



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 25-411

OPENING DATE: 20 August 2025

CLOSING DATE: 27 August 2025

RANK/GRADE: SSG/E-6

POSITION TITLE: Supply/Training NCO

MOS/AOC/BANCH: 17C

DUTY LOCATION: 177 CPT, ROSEMOUNT, MN 55068

SELECTING OFFICIAL: SFC Darrin Stowe, 651-282-4970

WHO MAY APPLY: Current members of the MNARNG serving on AGR, in the rank of SGT/E-5 to SSG/E-6. Must meet the 17C MOS reclass eligibility requirements and possess a Top Secret with SCI security clearance at the time of position closing. 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 located at the unit level and is a member of a 2-person FTS team, with duties split between supply and training functions. The 177th Cyber Protection Team is a small, highly technical, professional organization that requires unique supply and training needs. The purpose of this position is to provide general supply functions at Company level to accomplish the commander's plans and programs in attaining logistical and mobilization readiness objectives and assist in carrying out the plans and programs established by the chain of command for the accomplishment of the unit training plans and missions. The 17C MOS reclass is 37-week PCS to Fort Eisenhower, GA. The selectee will be assigned as a Network Analyst and is required to attend an additional 8-week CBA-Network course to be qualified in their assigned work role. All 17Cs must meet DoD8140 IAT-III with incident responder certification requirements. For additional information, please contact SFC Darrin Stowe, Readiness NCO, at 651-282-4970.

Supply Functions: Provide supply support by accomplishing the following day-to-day functions such as responsible for requests, exchanges, issues, recovers and turn-in of personal clothing in accordance with current directives. Responsible for the accountability of all equipment assigned to the organization to include expendable/durable goods and maintaining hand-receipts on said items. Requests, receives, stores, and turns in property as required and directed by the Property Book Officer. Assists/supports members of the unit in obtaining the items required for their operations. Serves as the unit Government Purchase Card (GPC) holder to request and purchase commercial-off-the-shelf goods and training. Maintains records and reports on POL at unit level. Inventory sensitive items in accordance with current directives; furnishes supply related feeder reports as required. Supervises the following supply related day-to-day functions such as preparation of maintenance requests and register for scheduled and unscheduled maintenance. Complete cross training by becoming familiar with and occasionally performing duties of other full-time support positions assigned to the unit. Works under the administrative supervision of the Senior Full-Time person of the unit to which assigned. Accomplishes day-to-day policies and procedures. Receives technical guidance from the Battalion S4 NCOIC and completes all other duties as assigned.

Training Functions: Functions as the company technical advisor for all training items. Submits school applications, orders, funding, and Defense Travel System (DTS) authorizations/vouchers and verifies for completeness and accuracy. Plans and submits requisitions for training aids and other resources requirements to support training. Prepares and submits requests for training areas and ranges. Assists the Readiness NCO in obtaining/maintaining mobilization readiness of the unit. Coordinates closely with the Company Commander and NCOIC in developing, implementing, monitoring, and evaluating the unit's individual training programs and records training schedules, training assessments, and the Non-Commissioned Officer Development Program in accordance with Digital Training Management System (DTMS) guidance/standards. Manages unit personnel and schools using systems such as but not limited to:

Integrated Personnel and Pay System Army (IPPS-A), Army Training Requirements and Resources System (ATRRS), ATTRS Funding Allocation Model (AFAM), Department of the Army Mobilization Processing System (DAMPS), DTS, DTMS, Account Validation System (AVS), and Range Facility Management Support System (RFMSS). Completes cross training by becoming familiar with and occasionally performing duties of other full-time support positions assigned to the unit. Receives technical guidance from the unit Readiness NCO, Battalion Training Officer, and Operations NCOIC. Performs other duties as assigned.

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.mnarnng.mbx.assets-hro@army.mil PDF Name and subject line must read **"25-411 Last Name"**. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example – **25-411 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 for ensuring the application packet is complete and all required documents are correct and included.**

REQUIRED DOCUMENTS: Complete page 3 of this announcement
- **Must get first OIC in the COC to sign acknowledgement**
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 25-411, Supply/Training NCO

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 (AGR) 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: _____

First OIC in the current Chain of Command acknowledgement:

OIC Rank and Name

OIC Signature

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.

**** If you add yourself to the CC line, you'll be able to review your packet submission ****