



MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)

**600 Cedar Street
Saint Paul, MN 55101**

TELEPHONE: (651) 282-4625 DSN: 825-4625

**MERIT
ARMY NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ARNG 24-028**

OPENING DATE: 11 October 2023

CLOSING DATE: 30 October 2023

RANK/GRADE: SFC/E-7

POSITION TITLE: DCSLOG CDDP Monitor

MOS/AOC/BANCH: 88N

DUTY LOCATION: JFHQ-J4 Camp Ripley, MN

SELECTING OFFICIAL: CPT Osa McGillick

WHO MAY APPLY: Current members of the MN ARNG serving on AGR, in the rank of SSG/E-6 to SFC/E-7. Must have or be able to obtain 88N MOS. Eligibility is limited to personnel currently in the Minnesota Army National Guard who are serving on an Active Guard/Reserve (AGR) tour. Current AGRs must have a minimum of 18 months in the program to be eligible for reassignment.

REMARKS: PCS for current AGR's depends on funding. Upon selection, individual must be or become MOS/AOC qualified within twelve (12) months of appointment, except for deployed Soldiers, who will have an additional 12 months.

DUTIES AND RESPONSIBILITIES: This position is at the Directorate Level. The purpose of this position is to provide training for general supply functions at unit and battalion level to accomplish the commander's plans and programs in attaining logistical and mobilization readiness objectives. Responsible for the ongoing education and training of logisticians in the MNARNG as a Senior NCO on the DCSLOG Readiness Team; researches ALARACTs, regulations, policies, and procedures as they relate to logistics in order to be a mentor and subject matter expert for the supply NCOs in the MNARNG; conducts daily on-site assistance visits to supply sergeants in the following areas: Physical Security, Command Supply Discipline Program (CSDP), Command Deployment Discipline Program (CDDP), Command Maintenance Discipline Program (CMDP), Clothing Records, Army Records Information Management System (ARIMS), Global Combat Support System – Army (GCSS-A) trainer. Traveling throughout the state of Minnesota to National Guard units is required for this position.

HOW TO APPLY: Applicants forward the forms listed below to arrive in the Human Resource Office no later than the closing date indicated above. **E-mail application packet in a SINGLE pdf file** to ng.mn.mnarng.mbx.assets-hro@army.mil subject line must read **"24-028 Last Name"**. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example – **24-028 Smith, 1 of 2**). Applications submitted that are missing documentation, not submitted in a single pdf file, or that have errors such as missing signatures, incorrect subject lines, etc. will not be accepted. **HRO will not review the application for completion or accuracy before the closing date.** The applicant is responsible to ensure the application packet is complete and all required documents are correct and included.

REQUIRED DOCUMENTS: Complete page 2 of this announcement
Selection SRB/ERB/ORB
Three most recent NCOERs/OERs

The Minnesota Department of Military Affairs is an Equal Opportunity Employer. All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin, or non-disqualifying disability. If you have information or questions regarding this issue, please contact the Equal Employment Manager at 651-282-4472.

MEMORANDUM FOR NGMN-PEH

DATE: _____

SUBJECT: Application for Merit AGR Vacancy Announcement ARNG 24-028, DCSLOG CDDP Monitor

1. I request consideration for the above vacancy.
2. Copies of my updated Selection SRB/ERB/ORB and last three NCOERs/OERs are attached.
3. My full-time Active Guard Reserve employment history, starting with the present, is as follows:

Organization	Duty Position/MOS	Dates of Employment	Supervisor	Phone Number

4. My current Leader Development Requirement is _____. I ☐ have ☐ have not completed this requirement.

5. I am AOC/MOS qualified in the following specialties: _____

6. Highest civilian education completed: _____

7. Most recent ACFT/APFT: Date _____ ☐ Pass ☐ Fail

8. Most recent weigh-in: Date _____ ☐ Pass ☐ Fail

9. Most recent physical: Date _____

10. Where I can be contacted at: Home Phone _____ Work _____

11. Home Address: _____

12. Additional Comments (you may include personal references):

Signature: _____

Name, Rank: _____

Position Title: _____

FORWARD APPLICATION TO: ng.mn.mnarng.mbx.assets-hro@army.mil

How to combine PDF into one document

-All digitally signed documents must be printed to PDF before merged. Signatures can be lost in merge and will not be accepted

- Right click your first document, and select "Edit with Adobe Acrobat"
- Select the open arrow on the left-hand side of the screen
- Select the "Page Thumbnail" button at the top of the open pane
- Select "Insert Pages" button
- Proceed to add the documents you want to include in your application submission
- At this point, use the proper naming convention for your combined document.