

**Illinois Army National Guard Open AGR Vacancy Announcement 25B-028**  
**Department of Military Affairs**  
**State of Illinois**  
**Camp Lincoln**  
**1301 North MacArthur Boulevard**  
**Springfield, Illinois 62702-2317**

<https://www.il.ngb.army.mil/Employment/Army-AGR-Announcements/>

---

**ANNOUNCEMENT NUMBER: 25B-028**

**DATE: 28 Mar 25**

**CLOSING DATE: 27 Apr 25**

---

**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

DET READINESS NCO, Para 108C Line 06, E6, 68W3

---

**APPOINTMENT FACTORS:**

**Officer()**

**Warrant Officer()**

**Enlisted(X)**

---

**LOCATION OF POSITION:**

DET 2, IL MED DET,  
3200 SOUTH JUSTICE WAY  
KANKAKEE IL 60901

---

**WHO MAY APPLY:**

Must be a current member of the National Guard within the grades of E5 and E6.

---

**AREA OF CONSIDERATION:** This position is open to the grades of: **E5 to E6**. Individual selected will receive an AGR tour with the Illinois Army National Guard. **In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.**

---

**INSTRUCTIONS FOR APPLYING:** The documents listed below WILL be submitted AS A MINIMUM. If any of the required documents are not reasonably available to you, a brief memo will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position. Blank AGR application forms can be found on HRO's AGR SharePoint page at the following link: <https://armyeitaas.sharepoint-mil.us/sites/NGIL-HRO/SitePages/Army-AGR.aspx>

1. Illinois Army National Guard (ILARNG) Military Tour Checklist.
  2. NGB Form 34-1 - Application for Active Guard/Reserve (AGR) Position.
  3. Copies of last 5 Non-Commissioned Officer Evaluation Reports (NCOER's) if applicable. If 5 are not available, submit all available NCOER's with a letter of recommendation from your unit Commander, First Sergeant, or First Line Leader.
  4. Enlisted Record Brief (ERB) - Submit the selection board version only dated within the last 90 days.
  5. NGB 23B - Retirement Points Accounting Management Sheet (RPAM) dated within the last 90 days.
  6. All DD Form 214's/NGB Form 22's.
  7. Individual Medical Readiness Record (IMR) dated within the last 12 months. Do not submit a screenshot of the homepage of your MEDPROS profile.
  8. DTMS Printout - Listing most recent record Army Combat Fitness Test (ACFT) score and height/weight record. Last record ACFT must be within 6 months of the announcement closing date.
  9. DD Form 5500 (male) / DD Form 5501 (female) - Body Fat Content Worksheet (if applicable).
  10. Memorandum to the Selecting Official addressing any aspect of your application (if applicable).
  11. Copy of Valid Permanent Profile (if applicable).
  12. Naming Convention for Application: Vacancy Announcement #, Last Name, First Name, Rank
  13. Combine all documents into 1 PDF file; No attachments within the pdf file, no portfolio files, no .tif files, and no .jpg files will be accepted.
  14. Send all applications to the following email address: [ng.il.ilarmg.list.j1-hro-agr-branch@army.mil](mailto:ng.il.ilarmg.list.j1-hro-agr-branch@army.mil)
- 

**POSITION COMPATIBILITY REQUIREMENTS:**

The individual must qualify for and be placed in the following compatible MOS/AOC: **68W3**

---

**MINIMUM APPOINTMENT REQUIREMENTS:**

1. Applicants must meet the initial eligibility requirements of AR 135-18, Table 2-1.
2. Applicants may not be a candidate for an elective office, hold a civil office, or be engaged in partisan political activities if selected to enter the Active Guard/Reserve (AGR) program.
3. Applicants must be able to be granted and maintain a Secret security clearance at a minimum, unless the duty position requires a higher level of clearance.
4. Applicants must be able to complete a three (3) year tour of active duty prior to completing eighteen (18) years of active federal service, unless waived by the National Guard Bureau (NGB).
5. Applicants must have a passing Army Combat Fitness Test (ACFT) taken within the last 12 months.
6. Applicants must have no derogatory information within their Official Military Personnel Record (OMPF).
7. Applicants must have no record of conviction by special or general court-martial or civilian courts of offenses listed in AR 27-10 (Military Justice), Chapter 24, or otherwise required to register as a sexual offender under AR 27-10, Chapter 24.
8. Applicants must meet the Army Body Composition Program (ABCP) body fat standards in accordance with AR 600-9.
9. Applicants must meet the Army medical retention standards in accordance with AR 40-501, Chapter 3.
10. Applicants must not be subject to flagging actions during selection or upon entering an Active Guard/Reserve (AGR) status.
11. Applicants must not be within six months of Expiration Term of Service (ETS) or mandatory removal.
12. Applicants must satisfy the requirements outlined in AR 135-18, NGR 600-5, NGR 600-100, NGR 600-101, NGR 600-200, NGR 601-1, and ILNG PAM 135-18.

13. Applicants who have voluntarily separated from the Active Guard/Reserve (AGR) program for one or more days are not eligible to reenter the program for one year from their date of separation, unless waived by the National Guard Bureau (NGB) prior to the announcement closing date.

---

**BRIEF JOB DESCRIPTION:**

Advises the commander on training, logistics, personnel and unit mobilization readiness requirements and ensures that the unit develops, updates and maintains comprehensive mobilization plans. The Detachment Readiness NCO performs the detachment's full-time logistics personnel duties. These include maintaining property accountability, ensuring all required equipment is on hand or on valid requisition, scheduling all required inventories, audits and reconciliations, and the maintenance of Combat Parts Loads (CPL) if retained at unit level. Coordinates maintenance support required from supporting OMS or other installation maintenance support activities. Must be proficient in unit level logistics procedures and policies. Prepares and drafts training schedules. Works directly with the commander in monitoring the recruiting and retention activities. Responsible for the overall completion of all pay, personnel and administrative activities. Serves as ammunition manager for the detachment. Supervises maintenance of office files and publication library. Monitors processing of discharges, and suspension of favorable actions and other unfavorable actions. Advises the commander on personnel strength, shortages, and overages. Reviews enlisted promotion packets, and disposition of packets after convening of promotion board. Establishes work priorities, organizes work schedules, and assigns duties. Prepares and conducts training programs, evaluates personnel performance, counsels personnel, and prepares evaluation reports. Must possess a working knowledge of personnel, training, and supply. Should be functional in AFCOS system and the automated DA Form 1379, ATRRS, DTS and DTMS. Must be enrolled in Readiness NCO course at the Professional Education Center (PEC) upon selection. Performs other duties as assigned.

---

**SELECTING SUPERVISOR:**

CPT Alex Alderson

---

**CONTACT INFO:**

SSG Reggie Wynne  
(DSN) 555-3923  
(Com) (217) 761-3923  
(Email) reggie.wynne.mil@army.mil

---

**EQUAL OPPORTUNITY:**

The Illinois 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.