



## MISSOURI NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

MISSOURI ARMY and/or AIR NATIONAL GUARD  
HUMAN RESOURCES OFFICE - JOINT FORCE HEADQUARTERS  
2302 MILITIA DRIVE  
JEFFERSON CITY, MO 65101-1203



ANNOUNCEMENT NUMBER: A26-028

OPENING DATE: 17 Mar 26

CLOSING DATE: 31 Mar 26

- POSITION TITLE: INFO SYS STAFF ASST
- MOS/AFSC: 25D
- MAXIMUM AUTHORIZED MILITARY GRADE: E7
- PARAGRAPH NUMBER: 217
- LINE NUMBER: 02

APPOINTMENT FACTORS: OFFICER: ( )

WARRANT OFFICER: ( )

ENLISTED: (X)

### LOCATION OF POSITION:

J6-JFHQ 24 DAVIS ST JEFFERSON BARRACKS, MO

### WHO MAY APPLY:

OPEN TO ON BOARD MO AGR SOLDIERS E6 AND ABOVE

**INSTRUCTIONS FOR APPLYING:** Follow the link: <https://ftsmcs.ngb.army.mil/protected/Jobs/>. CAC login is required due to the transferal of PII (Personally Identifiable Information).

If you do not have an FTSMCS account you will be prompted to create one. Once logged in, you will see the dropdown 'Applications' available at the top left corner of the page. Click 'Applications -> ARNG-HRA -> Jobs -> Apply for a Position'. The complete application submission guide is available below in the MOGUARD link.

The documents listed **WILL** be submitted "AS A MINIMUM". Individuals must submit the following **REQUIRED** documents or a memorandum explaining why item is missing or not in compliance. Forms/examples can be found at <http://www.moguard.ngb.mil/Resources/Human-Resources-Office/>. Hyperlinks to find the correct forms are also provided in FTSMCS during the application process. **Make sure the documents have proper signatures and are dated within the guidelines below. Each document submitted must be viewable and in .PDF format ONLY. Nothing will be added to the application once the announcement has closed. Applications will only be accepted through FTSMCS.** (If you do not meet all of these requirements, your application packet will be rejected.)

1. [NGB 34-1]
2. [DA 5646]
3. [DA Form 705]- Army Fitness Test Record with most recent AFT.
4. [ERB]- Current Enlisted Record Brief, [ORB]- Current Officer Record Brief. You must submit the Selection Board Record Brief available at <https://arnng1.ngb.army.mil/SelfService/Careercenter/Home.aspx> in order to ensure your ERB/ORB is redacted IAW current policy.
5. [ASVAB SCORES]- Found on: Page 1 of DD 1966 Record of Military Processing - Armed Forces of the United States; on a REDD Report (obtained by local recruiter); on an Enlisted Record Brief (ERB); or AFCT Test Score Report (ENLISTED SOLDIERS ONLY). Line scores on supporting document(s) must be equal or greater in the specific category annotated on the job announcement or in DA PAM 611-21, or the application will be rejected.
6. [DA 2166]- Also known as NCOERs. Last three Enlisted/NCO Evaluation Reports (other performance evaluations from sister services acceptable). If the full three NCOERs are not available, applicant must submit a memorandum explaining missing NCOERs. NOTE: Applicants E5 and below who do not have all three NCOERs must have a unit member within their chain of command provide a memorandum attesting to the soldier's character of service (ENLISTED SOLDIERS ONLY).
7. [DA 67]- Also known as OERs. Last three Officer Evaluation Reports (other performance evaluations from sister services acceptable). If the full three OERs are not available, applicant must submit a memorandum explaining missing OERs (OFFICER SOLDIERS ONLY).
8. [DD 214 and/or NGB 22]- All DD 214 copies must have Block 24 showing Character of Service and all NGB 22 copies must have Block 10 showing Record of Service.
9. DA FORM 5016 FROM IPSS-A
10. [DA 3349]- Physical Profile and MOS Medical Retention Board MMRB (ONLY IF APPLICABLE).
11. [IMR Record]- Individual Medical Readiness. This form will show the PUHLES and last PHA date. The PHA date must be within last 15 months of the job announcement closing date. (Upon selecting/signing-in to <https://medpros.mods.army.mil/portal/#/>, scroll down and select "IMR RECORD"; Save and upload generated PDF document; must have all PHA and PULHES data). IAW NGR 600-5, "the IMR must be dated within the last 12 months to be valid." If the date on a submitted IMR is older than 12 months, applicants will be rejected. MEDPROS screenshots are not authorized. Submit memo for any discrepancies and/or call AGR Branch or your S1 for clarification.
12. Memorandum from unit stating whether or not unfavorable actions or flags are pending, dated within 60 days of closing date.
13. Memorandum from unit annotating current security clearance, dated within 60 days of closing date.
14. Memorandum from over-grade applicant stating that they will voluntarily take a reduction in rank if selected for the position (ONLY IF APPLICABLE).
15. [DD 369]- Police Record Check. Section I, Blocks 2 through 9 must be complete (Do not complete block 10) and Section II, Block 11 must be signed (RECRUITING AND RETENTION POSITIONS ONLY).
16. [DA 7424]- Sensitive Duty Assignment Eligibility Questionnaire. Must be completed and signed by Soldier in blocks 5 and 6 and Commander in blocks 7, 8 and 9 (RECRUITING AND RETENTION POSITIONS ONLY).

