



STATE OF WEST VIRGINIA  
OFFICE OF THE ADJUTANT GENERAL  
1703 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1085

ACTIVE GUARD/RESERVE (AGR) VACANCY ANNOUNCEMENT

<http://www.wv.ngb.army.mil/jobs/>

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| Announcement Number: 13-53   | Opening Date: 19 February 2013<br>Closed Date: 14 March 2013 |
| DUTY LOCATION: 35 <sup>th</sup> Civil Support Team (CST), St Albans, WV<br>UNIT OF ASSIGNMENT: 35 <sup>th</sup> Civil Support Team (CST), St Albans, WV<br>FULL TIME SUPPORT POSITION: Health Care NCO<br>MILITARY DUTY TITLE: Health Care NCO   |  |
| MAX GRADE AUTHORIZED: E-7  | MOS: 68W<br>AFSC: 4N000, 4N031                               |
| AREA OF CONSIDERATION: Open to all members eligible to become a member of the West Virginia Army National Guard<br><br><b>**THIS POSITION IS BASED ON THE AVAILABILITY OF RESOURCES**</b>  |  |
| Duties include but are not limited to: The health care specialist provides emergency medical treatment, limited primary care, force health protection and evacuation in a variety of operational and clinical settings from point of injury or illness through the continuum of military health care. See additional remarks below.  |  |
| HOW TO APPLY: Application may be scanned and emailed to <a href="mailto:jfhqvw.j1hro.agr@us.army.mil">jfhqvw.j1hro.agr@us.army.mil</a> OR mail to HRO-AGR, 1703 Coonskin Dr., Charleston, WV 25311. <u>Applications must be received by 1600 of the closing date. Allow at least 10 days for regular mail. Failure to submit all the required documents by 1600 on the closing date will cause your application to be disqualified, and it will not be considered.</u> DO NOT SEND APPLICATIONS WITH BINDERS, CLIPS, OR TABS. <u>Applications will be retained in the Human Resource Office for 30 days after selection. After, 30 days, all applications will be destroyed. Members who desire to obtain a copy must do so before the 30 days expire. Any questions please call COM: (304) 561-6679 or DSN: 623-6679.</u> |  |

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**MAX GRADE AUTHORIZED:** E-7

**MOS:** 68W

**AFSC:** 4N000, 4N031

**Air Requirements:**

(1) A single page letter/memorandum expressing your interest in and qualifications for the position; include announcement number, and your contact information to include email and phone number. Identify three references with email addresses and phone numbers.

(2) NGB Form 34-1 dated 5 November 2010 located on our HRO website at [http://www.wv.ngb.army.mil/jobs/forms/NGB%2034-1\(2\).pdf](http://www.wv.ngb.army.mil/jobs/forms/NGB%2034-1(2).pdf) under FORMS (**Application Must Be Signed and dated.**) A detailed chronological statement of civilian and military experience with special emphasis on areas of experience and education related to the position may also be attached to the NGB Form 34-1.

**Find the form at:** <http://www.wv.ngb.army.mil/jobs/>

(3) Copy 4 (**Member Copy**) of all previously issued DD 214s.

(4) Point Credit Summary from VMPF. <http://w11.afpc.randolph.af.mil/vs/>

(5) Weight verification within the last 30 days by Medical Squadron personnel.

(6) Last complete physical and current AF Form 422, Physical Profile Serial Report.

(7) Report of Individual Fitness certified by Unit Fitness Monitor (within 1 year).

(8) Must submit last three Enlisted Performance Reports (AGR Members Only).

(9) MPA Tour Orders (if applicable).

**REMARKS:** Individuals selected for AGR service must meet the AGR eligibility requirements per ANGI 36-101, Chapter 2, dated 3 June 2010. Members who first become eligible for the MGIB-SR chapter 1606 benefits after 29 Nov 89 must relinquish that eligibility upon assignment as an AGR. Additionally, members selected for this AGR position will be terminated from all ANG Incentive Programs (cash bonus and student loan repayment) and will not be eligible for future participation.

**Army Requirements:**

(1) A single page letter/memorandum expressing your interest in and qualifications for the position; include announcement number, and your contact information to include email and phone number. Identify three references with email addresses and phone numbers.

