



**STATE OF NEW JERSEY  
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS  
ACTIVE GUARD/RESERVE (AGR)  
REASSIGNMENT ANNOUNCEMENT**

**ARMY AGR REASSIGNMENT OPPORTUNITY NUMBER: 20-RO-39**

**POSITION TITLE:** Unit Supply NCO

**OPENING DATE:** 11 September 2020

**CLOSING DATE:** 25 September 2020

**DUTY STATION:** D Co 250<sup>th</sup> BSB/102d CAV FSC, Westfield, NJ 07090

**CPMOS:** 92Y

**MILITARY GRADE:** This announcement is open to personnel in the grade of E6.

**AREA OF CONSIDERATION:** Current New Jersey Army National Guard AGR Soldiers who possess the Military Grade and CPMOS listed.

**DUTY DESCRIPTION:** Supervise and/or perform tasks associated with general upkeep and maintenance of Army supplies and equipment. Advise, counsel and assist commander and staff regarding supply matters. Understand, interpret and implement Service, Major command, National Guard and state regulations, policies and precedents covering the full range of supply actions. Tasks include: receive, inspect, inventory, load, unload, segregate, store, issue, deliver and turn in organization supplies and equipment. Prepare all unit/organizational supply documents. Maintain automated supply system for accounting of organizational supplies. Issue/receive small arms. Secure/control weapons and ammunition in security areas. Schedule/perform preventive and organizational maintenance on weapons. Attends all unit training assemblies and performs other duties as assigned.

**\*\*IF SELECTED FOR THIS REASSIGNMENT OPPORTUNITY, YOU WILL INCUR A TWO YEAR SERVICE OBLIGATION TO THIS POSITION AND ARE PRECLUDED FROM BIDDING ON OTHER ANNOUNCEMENTS DURING THAT TIME\*\***

**\*\*BE ADVISED THAT ACCEPTANCE OF THIS AGR TOUR YOU MAY RESULT IN FUTURE AND/OR UNEXPECTED OUT OF STATE PCS TOURS THAT CAN BE UP TO ONE YEAR OR LONGER\*\***

**EQUAL OPPORTUNITY:** Equal evaluation, consideration and treatment based upon merit, fitness and capability irrespective of race, color, religion, gender, sexual orientation or national origin.

**REQUIRED SECURITY CLEARANCE:** Must have a secret clearance.

**GENERAL ELIGIBILITY REQUIREMENTS:**

1. Applicant must meet the grade and MOS requirements of the RO.
2. Applicant must have a current Physical Health Assessment (PHA) within 12 months on file.
3. Soldiers currently under a Suspension of Favorable Personnel Actions (FLAG) are not eligible to apply.



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**HOW TO APPLY:** Follow the steps below

1. Ensure that you meet the Basic Eligibility Requirements. (See below)
2. Complete the AGR Reassignment Opportunity Application Packet Checklist. (Pg. 3)
3. The J1-AGR Branch will not accept mailed or hand carried packets. Submit your application packet by Email. In the subject line please type: J1-HRO, the Reassignment Opportunity number, and your last name. Email your packet in a **single PDF document** to the following address:  
**amanda.r.siegman.mil@mail.mil**
4. Your application packet must be received prior to midnight EST on the closing date.

**POINT OF CONTACT:** J1-AGR Branch Phone: (609) 562-0134  
Email: **amanda.r.siegman.mil@mail.mil**



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**AGR REASSIGNMENT CHECKLIST**

I, \_\_\_\_\_, confirm that the following items have been provided in my AGR Reassignment Opportunity Application Packet.

- \_\_\_\_\_ 1. NGB Form 34-1, Application for AGR Position. On a separate sheet fully explaining any "Yes" answers to any questions in Section IV. Make sure that you enter the Reassignment Announcement number and job title on your NGB Form 34-1. Sign and date your NGB Form 34-1. Ensure that all entries are legible and completed fully.
- \_\_\_\_\_ 2. Enlisted Record Brief (ERB) certified within the past 30 days.
- \_\_\_\_\_ 3. Individual Medical Readiness Form (Physical Health Assessment date must be within 12 months). Log into AKO, Self Service Tab, My Medical Readiness, click the MEDPROS picture and it will direct you to the MEDPROS link. Click IMR Record under Forms.
- \_\_\_\_\_ 4. Official DA photograph or a snapshot of you in ASU uniform from head to jacket hem.
- \_\_\_\_\_ 5. Screenshot of Digital Training Management System (DTMS) of the APFT and HT/WT. Log into AKO, Click on "MT2: MY Training" Tab, Click on "Physical Training" tab in DTMS box, print screen. If AKO is unavailable, provide a screenshot of your DTMS APFT and HT/WT from your Readiness NCO. Provide memorandum for discrepancy. Provide a copy of your DA 5500/5501 if applicable.
- \_\_\_\_\_ 6. Last 3 NCOERs. Personnel who do not have 3 NCOERs must submit a memorandum explaining the circumstances. Newly promoted Soldiers must submit a letters of recommendation from his/her military leadership. Letters of recommendation must be dated within 3 months of the Reassignment Opportunity.
- \_\_\_\_\_ 7. Photocopy of your current, valid civilian motor vehicle driver's license. All data must be readable. Individuals with suspended driving privileges are not eligible to apply.
- \_\_\_\_\_ 8. Must provide a signed memorandum from the AO/Fulltime supervisor stating they are aware of the request for reassignment.
- \_\_\_\_\_ 9. Must have a current Security Clearance. Provide a copy of your JPAS Statement.
- \_\_\_\_\_ 10. All documents supporting your qualification. This includes resume, civilian job evaluations and school transcripts.
- \_\_\_\_\_ 11. Contact Info. On a separate sheet of paper, provide your civilian and military email addresses and the best contact telephone number. This information will be used to contact you for an interview. Your email address will also be used to transmit your selection/non-selection letter.

Applicant Signature: \_\_\_\_\_

**APPLICATIONS DETERMINED TO BE INCOMPLETE, INCORRECT OR INSUFFICIENT UPON INITIAL REVIEW  
WILL BE RETURNED WITHOUT FURTHER CONSIDERATION.**

**POINT OF CONTACT: J1-AGR Branch at (609) 562-0134**