17. Any additional documentation.

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**(ARMY ONLY) MILITARY OCCUPATIONAL SPECIALTY: 25D**

If not currently MOS qualified, selected individual will have one year to become qualified. Individual selected for this position will be required to satisfy a stabilization period IAW current HRO guidance. Applications will be accepted from individuals who meet the prerequisites outlined in Army regulations: NGR 600-5, DA PAM 611-21, AR 135-18.

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**MINIMUM APPOINTMENT REQUIREMENTS:**

1. A security eligibility of SECRET is required for the initial award and to maintain the MOS.
  2. Applicants with 3 or greater in PULHES must have a MOS Medical Retention Board IAW AR 600-60.
  3. Be able to pass the Standard Army Physical Fitness Test (APFT).
  4. DA Photos are prohibited as part of the application packet IAW current policy.
  5. If a current AGR member, must not be in stabilization. Please reference Missouri AGR Handbook, 1 December 2014 (updated 15 February 2017). If an exception to policy is requested, see Appendix G. This must be routed through the AGR members appropriate chain of command and the HRO.
  6. Meet physical standards IAW Chapter 3, AR 40-501 (Retention Standards). Must meet height and weight standards of AR 600-9. Must be medically certified as drug free and test negative for HIV in accordance with AR 40-501 and AR 600-110. Must have current MOS Medical Retention Board (MMRB) if required.
  7. Must be a United States citizen to apply.
  8. Must be able to complete a minimum of 3 years full-time active-duty on a non-renewable one-time occasional tour.
  9. Must be able to obtain a final secret security clearance.
  10. Must not be receiving any military retired pay.
  11. Not have any unfavorable personnel actions pending (Flagged), IAW AR 600-8-2 and AR 135-18.
  12. Not have been involuntarily released from AD or FTNGD including AGR status or resigned in lieu of adverse personnel action.
  13. A minimum OPAT score of Standing Long Jump (LJ) - 0120 cm, seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demand Category in "Moderate" (Gold).
  14. A physical demands rating of Moderate (Gold).
  15. A physical profile of 212221.
  16. Normal color vision
  17. Ability to read, comprehend and clearly communicate English.
  18. Mandatory FTS training is a condition of maintaining employment.
  19. ) A SSG, MOS immaterial, with at least 4 years of experience in IA and IT. This experience must be verified by the Office Chief of Signal (OCOS) Enlisted Division. (6) All candidates for this MOS will process a selection packet through their local Command, who will forward to the OCOS for conditional acceptance and approval to take the 25D In-Service Screening Test (ISST). (7) All candidates for this MOS will take and pass the 25D ISST for enrollment into the MOS producing course. (8) A SSG must have Advanced Leader Course (ALC) common core (CC) or Structured Self Development (SSD) II completed with at least 8 years time in service (TIS) but no more than 15 years TIS. (
  20. ) SSG waiver may be granted to SGT(P) with ALC CC or SSD II completed who meets all other requirements by the Commandant, U.S. Army Signal School, ATTN: ATSO-CD, Ft. Gordon, GA 30905-5735. (10) A security clearance of TOP SECRET is required for the initial award of MOS. Must remain eligible to receive security access of TOP SECRET with SCI to maintain MOS. (11) Must hold a current certification under either IAT Level II or IAM Level I IAW DoD 8570.01-M
  21. A minimum score of 105 in aptitude area GT and ST on Armed Services Vocational Aptitude Battery (ASVAB) test.
  22. A U.S. citizen.
  23. ) Formal Training (successful completion of 25D Cyber Network Defender Course, conducted under the auspices of the USA Signal School) is mandatory. Waiver may be granted by Commandant, U.S. Army Signal School, ATTN: ATZH-CD, Ft Gordon, GA 30905-5735
  24. 36-MONTH SERVICE REMAINING REQUIREMENT (SRR) UPON GRADUATION
  25. MUST BE ABLE TO OBTAIN SEC+ CERTIFICATION WITHIN 12 MONTHS
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**BRIEF JOB DESCRIPTION:**

