

# AGR

**ACTIVE GUARD/RESERVE**

**Tennessee Air National Guard  
ACTIVE GUARD/RESERVE  
(AGR) VACANCY  
Announcement M13-033**



Office of the Adjutant General of Tennessee  
Human Resources Office (HRO) Staffing  
Houston Barracks, 3041 Sidco Drive  
Nashville, TN 37204-1502

**OPENING DATE: 12 Feb 2013**

**CLOSING DATE: 20 Feb 2013**

**CLEARANCE: Secret**

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**LOCATION**  
134 FSS

**CITY**  
KNOXVILLE

**STATE**  
TN

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**POSITION TITLE**  
PERSONNEL CRAFTSMAN

**AFSC**  
3S0X1

**MAX UMD GRADE**  
MSgt

**UMD POSITION NUMBER**  
072657934

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**AREAS OF CONSIDERATION**

**FIRST: Members of the 134 ARW**

**SECOND: Members of the Tennessee Air National Guard**

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**DESCRIPTION OF DUTIES/RESPONSIBILITIES:** Advises officers and airmen on military personnel issues and programs. Briefs provisions of personnel programs such as assignments, promotions, separations, retirements, benefit programs, retention, bonus, classification, training and retraining, and personnel reliability program, personnel readiness and career progression. Helps commanders develop career information and motivation programs. Manage selective reenlistment and career airman reenlistment reservation programs. Counsel airmen on reenlistment opportunities and benefits. Monitors retention programs and provides reports and statistics. Helps users determine training requirements, methods, and procedures.

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**MINIMUM QUALIFICATION REQUIREMENTS**

1. ANG members entering on full-time military duty must be medically qualified AFI 48-123, Medical Examination and Standards. Individuals must be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Members entering the AGR program must have an HIV test completed six months prior to the tour start date. FEMALES require a pregnancy test within 30 days prior to AGR start date.
2. Members must have a current score of 75 or higher on the Fitness Test to be eligible for the AGR program. Members in the ANG Weight Management Program are ineligible for entry into any type of AGR or Statutory Tour IAW ANGI 36-101 The Active Guard/Reserve Program
3. Personnel must have sufficient retainability to permit completion of tour of duty. Cannot be eligible for or receiving an immediate Federal (Military or Civilian) retirement annuity.
4. Eligibility/Mandatory requirement for this AFSC are located in the current AFECD.

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**APTITUDE REQUIREMENT: A 41**

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**AUTHORITY**

Individual(s) selected will be ordered to Full-Time Duty (State) status under the authority of Title 32 USC, Section 502 (f).

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## **HOW TO APPLY (AIR)**

ALL APPLICANTS MUST SUBMIT THE FOLLOWING DOCUMENTS WHICH ARE MANDATORY FOR EVALUATION:

**\*\*\*Application packets may be emailed to [fulltimeemployment@ng.army.mil](mailto:fulltimeemployment@ng.army.mil)\*\*\***

- a. NGB Form 34-1 (Completed and Signed)
- b. RIP (Report on Individual Person)
- c. Current Physical Fitness Assessment letter.

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### **MAIL TO:**

The Adjutant General, ATTN: NGTN-HRO-RP  
304 Sidco Drive  
Nashville, TN 37204-1501

### **CONTACT US:**

Staffing: SMSgt Brandie King  
DSN: 683-0647  
Comm: 615/313-0647

- 1. Applications should be emailed to above address.**
2. Applications will not be returned.
3. Applicants are encouraged to call prior to job close date to ensure application was received.

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## **EQUAL OPPORTUNITY STATEMENT**

The Tennessee 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.

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