNG Policy Division, AGR/Mobilization Branch, ARNG-HRH-M.

"IMPORTANT NOTE: If you are a current AGR Soldier and not a member of the AKARNG, you will REFRAID from your state’s AGR program in order to be accessed into the AKARNG upon acceptance of this 1SG appointment. Upon completion of your 3 year OTOT tour with the AKARNG, you will REFRAID from the AKARNG, and PCS back to your original state. You will not be accessed back into your state’s AGR program if you do not have a memorandum for record with your state’s TAG approval (or equivalent) stating that you will have a position to come back to."

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to ng.ak.akarng.mbx.hro-agr@mail.mil. Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Complete applications must be received in HRO-AGR office no later than 2359 of the closing date. Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for but the complete application package must include all documents listed below. Items 2-7 are required by the Human Resource Office to determine qualifications. If the requested documents are not submitted, a letter of explanation must be included. Incomplete packages will not be considered for the position vacancy.

Packet must be in the following order:

1. Biographical sketch IAW NGR 600-200 31 July 2009 Figure G-3.
2. NGB Form 34-1 dated Nov 2013 (Application for AGR Position) link: http://dmva.alaska.gov/employment.htm
3. Last five Noncommissioned Officer Evaluation Report (NCOER).
5. Current DA photograph taken within the last 24 months.
6. Current DA Form 705 (APFT) May 2010. If applicable, submit body fat measurement on DA Form 5500-R (Males) or 5501-R (Females). All must be signed by either a unit Readiness NCO, First Sergeant, or Commander.
7. Individual Medical Readiness (IMR) Report from MEDPROS with last Physical Health Assessment (PHA) within 12 months. "It is important that you print the report, not the webpage screen.
8. Statement of all active service performed. The following documents are acceptable: NGB 23B, AHRC 249-E, DD 220, DD 214 and any accompanying DD215 as applicable.
9. Memorandum for record with your state’s TAG approval (or equivalent) that you will have a duty position to transfer into upon completion of your 3 year OTOT tour.

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into ONE single PDF. PDF File Name should be: Position Announcement Number, Last name, First name, Grade. Example: OTOT 18-01 Doe, Jane E8. Email Subject should be: Position Announcement Number. Example: OTOT 18-01. Email Application Package to ng.ak.akarng.mbx.hro-agr@mail.mil. Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Complete applications must be received in HRO-AGR office no later than 2359 of the closing date. Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for but the complete application package must include all documents listed below. Items 2-7 are required by the Human Resource Office to determine qualifications. If the requested documents are not submitted, a letter of explanation must be included. Incomplete packages will not be considered for the position vacancy.

QUESTIONS:

To verify receipt of application, you may call
(907) 428-6459 (DSN 317-384-4459)
(907) 428-6455 (DSN 317-384-4455)
(907) 428-6472 (DSN 317-384-4472)

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board. Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer (HRO) approves the selection package, the HRO office will send a notification letter to all applicants of their selection/non-selection. The selection of an applicant is not final until the individual has been notified by the HRO-AGR. After the selecting supervisor makes a selection, the “routing” of the selection package begins and ends with HRO.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.