

CONNECTICUT ARMY NATIONAL GUARD AGR MILITARY VACANCY ANNOUNCEMENT

CONNECTICUT ARMY AND AIR NATIONAL GUARD

HUMAN RESOURCES OFFICE

MIDDLETOWN, CONNECTICUT 06457

ANNOUNCEMENT NUMBER: 25-022

DATE: 25 Jul 25

CLOSING DATE: 25 Aug 25

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

Senior Property Accounting Technician (PBO), PARA 104 LINE 04, W3, 920A

APPOINTMENT FACTORS:

OFFICER()

WARRANT OFFICER(X)

ENLISTED()

LOCATION OF POSITION:

HHD 1109th 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 W1 and W3, who hold the 920A MOS, or AGR Enlisted who have a QM Proponent approval memo for 920A and a certificate of eligibility (COE) from Warrant Officer Candidate School.

**AREA OF CONSIDERATION:** This position is open to the grades of: W1 to W3. 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. 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).
3. Copy of LAST FIVE (5) NCOERs/OERs. In the event you do not have the required five NCOERs/OERs 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).
4. 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)
5. Security Clearance memorandum from State Security Manager Office dated within 60 days of the closing date of this advertisement. Failure to submit current Certificate of Clearance, will result in being ineligible for consideration.
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. Validated copy of Selection Board Record Brief (SRB). (Accessible through <https://arngg1.ngb.army.mil/v3/SelfService/CareerCenter/Home.aspx>)
8. CTARNG AGR Soldiers ONLY - Letter of Endorsement (LOE) from BDE AO acknowledging AGR Soldier is applying for another AGR position outside their MSC. AGR Soldiers applying for positions within the same MSC need not submit a LOE.
9. DA Form 705 ACFT dated within 12 months. Must indicate "GO"
10. ASVAB Line Scores (acceptable documents include: DD 1966, US MEPCOM, Memorandum. Please do not upload ERB for this requirement)
11. 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.)
12. Copy of Certificate of Eligibility for WOC (if applicable).
13. Copy of QM Proponent approval memo for 920A (if applicable).

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 920A

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must be WO1 to CW3 who hold the 920A MOS, or AGR Enlisted who have a QM Proponent approval memo for 920A and a certificate of eligibility (COE) from Warrant Officer Candidate School.
2. Must have a PULHES 222221 or better.
3. Must possess a SECRET clearance
4. Must complete NGB-prescribed PEC course (ARNG Property Book Accounting Supply) within 6 months of hire. Training at the National Guard Professional Education Center (NGPEC) is a mandatory condition of employment, subject to availability of resources. NGB prescribed courses at NGPEC must be completed within 6 months of assignment to this position. Failure to complete course(s) may result in reassignment or termination of full-time employment unless extenuating circumstances preclude course attendance.
5. You may be required to serve a developmental assignment of up to three years at National Guard Bureau or other location during your AGR career in the Connecticut Army National Guard AGR program.
6. 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.

7. \*\*Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.

8. \*\*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).

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#### **BRIEF JOB DESCRIPTION:**

Serves as the AVCRAD Property Book Officer, responsible to the Facility Supervisor for the management of the unit and regional property book transactions using the Global Combat Support System-Army (GCSS-A). Receives and studies property authorizations and on hand balances to ensure equipment is on hand to support peacetime and wartime missions. Provides planning and organizing of AVCRAD, regional units and Army Support Facilities equipment. Provides assessments of projects and associated resource requirements, estimating and negotiating timescales. Develops supply policies and procedures which reflect Department of Defense, Army, and Defense Contracting Command—regulatory and policy requirements for equipment procurement, authorization, utilization, and disposal. Notifies Logistics Maintenance Officer of major difficulties encountered in the overall property accountability effort. Provides planning and organizing of regional unit new equipment fielding and training, preparing them for their wartime mission.

Maintains 100% property accountability of government property using the Global Combat Support System-Army (GCSS-A). Maintain primary hand receipt holder (PHRH) accounts through proper issue, receipt and transfer of equipment using GCSS-A. As the property administrator: request catalog data, update equipment authorizations, and maintain administrative files. Conducts 100% annual reconciliation of government property with primary hand receipt holders. Conducts monthly sensitive item and semi-annual cyclic inventories. Provides guidance to hand receipt holders in resolving discrepancies discovered during inventories. Prepares Financial Liability Investigation of Property Loss (FLIPL) for Government property lost, damaged or destroyed in accordance with AR 735-5. Provides proactive customer support to all levels inside and outside the command, establishing and maintaining positive working relationship with NGB customers (internal and external), Joint Force Headquarters (JFHQ) Army Aviation and Missile Command (AMCOM) Army Materiel Command (AMC), and other counterparts. Presents concise, accurate, and complete oral and written communications in a timely manner. Participates in Workshops and equipment fielding as required throughout and beyond the supported region.

Prepares for and participates in various readiness evaluations to include Organizational Inspection Program (OIP), the Aviation Resource Management Survey (ARMS) and Unit Status Reporting (USR. Performs supervisory duties as required. Attends all unit training assemblies, additional training assemblies, and annual training periods. Must be able to pass the Army Combat Fitness Test (ACFT) and meet Body Composition standards IAW AR 600-9.

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#### **SELECTING SUPERVISOR:**

##### **CONTACT INFO:**

SFC Nicole Vassallo  
(DSN)  
(Com) 860-613-7624  
(Email) nicole.j.vassallo.mil@army.mil

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#### **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.