(2) NGB Form 34-1 dated 16 February 2010 (**Application Must Be Signed and dated or your application will not be certified.**) A detailed chronological statement of civilian and military experience with special emphasis on areas of experience and education related to the position may also be attached to the NGB Form 34-1.

|   |  |                                |                    |                            |  |
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|   |  |                                | AFSC: 4N000, 4N031 |                            |  |

Find the form at <http://www.wv.ngb.army.mil/jobs/>

(3) Last 5 NCOERs / OERs (**A letter of recommendation or performance evaluation must be submitted on Soldiers not requiring an NCOER / E4 and newly promoted E5.**)

(4) DA 2-1 or Enlisted Record Brief (ERB) / Officer Record Brief (ORB) as applicable.

(5) Print out of Soldier's Individual Medical Readiness Record (IMR).

(6) Copy 2 or 4 (**Member Copy**) of all previously issued DD 214s or NGB 22s.

(7) Statement of Active Service, any of the most recent following forms:

- a. NGB Form 23
- b. NGB Form 23B (RPAS Statement)
- c. DA Form 1506 (Statement of Service)

(8) DA Form 705 (**Must have successfully completed an APFT within the last 12 months.**)

(9) Current certified statement of height and weight from unit commander or designated representative within 30 days of closing date. (**Must include DA Form 5500-R or DA Form 5501-R (Body Fat Content Worksheet) if applicable.**)

**\*\*Army applicants must meet eligibility requirements for entry into the AGR Program in accordance with AR 135-18 Chapter 2.**

**Additional Remarks:** The Civil Support Team (WMD) is a high priority response unit comprised of 22 full-time Army and Air National Guard personnel. The CST (WMD) supports civil authorities by responding to WMD terrorism incidents.

Selected individual is required to reside within 50 miles or 1 hour commuting time of unit duty station (St. Albans). Individual must have SECRET level Security Clearance or be able to attain a SECRET Clearance upon assignment. Due to Operational Readiness Requirement, individual must be available for assignment as an AGR to the CST within 30 days of selection. Individual is required to complete an OSHA Respiratory Clearance and Pulmonary Function Test prior to employment. Certified applicants will undergo a Level A Personal Protective Equipment (PPE) Orientation and Skills Test during the selection process. Individuals must be able to perform missions in enclosed/confined spaces and have no color vision deficiencies. Members are subject to extensive periods of TDY, and no notice deployments, and immediate recall during periods of pass and leave.

|  |  |                                |                           |                            |  |
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|  |  |                                | <b>AFSC:</b> 4N000, 4N031 |                            |  |

**Additional Remarks (Continued):**  
 Selected individual has 12 months to complete CST basic level training requirement courses for certification as a CST member. Courses and qualifications include: Civil Support Skills Course (CSSC): (includes Basic chemistry, Emergency assessment and detection of WMD site, Basic Gas Chromatography/Mass Spectroscopy, FBI related consideration at WMD site, Emergency vehicle operations) Incident Command System (ICS) 100, 200, 700, Advanced Hapsite, CST Confined Space, IED Awareness, Chemical Warfare Agent/Biological Warfare Agent, and Applied Radiological Response Techniques Level 1.

**HOW TO APPLY:** Application may be scanned and emailed to [ifhqvw.j1hro.agr@us.army.mil](mailto:ifhqvw.j1hro.agr@us.army.mil) OR mail to HRO-AGR, 1703 Coonskin Dr., Charleston, WV 25311. Applications must be received by 1600 of the closing date. Allow at least 10 days for regular mail. Failure to submit all the required documents by 1600 on the closing date will cause your application to be disqualified, and it will not be considered. DO NOT SEND APPLICATIONS WITH BINDERS, CLIPS, OR TABS. Applications will be retained in the Human Resource Office for 30 days after selection. After, 30 days, all applications will be destroyed. Members who desire to obtain a copy must do so before the 30 days expire. Any questions please call COM: (304) 561-6679 or DSN: 623-6679.

Consideration will be given to all qualified applicants without regard to sex, race, color, religion, national origin, politics, age, membership or non-membership in an employee organization.

**POSTING:** This announcement will be placed on all bulletin boards.

**FOR THE ADJUTANT GENERAL:**

  
 PAIGE P. HUNTER  
 Col, WWANG  
 Human Resource Officer