

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

STATEWIDE AGR ARMY VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 25-196

DATE: 11 Dec 25

CLOSING DATE: 24 Dec 25

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
RECORDS BRANCH NCOIC BBID 1050-355, PARA 209D LINE 01, E7, 42A4

APPOINTMENT FACTORS:	OFFICER()	WARRANT OFFICER()	ENLISTED(X)
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LOCATION OF POSITION:

W8A3A1 / DET 1 ARNG STAFF ELMT JFHQ LA, CAMP BEAUREGARD PINEVILLE, LA

WHO MAY APPLY:

Must be a current on-board AGR in the State of LA within the grade(s) of E6 and E7.

AREA OF CONSIDERATION: This position is open to the grades of: E6 to E7. Individual selected will receive an AGR Tour with the Louisiana Army National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement.

INSTRUCTIONS FOR APPLYING: All documents will be uploaded to FTSMCS no later than 2300 as one PDF in the order listed on the checklist. 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 by the hiring agency.**

APPLICATION, ENLISTED POLICY AND ANNOUNCEMENTS WEBSITE: <https://geauxguard.la.gov/join-us/agr/army/>

APPLICATION SUBMITTAL WEBSITE: <https://ftsmcs.ngb.army.mil/protected/jobs/>

1. AGR APPLICATION

MINIMUM APPOINTMENT REQUIREMENTS:

All enlisted jobs will be staffed in accordance with LAARNG AGR Enlisted Career Management Policy dated 1 December 2023.

1. All E7 Applicants – Must hold 42A MOS
2. All E6 Applicants – Must hold or be able to obtain the 42A MOS
3. Must have held a previous AGR duty assignment as a Readiness NCO, or J-Staff NCO with duties as a 42A4O, or Unit Admin NCO

ADDITIONAL JOB INFORMATION:

- All exception to Policy request must be processed through Chain of Command and submitted with your AGR application to the AGR Branch regardless of concurrence.
- Promotion contingent on control grade availability.
- LAARNG promotion policies apply together with maximum grade limitations for the position as designated by NGB and appropriate MTOE/TDA.
- Acceptance to a position of higher grade, SM will incur a service obligation in accordance with AR 600-8-19 upon promotion.
- Acceptance of tour is subject to personal interview, ACFT, and Army body fat standards upon notification of time and place. Necessary travel is at applicant's own expense.
- Applicant must hold a SECRET security Clearance.
- Direct combat probability code applies: No, male or female may apply
- Deployed Soldiers are encouraged to apply for jobs. Deployment will not be held against the Soldier during the hiring process.
- Acceptance of this position may result in the loss of contracted incentive payments based on CURRENT incentive contract. For further details, contact the State Incentive Management Team at (504) 278-8116 or (504) 278-8255.

BRIEF JOB DESCRIPTION:

State Records Custodian. Responsible for operations within the state iPERMS Domain. Principle duties include training, approving and managing roles and permissions and overall management of the state iPERMS domain. Responsible for all active and separated Soldier record keeping within the state. Responsible for quality assurance of all Soldier documents maintained in iPERMS; responsible for supervising and sustaining a quality iPERMS Section capable of timely and accurate scanning, indexing and batching of Soldier documentation. Provides assistance to all mobilizing units during SRP's. Responsible for all documents associated with Soldier separation.

SELECTING SUPERVISOR:

MAJ Christopher Kegerreis
(Com) (318) 290-5569

CONTACT INFO:

MSG Jacob Sique
(Com) (504) 278-8533
(Email) ngla.agr.staffing@army.mil

EQUAL OPPORTUNITY:

The Louisiana 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.

Please check us out on Social Media:

Facebook: [https://www.facebook.com/LANG-Human Resources-Office](https://www.facebook.com/LANG-Human-Resources-Office)

Instagram: <https://www.instagram.com/langhumanresourcesoffice>