

DEPARTMENT OF  
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT  
Military Bureau  
Joint Force Headquarters, Maine National Guard  
Camp Keyes, Augusta, Maine 04333-0033

24 July 2014

**ACTIVE DUTY GUARD/RESERVE AGR TOUR ANNOUNCEMENT #14-086  
TITLE 32 USC SEC 502 (f)**

**POSITION:** Property Accounting Technician (920A)

**GRADE:** WO1 – CW2 (Also see Area of Consideration)

**LOCATION:** 521<sup>st</sup> Troop Command, Bangor, ME 04401

**CLOSING DATE:** 08 August 2014

**AREA OF CONSIDERATION:** Open to currently assigned Maine Army National Guard AGR Enlisted Soldiers only, in the rank of Sergeant (E5) or above. (Also see Eligibility Requirement below).

**MILITARY/FULL-TIME ASSIGNMENT:** Selected applicant will be assigned full time as a 920A Warrant Officer in the 521<sup>ST</sup> Troop Command, Maine Army National Guard.

**ELIGIBILITY REQUIREMENT:** Selected individual must be eligible to become 920A qualified per DA PAM 611-21, within one year of assignment/reassignment. Applicants must have a predetermination packet approved from the Quartermaster School to be interviewed and considered for this position. Instructions for completing this predetermination packet can be found at the following link <http://www.usarec.army.mil/hq/warrant/prerequ/WO920A.shtml>.

Interested individuals will work packets through the Office of the Command Chief Warrant Officer. Questions about becoming a Warrant Officer or this predetermination process should be directed to the Warrant Officer Recruiter, CW3 Carlo Paratore at 207-430-5644 or [Carlo.t.paratore.mil@mail.mil](mailto:Carlo.t.paratore.mil@mail.mil). Completed predetermination packets must be received by CW5 Stevens **no later than 31 August 2014**. An interview board will be scheduled and conducted once all Certificates of Eligibility are received from the Warrant Officer Proponent School.

**Current AGR Soldiers** wishing to apply must have the concurrence of their chain of command, and have served at least 18 months in their current assignment unless TAG has waived this requirement.

**LENGTH OF TOUR:** Extension of all AGR Soldiers beyond their initial tour is contingent upon recommendation by the supervisor and final approval by the Adjutant General.

**JOB DESCRIPTION:** See attached job description.

**HOW TO APPLY:** MEARNG AGR applicants will submit a memorandum of interest through their Chain of Command with a courtesy copy sent to HRO-AGR. - Memorandums must reach the HRO-AGR office NOT LATER THAN THE CLOSING DATE. Memorandums received after the closing date will NOT be considered. The inter-office distribution system may be used (no expense incurred to the government). Current Maine AGR Job announcements are available on the internet at

**ACTIVE DUTY GUARD/RESERVE AGR TOUR ANNOUNCEMENT # 14-086 dated  
24 August 2014 (Cont'd)**

<http://www.me.ngb.army.mil/DHR/ANNOUNCEMENTS/DEFAULT.htm> under the "Jobs" link. You may deliver your memorandum **in person**, or **send** them by:

- **Email** (*Preferred Method*) to , or
- **Non government fax** to MENG-HRO-AGR office at (207) 626-4246, or
- **U.S. mail** to "Department of Defense, Veterans, & Emergency Management, ATTN: MENG-HRO-AGR, Camp Keyes, Augusta, ME 04333-0033".

You may deliver your application and other documents **in person**, or **send** them by:

- **Email** (*Preferred Method*) to [ng.me.mearng.list.hro-agr-br@mail.mil](mailto:ng.me.mearng.list.hro-agr-br@mail.mil) or
- Non government fax to MENG-HRO-AGR office at (207) 626-4246, or
- U.S. mail to "Department of Defense, Veterans, & Emergency Management, ATTN: MENG-HRO-AGR, Camp Keyes, Augusta, ME 04333-0033"

**All Applicants are encouraged to contact HRO office at (207) 430-6025 or (207) 430-5906 to verify receipt of their application prior to the closing date of job announcement unless they have received an email confirmation of receipt from HRO.**

**APPOINTMENT:** This position will be filled as soon as possible. The Adjutant General retains exclusive appointment authority of AGR personnel. No commitment will be made to any applicant prior to review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

**DISSEMINATION:** Supervisors/Commanders, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during the announcement period due to school, illness etc., should be notified.

FOR THE HUMAN RESOURCES OFFICER:

//////////SIGNED//////////  
CHRISTOPHER A. MERRILL  
CW3, MEARNG  
AGR Manager

**ACTIVE DUTY GUARD/RESERVE AGR TOUR ANNOUNCEMENT # 14-086 dated  
24 August 2014 (Cont'd)**

**920A - Property Accounting Technician**

**SPECIAL DUTIES AND REQUIREMENTS-**

**Duties:**

Serves as the Property Accounting Technician in both operational and generating force units. Ensures 100 percent property accountability is maintained, all authorized equipment is on hand, on valid requisition, or redistribution order. Locates and acquires standard and nonstandard equipment and supplies through military and non-military supply sources to meet unit readiness and operational requirements. Oversees/validates the small purchase program to prevent fraud, waste, and abuse. Determines equipment funding requirements and coordinates for funds availability with supported units and resource management activities. Develops, executes, monitors, and provides input to the annual supply budget. Coordinates acquisition and priority distribution of new equipment fielding with the Force Modernization Activity. Redistributes excess equipment throughout the command. Processes excess equipment for disposal after all redistribution efforts are met. Monitors unit and/or Government contractor supply operations to ensure compliance with policy and/or contractual requirements. Administers the Command Supply Discipline Program. Trains, develops, and mentors all Army personnel on supply policies, processes, and procedures. The Property Accounting Technician is the primary advisor to the command and supported units on all property accountability and organizational level supply matters.

**521<sup>st</sup> TRP CMD CERFP Requirements**

The Selected individual will be required to participate in an extremely rigorous training program. This training will occur in various school environments, both military and civilian, throughout the country. This duty position will require at least 90 hours of technical training above and beyond any professional development schools. The online Incident Command courses 100, 200, 700, 800 and hazardous material awareness level certification must be completed within 30 days of the AGR order start date. Due to the physical demands of the CERFP mission, the selected individual must meet the medical standards in chapter 9, NGR 500-4 before starting on AGR orders. These eligibility requirements are a condition of continued employment.

NGR 500-4, Chapter 9, para 2.a.:

- a.** Given the physical demands of the NG CERFP mission, special consideration will be given to the physical conditioning readiness. Personnel with a history of physical profile capacity of P-3 or higher IAW 40-501, Standards of Medical Fitness or AFI 48-123, Medical Examinations and Standards should be excluded from consideration for NG CERFP assignments. The ability to don and function in PPE is a requirement for all NG CERFP members. Unit personnel will be screened IAW 29 CFR 1910.120 and all personnel will be required to complete the Occupational Safety and Health Administration (OSHA) Respirator Medical Evaluation Questionnaire annually (29 CFR 1910.133 App C). Personnel who do not meet the minimum physical requirements or have medical/psychological conditions that would preclude service on the NG CERFP will not be assigned, waivers will not be granted.