



VIRGINIA NATIONAL GUARD  
STATEWIDE ARMY AGR VACANCY ANNOUNCEMENT



**ANNOUNCEMENT#** 31-17 AR

**POSITION TITLE:** Supply Sergeant

**GRADE:** E-6/SSG

**MOS:** 92Y30

**LOCATION:** Virginia Beach, VA

**UNIT:** HHC 329<sup>th</sup>

**FEMALE ASSIGNMENT ELIGIBILITY:** YES

**OPENING DATE:** 7 April 2017

**CLOSING DATE:** 8 May 2017

**WHO MAY APPLY:** Open to all AGR/Military Technician/Traditional Soldiers in grades **E-4 through E-6** who are members of the Virginia Army National Guard.

**REQUIRED QUALIFICATIONS:** Must meet all selection criteria IAW NGR 601-1, NGR 600-200, NGR 600-5, AR 600-60, and AR 135-18.

**BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES:** Serves as the Unit Supply Sergeant responsible for the request receipt, issue and accountability of individual, organizational and expendable supplies and equipment; initiates financial liability investigations of property loss (FLIPL). Performs duties shown at preceding level of skill and provides guidance to junior grade personnel. Directs supply personnel in establishing supply and inventory control management functions. Maintains property under Property Book Unit Supply Enhanced (PBUSE) system. Reviews daily and monthly records of issues of petroleum products and operating supplies. Provides technical assistance to equipment records and parts specialist. Assists and advises supply officer and commander

**SPECIAL INFORMATION**

- Soldier must be MOSQ as a (92Y) Supply Specialist. Supply Specialist must possess the following qualifications:
  - (1) A physical demands rating of heavy.
  - (2) A physical profile of 222222.
  - (3) Normal color vision.
  - (4) Qualifying scores.
    - (a) A minimum score of **95 in aptitude area CL** Armed Services Vocational Aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
    - (b) A minimum score of **92 in aptitude area CL** on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.
    - (c) A minimum score of **90 in aptitude area CL** on ASVAB tests administered on and after 1 July 2004.
- Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application and Enlisted Records Brief. Failure to provide current information may result in non-referral for consideration.
- **The start date is contingent on availability of funding from NGB.**

**NOTE:**

In regards to **ALL** current and future AGR Vacancy Announcements open to SSG and above, the following applies:

For entry into the AGR Program, SSG or above must possess the required grade and MOS level authorized for the AGR duty position

## APPLICATION PROCEDURES

Interested applicants must submit the following documents:

1. Completed NGB Form 34-1 (**signed and dated**).
2. Copies of last **five consecutive** NCOERs. If you are a new E-5 and have not yet received an NCOER, you must submit a letter of recommendation from your **COMMANDER**.
3. Current **CERTIFIED** or **VERIFIED** copy of Enlisted Record Brief (ERB).
4. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through AKO. The IMR must be dated within the last 12 months to be valid.
5. An official DA Photo (E6 and above) or a suitable photo in uniform for E5- and below is required. Mobilized applicants may take photo in OCP's or ACU's. Photo may be taken in OCP's/ACU's if applicant has not been issued ASU's; however, you must provide a memo from your Supply SGT, 1SG or Commander as to why you do not have the required uniform.
6. Documentation to support all periods of duty/service creditable for retirement. Any of the following may be used **DD Form 214, DA Form 1506 or NGB Forms 23/23B**
7. Any additional information the applicant may wish to submit for consideration (i.e., Letters of Recommendation, awards, etc.)

**SECURITY CLEARANCE:** Position requires a "SECRET" security clearance. Must be able to obtain as a minimum, an "interim" clearance **prior to appointment** to the position. Soldiers with a prior revoked or denied clearance are not eligible for either an interim or a waiver and should not apply. If tentatively selected for a position and soldier cannot be granted an interim clearance prior to appointment to the position, the offer for the position maybe revoked, Non USA citizens are not eligible for a security clearance per DOD 5200.2R.

Submit applications to this HQ, ATTN: JFHQ-HRO, PRN: 210, 5901 Beulah Road, Sandston, Virginia 23150, NLT close of business on the closing date of this announcement. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding. **Scanned or faxed applications will not be accepted.** **POC FOR ADDITIONAL INFORMATION:** SSG Jennyfer Davis (804) 236-7831, or at [jennyfer.a.davis.mil@mai.mil](mailto:jennyfer.a.davis.mil@mai.mil) or CW4 D' Juana Goodwin at (804) 236-7823, or at [djuana.l.goodwin.mil@mail.mil](mailto:djuana.l.goodwin.mil@mail.mil)