



Delaware Army National Guard Active Guard Reserve (AGR) Position Vacancy Announcement

SECTION I: ADMINISTRATIVE				
Authority: Title 32 USC 502(f), AR 135-18, NGR 600-5				
Position Title		Vacancy Number		Open Date
Property Book Officer (PBO)		07-AR-23		26 JAN 2023
Close Date				
09 FEB 2023				
BRANCH	MIL PARA/LIN	IPPS-A POS#	FTM PARA/LIN	Minimum Grade: E5/SGT
920A	104/05	0513146	200N/01	Maximum Grade: WO4/CW4
Military Full-Time Duty Location				
WQJAAA, 261st Signal Brigade, 103 Artisan Drive, Smyrna, Delaware, 19977				
AGR BRANCH CONTACT INFORMATION				
Email: NG.DE.DEARNG.MBX.HRO-AGR@ARMY.MIL			Phone: (302) 326-7476 or (302) 362-7474	
SECTION II: AREA OF CONSIDERATION				
Zone 1 Restricted Statewide (On-Board DEARNG Active Guard Reserve (AGR) Soldiers Only)				
Zone 2 Unrestricted Statewide (DEARNG AGR & Traditional Soldiers)				
Zone 3 Nationwide (DEARNG AGR/Traditional Soldiers & those eligible to become a DEARNG member)				
SECTION III: DUTIES AND RESPONSIBILITIES OF POSITION				
<p>Serve as the property accounting technician at the Brigade Level. Will perform the duties required for preceding skill levels; serve as the Property Accounting Technician in mid-level management positions; duties performed at the state and lower echelon levels; position requires a level of independence from supervision; serve as the assistant Division Property Accountability Officer and provides internal and external training and technical advice to junior Property Accounting Technicians. Serve as the most senior Property Accounting Technician technical advisor/analyses to commanders dealing in such complex areas as: force modernization, personnel management logistical support analysis, integrated logistics support, project management development/analysis, logistics management and systems development. Also supervises the technical aspects of unit property book records per AR 710-2; performs in both manual and automated property book accounting environments with the related functions associated with accurate property accountability; monitors and performs evaluations of subordinate supply operations per Command Supply Discipline Program and AR 710-2; conducts financial inventory accounting as applied to the Army's budgeting system; complies with appropriate regulations, forms and procedures pertaining to property books, hand receipts and other property accounting documents.</p>				
SECTION IV: MINIMUM PROGRAM ENTRY REQUIREMENTS				
<p>For initial entry and subsequent retention in the Full-Time Military Title 32 Section 502(f) Active Guard Reserve (AGR) Program, applicant must meet and maintain the qualifications below and other standard IAW NGR 600-5, AR 135-18, AR 40-501, AR 600-9, AR 600-10, and other regulations</p>				
<p>Must be in Ready Reserve Status:</p> <ul style="list-style-type: none"> • Be a member of the RC of the Army to which the application for entry in the AGR Program is made. • Be at least 18 years of age and less than 55 years of age for initial entry <p>Physical and Medical:</p> <ul style="list-style-type: none"> • Prior to entry to Active Duty in the AGR Program, must be medically certified as drug free and meet standards in AR 600-110 in reference to HIV. • Must meet body composition standards prescribed in AR 600-9 (non-waiverable even with COVID-19) • When appropriate, the Soldier must also meet the medical fitness standards for flying duty per AR 40-501, or the medical fitness standards for miscellaneous purposes per AR 40-501. If physical, upper, lower, hearing, eye, psychiatric numerical indicator of P3 or P4, then the requirements of AR 635-40 must be met prior to accessioning into the AGR Program. • Must be able to perform functional activities, including living in an austere environment, without worsening the medical condition as outlined in AR 635-40 • Have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501 conducted within last 12 months • Must have passed a record Army Physical Fitness Test/Army Combat Fitness Test within the last 6 months (contingent upon COVID-19 guidance) <p>Military Education:</p> <ul style="list-style-type: none"> • Current Warrant Officers must hold a MOS of 920A and if selected, must complete the Warrant Officer Basic Course (WOBC) within 12 months from placement. • Soldiers with a Certificate of Eligibility (COE) are eligible to apply. • Soldiers with an approved Pre-Determination Packet (PDP) for MOS 920A are eligible to apply. <p>Mandatory Separation:</p> <ul style="list-style-type: none"> • Able to complete a three (3) year initial tour prior to the date of mandatory removal from an active status based on age, or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives. <p>Grade and Specialty:</p> <ul style="list-style-type: none"> • Must possess the grade equal to or below that authorized for the AGR Duty position. • Must possess the branch area of concentration (AOC) commensurate with the AGR duty position. <p>Reenlistment or Extension:</p> <ul style="list-style-type: none"> • If and enlisted Soldier, must be eligible for reenlistment or extension per NGR 600-200 (ARNGUS) or AR 140-111 (USAR)'s provisions pertaining to AGR Soldiers. Selected individuals must extend their ETS for a period equal to the initial AGR tour. <p>Security Clearance:</p> <ul style="list-style-type: none"> • Possess the valid security clearance required for the grade, MOS/AOC, and duty position <p>Not be under suspension of favorable personnel actions (flagged) per AR 600-8-2 or barred from reenlistment.</p>				

