



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

**AMENDMENT**

**ARMY AGR REASSIGNMENT OPPORTUNITY NUMBER: 23-RO-22**

**POSITION TITLE:** Supply Sergeant

**OPENING DATE:** 03 February 2023

**CLOSING DATE:** 16 February 2023

**DUTY STATION:** Co. B 1-114th, 635 Park Ave., Freehold, NJ 07728

**MOS:** 92Y

**MILITARY GRADE:** This announcement is open to personnel in the grade of E5-E6.

**AREA OF CONSIDERATION:** Current New Jersey Army National Guard AGR Soldiers who possess the military grade and duty MOS listed.

**SPECIAL REQUIREMENTS:** Will be scheduled for the Unit Supply NCO Course at PEC within 12 months of reassignment, unless already completed.

**DUTY DESCRIPTION:** Supervise and/or perform tasks associated with general upkeep and maintenance of Army supplies and equipment. Advise, counsel and assist Company Commander, XO and 1SG 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 systems for accounting of organizational supplies. Issue/receive small arms. Secure/control weapons and ammunition in security areas. Schedule/perform preventive and organizational maintenance on all weapons and equipment. Attends all unit training assemblies and performs other duties as assigned.

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

***\*\*BE ADVISED THAT ACCEPTANCE OF THIS AGR TOUR 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:** SECRET



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**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.
4. IAW NGR 600-5, para 4-2, all AGR Soldiers will complete centrally funded PEC courses that correspond with their duty assignment. Courses must be scheduled within 12 months of assignment to duty position.

**HOW TO APPLY:** Follow the steps below. Applicants are strongly encouraged to submit packet as soon as possible to ensure time for quality review at the HRO level. Any errors or discrepancies will be identified and relayed to the applicant in order to resolve discrepancies prior to closing date.

1. Ensure that you meet the General Eligibility Requirements prior to packet submission.
2. NGB Form 34-1 Application for AGR Position: **See page 4 of this announcement**
3. Complete the AGR Reassignment Opportunity Application Packet Checklist. (Pg. 3)
4. 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 (J1-HRO/23-RO-22/Doe). **WE WILL NOT ACCEPT PACKETS THAT ARE ADOBE PORTFOLIOS. THE PDF MUST BE PRINTED AND SCANNED INTO ONE SINGLE DOCUMENT** and forwarded to the following Email: [ng.nj.njarng.list.jfhq-i1-army-agr@army.mil](mailto:ng.nj.njarng.list.jfhq-i1-army-agr@army.mil)
5. Your application packet must be received prior to midnight EST on the closing date: 16 February 2023

**POINT OF CONTACT:** J1-AGR Branch at [ng.nj.njarng.list.jfhq-i1-army-agr@army.mil](mailto:ng.nj.njarng.list.jfhq-i1-army-agr@army.mil). Please put J1-HRO, the Reassignment Opportunity number, and your last name (J1-HRO/23-RO-22/Doe) in subject line of email.



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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. **Please make sure you print the ERB without the DA photo.**

\_\_\_\_\_ 3. Individual Medical Readiness Form (Physical Health Assessment date must be within 12 months). To access MEDPROS go to <https://medpros.mods.army.mil/MEDPROSNew/secure/medical/imr2.aspx>. Click on "Your Individual MEDPROS Record. Under "Forms" click on IMR Record.

\_\_\_\_\_ 4. Screenshot of Digital Training Management System (DTMS) of the current HT/WT. Provide a screenshot of your DTMS HT/WT from your Readiness NCO. Provide memorandum for discrepancy. Provide a copy of your DA 5500/5501 if applicable.

\_\_\_\_\_ 5. Last 3 NCOERs. Personnel who do not have 3 NCOERs must submit a memorandum explaining the circumstances. If submitting letters of recommendation in addition to the required NCOER submission, letters of recommendations must be dated within 3 months of the reassignment opportunity.

\_\_\_\_\_ 6. 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.

\_\_\_\_\_ 7. Must provide a screenshot of an email sent to your Command (Commander and AO) informing them that you will be applying for this position.

\_\_\_\_\_ 8. Must have a current clearance in line with the grade, MOS, and AGR duty position. Provide a Security Clearance Verification Memorandum from your unit DISS Manager or J2 (NACLIC, Secret, etc.).

\_\_\_\_\_ 9. All documents supporting your qualification.

\_\_\_\_\_ 10. Required 365 Microsoft Teams Email Username \_\_\_\_\_.

\_\_\_\_\_ 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 FOR CORRECTION SO LONG AS THE APPLICATION WAS SUBMITTED PRIOR TO DEADLINE. UP TO 24 HOURS MAY BE GIVEN FOR APPLICANTS TO CORRECT THE DEFICIENCIES AND RESUBMISSION. APPLICATIONS SUBMITTED AFTER DEADLINE WILL BE RETURNED WITHOUT ACTION OR CONSIDERATION.**

**POINT OF CONTACT: J1-AGR Branch at [ng.nj.njarnng.list.jfhq-j1-army-agr@mail.mil](mailto:ng.nj.njarnng.list.jfhq-j1-army-agr@mail.mil)**