. Uses defensive measures and information collected from a variety of sources (including intrusion detection system alerts, firewall logs, network traffic logs, and host system logs) to identify, analyze, and report events that occur or might occur within the network in order to protect information, information systems, and networks from threats. Provides detailed analysis reports as necessary to support mission requirements. Predominantly, serves in AN positions and in IS positions within limited organizations. Performs CND and IAT Level II-III functions as required by skill level, AR 25-2 and DoD 8570.01M. 25D40 will not perform duties as a Platoon Sergeant, Drill Sergeant, or Recruiter

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**SELECTING SUPERVISOR:**

BRIAN W. RAMSEY

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**CONTACT INFO:**

Air National Guard Human Resources POC: Mr. Aaron Williamson (573-638-9500 ext. 39757)  
131st Bomb Wing Remote Designee POC: MSgt Samantha Harris (DSN: 824-8909)  
139th Airlift Wing Remote Designee POC: MSgt Krystalyn Coy (DSN: 356-3059)  
Army National Guard Human Resources POC: Mr. Jeffery Howard (573-638-9500 ext. 37057)  
AGR Branch OIC: 1st Lt Erin Rhoads (573-638-9500 ext. 39757)  
AGR Branch NCOIC: SGM Trisha Katzfey (573-638-9654 ext. 39654)  
AGR Branch NCO: SFC Kendra Cox (573-638-9500 ext. 37490)  
AGR Branch NCO: SSG Troy Schaffer (573-638-9500 ext. 37962)  
Human Resources Director: LTC Daniel J. Campbell (573-638-9642 ext. 39642)

**EQUAL OPPORTUNITY:**

The Missouri National Guard is an Equal Employment Opportunity Employer. Personnel on Title 32 Tours will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin, political affiliation, or any other non-merit factor.

**ADDITIONAL INFORMATION:**

Applications will be screened after the job closes; therefore, all documents must be current and valid as of the closing date.

Please review documents for accuracy prior to submission to HRO.

**IF YOUR APPLICATION DOES NOT PROVIDE ALL OF THE INFORMATION REQUESTED ON THE FORMS AND DOCUMENTS LISTED ABOVE, YOU WILL LOSE CONSIDERATION FOR THE JOB.**

**ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED.**

**\*ENLISTED POSITIONS: Applicants who hold a higher rank than the maximum rank annotated on the job announce, must accept a reduction in grade prior to be provided AGR orders, if selected. Failure to accept a reduction in grade will result in denial of entry into the AGR program or removal of consideration for job position.**

Documents can be updated and replaced up until the closing date. If you wish to upload additional documentation (Letter of Recommendation, Certifications, DA 1059's, etc.) simply upload the file under "Any additional documentation".

FTSMCS will generate responses based on the status of the job announcement. These generated responses will be sent to the email linked with your account. If selected for a position, you will receive notification from FTSMCS and later from our office.

If you have any questions on applying or eligibility please see the FAQs and guides on the MOGUARD website. If you still have questions, see the above contact information and call our office well in advance of the closing date.