

CONNECTICUT ARMY NATIONAL GUARD AGR MILITARY VACANCY ANNOUNCEMENT

CONNECTICUT ARMY AND AIR NATIONAL GUARD

HUMAN RESOURCES OFFICE

MIDDLETOWN, CONNECTICUT 06457

ANNOUNCEMENT NUMBER: 25-001

DATE: 03 Jan 25

CLOSING DATE: 17 Jan 25

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:

Information Technician Team Chief, PARA 107 LINE 04, E6, 25B

APPOINTMENT FACTORS:

OFFICER()

WARRANT OFFICER()

ENLISTED(X)

LOCATION OF POSITION:

HHD TASMG, 139 TOWER AVENUE GROTON CT

WHO MAY APPLY:

Must be a current member of the CT Army National Guard within the grade(s) of E4 and E6.

AREA OF CONSIDERATION: This position is open to the grades of: E4 to E6. Individual selected will receive an AGR Tour with the Connecticut Army. In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.

INSTRUCTIONS FOR APPLYING: The documents listed WILL be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the Soldier as eligible. Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.

1. Signed original NGB Form 34-1 dtd 20131111 (Application for Active Guard/Reserve Position). Add primary email address in "Current Home Address Line". Application packet will consist of the following documents IAW AR 135-18 and NGR 600-5.
2. Validated (and current) copy of Selection Board Record Brief (SRB). (Accessible through <https://armgg1.ngb.army.mil/v3/SelfService/CareerCenter/Home.aspx>)
3. Statement of all active service performed. Any of the following documents may be used: NGB Form 23 or 23b(within 12 months of closing date), all DD Form 214s, or DD Form 1506 (Statement of Service).
4. Security Clearance memorandum from State Security Manager Office dated within 60 days from advertisement. Failure to submit current Certificate of Clearance, will result in being ineligible for consideration.
5. DA Form 705 ACFT. Must indicate "GO"
6. Individual Medical Readiness Record (IMR). PHA date must be within 12 months of closing date & HIV test must be within 24 months from closing date of this advertisement. (Accessible through <https://medpros.mods.army.mil/portal>)
7. Copy of valid driver's license.
8. Copy of Security + (Plus) certification.
9. Copy of LAST FIVE (5) NCOERs. In the event you do not have the required five NCOERs due to Time in Service (TIS) and Time in Grade (TIG), Letters of Recommendation (LOR) / DA 1059's / E4 Evaluations must be submitted in the absence of the evaluations, to substantiate a total of FIVE documents. All LOR's must be signed. Missing evaluation periods not due to TIS/TIG must be substantiated with a memorandum addressed to the president of board explaining the missing periods (This memo does not count as one of the 5 required documents).
10. Copy of DA Form 1059 demonstrating required Professional Military Education (PME) qualification for your GRADE. (If you have not attended PME for your grade, you must provide a brief letter/memo with a short explanation.)
11. Copy of favorable DA 5500 or DA 5501 (Body Content Worksheet) dated w/in 12 months. (If not applicable, upload DA 705 with passing ht/wt or memo/document stating it does not apply)

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 25B

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must be an MOS qualified 25B
2. Must have Security + (Plus) certification
3. Must possess a SECRET clearance
4. The maximum grade for selected individual to start an AGR Tour for this position is E6. E7 may apply but must request administrative reduction to E6 prior to starting the AGR tour.. IAW AR 135-18 dated 11 OCT 2019, Table 2-1 rule E.
5. Onboard AGR who are in their initial 18 month stabilization period are not eligible to apply, per AR 600-5 para 3-5c. Onboard AGR applicants (who are eligible) must submit an acknowledgment from their AGR supervisor with their packet.
6. ****PLEASE READ DISCLAIMER:** You, the applicant, are responsible for the completion and turn-in of your application, all contents and attachments. Please ensure that all required documents (as applicable) on the checklist are included with your application. INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE DISQUALIFIED WITHOUT ACTION. Applications and associated documents will not be considered for future vacancy announcements. HRO is not required to review application prior to the closing date on the announcement; hence, it is imperative the application is complete and correct when submitted. DEPLOYED APPLICANTS: If you are deployed, submit a memo stating the following: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address (es).

BRIEF JOB DESCRIPTION:

The primary purpose of this position is to provide customer support to users of supported information management systems. Responsible for assisting customers with the resolution of problems encountered. Identifies the nature of customer problems, to include loss of service, impact to the customer and the customer's

expectations/needs for a resolution. Provides help desk services to customers by serving as a primary point of contact for problem resolution or direct inquiries. The major duties include, but are not limited to: Serves as a technical specialist on all automated systems utilized throughout the state. Receives requests for resolution of hardware or software problems that may require in-depth research. Participates in site surveys in order to verify adequacy of software installation practices and operating environments are compliant with desktop and network security standards, and network operations to ensure customer needs are met. Provides technical assistance to current and potential users so that LAN/WAN and other C4 systems operations have few major disruptions. Installs and maintains hardware devices supporting a broad range of information systems employing multiple network and local operating systems and highly sophisticated client server software.

SELECTING SUPERVISOR:

CONTACT INFO:

SSG Jennifer Donahue

(DSN)

(Com) 860-613-7624

(Email) jennifer.l.donahue12.mil@army.mil

EQUAL OPPORTUNITY:

The Connecticut National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.