



## DEPARTMENTS OF THE ARMY AND AIR FORCE

JOINT FORCE HEADQUARTERS-LOUISIANA  
OFFICE OF THE ADJUTANT GENERAL  
JACKSON BARRACKS  
NEW ORLEANS, LOUISIANA 70117

# STATEWIDE AGR VACANCY ANNOUNCEMENT

NGLA-JPM-HA

1 June 2018

### MEMORANDUM FOR DISTRIBUTION

SUBJECT: AGR Vacancy Announcement No. 101-18, Open to LAARNG AGR Warrant Officers and AGR Enlisted Soldiers with an approved letter of predetermination

OPENS: 1 June 2018 CLOSES: 22 June 2018  
BBID: 4000 128

1. Applications are now being accepted for the following AGR tour under Title 32, Section 502(f), USC. Request for information and/or assistance should be directed to the point of contact listed below.
2. AGR/MTOE Position, Unit and Location: Human Resources Tech, HHC 225<sup>th</sup> ENGR BDE, Pineville, Louisiana
3. Point of Contact: LTC John St. Romain, AO, HHC 225<sup>th</sup> ENGR BDE, Pineville, Louisiana  
Commercial: (318) 290-5692.
4. Length of Tour: Three year initial tour.
5. **Minimum** Grade: WO1 / W1
6. **Maximum** Grade: CW2 / W2
7. Area of Concentration/Functional Area: 420A. Applicant must be a qualified 420A or possess an approved letter of predetermination as a 420A Warrant Officer.
8. Applicant must hold or be able to obtain a SECRET security clearance.
9. Any Soldier selected without having a valid security clearance will be placed on OTOT (One Time Occasional Tour) and will be afforded an opportunity to attain appropriate clearance required. Soldier will be terminated upon receiving notification of his/her inability to acquire mandatory clearance for AGR Full-Time Position.
10. Direct combat probability code applies: No. Male or female may apply.



11. Current LAARNG on board AGR Soldiers must submit memorandum expressing interest in the announced position. Memorandum will be on unit letterhead and **must contain the following information:**

- a. Soldiers full name, grade, social security number, and current duty position and AOC.
- b. Current unit address and phone number.
- c. Current home address and phone number.
- d. Certified copy of SRB.
- e. Copy of current MEDPROS.
- f. Copy of Security Clearance documentation.
- g. Copy of last DA Form 705.
- h. Copy of last three OERs/NCOERs (as applicable).
- i. Official DA photo.

12. LAARNG promotion policies apply together with maximum grade limitations for the position as designated by NGB and appropriate MTOE/TDA.

13. Continuance of tour is subject to satisfactory duty performance and approval of continuation board.

14. Acceptance of this position may result in the loss of contracted incentive(s). For further details, contact the LANG Education Service Officer, LTC Alfred E. Horridge at (504) 278-8532 or [alfred.e.horridge.mil@mail.mil](mailto:alfred.e.horridge.mil@mail.mil).

15. Initial Hire into AGR program is based upon availability of AGR authorizations.

16. NON-AGR applicants who require civil conviction waivers (Applicants who possess civil convictions) must have approved waiver requests prior to closing of the AGR Tour Announcement that the soldier is applying for.

17. NON-AGR Soldiers must meet eligibility requirements and qualifications for initial entry in the AGR program IAW AR 135-18, Table 2-1 and NGR 600-5, Chap. 2-2. Applicants must be medically and physically qualified for Active Duty IAW AR 40-501, Chap. 3 and AR 600-9.

**Applicants must pass Army Physical Fitness Test and meet Army height and weight requirements prior to entry on active duty.**

18. NON-AGR applicants will submit NGB Form 34-1 and support documents listed below.  
**Write your email address on the top of the NGB Form 34-1.**

- a. Current MEDPROS Individual Medical Record with physical date within 5 years or Periodic Health Assessment (PHA) date within 1 year.
- b. DA photo in Army Service Uniform less than 12 months old.
- c. Certified copy of SRB.
- d. Copies of latest 5 OERs/NCOERs (as applicable).
- e. Provide statement of all active service performed.  
(1) NGB Form 23b (RPAS Statement)

- (2) All DD Form 214s
- (3) DD Form 1506 (Statement of Service when 214 or 23 are not available).
- f. Commanders statement that SM is not on weight control program.
- g. Copy of DA Form 705 less than twelve months old.
- h. Copy of Security Clearance Documentation.
- i. If MOSQ, include a DA 1059 certifying completion
- j. Completed DD Form 369, Police Record Check. Form must be completed by Battalion Level Administrative Officer, S1 or Security Manager. **DD 369 must be less than six months old. If applicable, any and all violations must be submitted with dispositions.**
- k. If you are currently deployed, give your current email address and expected time of return.

19. NON-AGR application packages or current AGR Soldiers memorandum must be received at: Gillis Long Center, ATTN: NGLA-JPM-HA, SSG LaQuanna Blanchard, 5445 Point Clair Rd, Carville, LA 70721 or scanned to [ng.la.laarng.mbx.agr-branch@mail.mil](mailto:ng.la.laarng.mbx.agr-branch@mail.mil) in a PDF file, NLT close of business (1600 hrs) on closing date. **Confirmation of receipt of applications is the responsibility of the applicant.** POC is SSG LaQuanna Blanchard at 225-319-4996.

20. Please check us out on Social Media on Facebook and Instagram.  
Facebook: <https://www.facebook.com/LANG-Human-Resources-Office>  
Instagram: <https://www.instagram.com/langhumanresourcesoffice>

21. Soldiers must not use government mail system or government funding for application delivery. Applications sent by these means will be returned without consideration for employment.

22. Applicants are subject to personal interview upon notification of time and place. Necessary travel is at applicant's own expense.

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TAYSHA D. GIBBS  
MAJ, AG, LAARNG  
Human Resources Officer