**CATEGORY - 2**

JOINT FORCES TITLE 32 AGR VACANCY ANNOUNCEMENT

DIVISION OF MILITARY & NAVAL AFFAIRS

ATTN: MNHF-AGR

330 OLD NISKAYUNA ROAD

LATHAM, NEW YORK 12110-3514

Army: (518) 786-4722 / DSN: 489-4722

**\*SUBMIT PACKET AS ONE PDF FILE\***

**ANNOUNCEMENT NUMBER**: JB25-073 **Minimum Grade**: E1/PVT

**OPENING DATE**:  28 March 20245 **Maximum Grade**: O2/1LT

**CLOSING DATE**:  11 April 2025 **Number of Positions**: 1

**POSITION TITLE**: Assistant S1/Human Resources Specialist

**PARA-LIN**: N/A

**MOS**:  00F

**\*\*\*\* ONE TIME OCCASIONAL TOUR (OTOT)\*\*\*\***

**THE ESTIMATED ACTIVE DUTY PERIOD IS 1 MAY 2025 TO 30 APRIL 2026. OTOT TOURS OF SERVICE ARE SUBJECT TO CHANGE AT ANYTIME DUE TO UNIT MOBILIZATION STATUS, FUNDING OR OTHER UNFORSEEN CIRCUMSTANCES.**

**SALARY**:   Full Military Pay and Allowances, depending on rank and longevity of Soldier.

**UNIT & LOCATION**: HHC 427 BSB, 6900 Thompson Rd, Syracuse, NY 13211

**SELECTING OFFICIAL**:   Selection Board

**CATEGORY OF CONSIDERATION**:   **CATEGORY – 2**

**DEFINITION OF CATEGORIES OF CONSIDERATION**:

Category 1 = Applications accepted ONLY from current AGR members of the NYARNG.

Category 2 = Applications accepted from ALL sources (Traditional, AGR & Prior Service).

**Required Security Clearance: SECRET**

**APPOINTMENT FACTORS**:

- Applicants must meet selection criteria referenced in NGR 600-5 and AR 135-18 as applicable. All applicants must be able to obtain a Secret security clearance within the first 12 months of hiring date.

- Per NGR 600-5 para 3-6, f. (6) all applicants must not reach 18 years of Active Service as a result of OTOT tour.

**APPLICATION INSTRUCTIONS:**

Deployed (OCONUS) Soldiers are only required to submit a completed NGB form 34-1, and any additional documents they have the ability to access/provide. Application packets must be complete with all required documentation when received; packets received without required, completed forms will be returned. Returned application packets will include a cover memo reflecting a list of missing/incomplete documents. Applicants must include the referenced job announcement number and position applied for; all applicable questions must be answered correctly with signature and date included.

Emailed applications must be complete and received prior to the established closing date.

MNHF-AGR **will not** accept paperwork to be added to original packet previously received or accept packets after established closing date. There are **NO EXCEPTIONS** to this policy.

Applicants who submit their packet within the last 48 Hours of announcement closing will not have their application pre-screened for deficiencies. Applications with deficiencies at the time of closure will have their application returned without action.

**Email application to** [ng.ny.nyarng.mbx.army-agr-apps-emo@army.mil](mailto:ng.ny.nyarng.mbx.army-agr-apps-emo@army.mil)

**Announcement number and position title in Subject line of email.**

**Send as ONE PDF File**

**REQUIRED DOCUMENTS:**

- **NGB Form 34-1** (signed)

- **DA Form 705** – Most recent passing ACFT

**- DA 5500/5501 or DTMS Screenshots -** Within 6 months of application submission

- **DD-214** (copy #4) of all previous DD Form 214's (Not required for on board NYARNG AGR personnel; on board AGR personnel will provide a copy of their RPAS/RPAM).

- **NGB Form 22** (as applicable)

- **Selection Board Record Brief**

- NCOER(s)/OER(s): up to 5. Applicants with no NCOERs/OERs, to include E1 and below, must provide a Letter of Recommendation or Memorandum of Good Standing from their current Unit Commander

**Leave accrued in the Reserve Component (ADOS) will not be transferred to you AGR leave balance. All leave must be used or sold prior to onboarding into the AGR program**.

Applications will be accepted from individuals who meet the pre-requisites IAW NGR 600-5 and AR 135-18, and as outlined in this announcement. Soldiers who have previously been removed or resigned, in-lieu-of adverse actions, from any Technician, Active Duty or AGR position are not eligible.

**\*\* Filling this position is dependent on available funding & manpower limitations** \*\*