SECTION V: SIGNIFICANT INFORMATION PERTAINING TO THIS POSITION

- Security Clearance: Must have or be able to obtain the level of security clearance required by applicable regulations and directives but not lower than SECRET and maintain Government Travel Card.
- Driver's License: Must possess state driver's license and be qualified to operate military vehicles that are organic to the unit.
- Soldiers selected for this position that are not 920A qualified will be required to attend WOMOS qualification within 24 months of accession into the AGR Force. Failure to meet this criterion will result in removal from the position unless an exception is granted by the TAAG, Army.
- Approved PDP from proponent or Certificate of Eligibility with PDP from proponent memorandum must be provided with application.
- If Soldier is waiting on WOBC, a screenshot of ATTRS course request/registration with dates are required.

SECTION VI: LENGTH OF TOUR/PROBATIONARY PERIOD

AGR Soldiers will not be promoted into a position other than the one they were hired for nor reassigned during the first 18 months of their initial tour except in the event of mobilization, force structure changes, or command directed reassignments. All AGR Soldiers will be evaluated for their potential for continued active service during their initial (3) year probationary period. During this probationary period, the DEARNG may terminate the individual's employment for any reason. Soldiers who do not achieve an acceptable level of performance may be released IAW NGR 600-4. Soldiers who voluntarily separate from the AGR Program are not eligible to re-enter for one year from date of separation.

SECTION VII: INSTRUCTIONS FOR APPLYING

All applications will be sent to the NG.DE.DEARNG.MBX.HRO-AGR@ARMY.MIL. Failure to submit all required documents as outlined below will result in your application not being considered for employment. A lack of required documentation requires the applicant to submit written justification to certify the eligibility.

- **DNG AGR Application Packet Checklist**
- **AGR Vacancy Announcement** (This form)
- **NGB Form 34-1** (Application for Active Guard/Reserve (AGR) Position)
- **DNG Applicant Point-of-Contact Data Form**
- **State Driver's License** (valid & unexpired) & **Military Driver's License** (if applicable)
- **Individual Medical Readiness (IMR) Record** The IMR must be dated within the last 12 months to be valid
- **Current Physical profiles** (DA Form 3349) for medical and physical limitations (If applicable)
- **Certified Officer/Enlisted Record Brief** (ORB/ERB)
- **Statement of all active service performed:**
 - **NGB Form 23B** Retirement Points Accounting Management (RPAM) Statement Army National Guard Retirement Points History Statement). For other services, equivalent retirement point's statement will be accepted.
 - **Certificate of Release/Discharge** (DD Form 214, or DD 220's)
 - **DD Form 1506 (Statement of Service).**
- **DA Form 705** (Army Fitness Test Scorecard) Last entry must be dated within 6 months (guidance may vary due to COVID-19) DTMS APFT/ACFT history report and documenting last 3 physical fitness tests.
- **DTMS Weight Control History Report** **passing results within 6 months** and must **remain current** for a minimum of **30 days from date of placement**
- **DA Form 5500-R or DA Form 5501-R** (if applicable) to verify Army Body Composition Program Compliance
- **Security Manager Memorandum** verifying clearance level and date granted
- **OER/NCOER** (E5 and above) Last 3 Officer/Noncommissioned Officer Evaluation Reports
- **Letters of recommendation** (mandatory for E4 or below)
- **Standard Form 181** (Ethnicity and Race verification)
- **Professional Certifications, Resume, or Biographical Sketch** (optional)
- **Certificate of Eligibility (COE)** (if applicable)
- **Approved Pre-Determination Packet (PDP)** from the appropriate branch (required)

SECTION VIII: IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION

- Blank forms can be located on the DEARNG GKO site (<https://states.gkoportal.ng.mil/states/DE/hro/agr/SitePages/Home.aspx>) and the DEARNG Official Website (<https://www.de.ng.mil/join/full-time/>)
- Applications must be typed or printed in legible dark ink, signed and dated. Incomplete application packages (i.e. failure to explain "yes" answers in Section IV on the NGB 34-1) will not be processed for board consideration.
- Applications will be submitted to NG.DE.DEARNG.MBX.HRO-AGR@ARMY.MIL as one (1) scanned/combined PDF attachment **no later than 2359 on the closing date of the announcement.**
- Failure to follow the instructions in this announcement will result in packet disqualification.
- Individuals selected for positions SHOULD NOT quit their current job or enter into any contractual agreements with lending institutions, etc. until AGR orders have been published by the HRO-AG office.
- Any falsification of the eligibility requirements will result in immediate release from the AGR Program

The Delaware National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color and national origin as such all applications for this position will receive equal consideration.