



DEPARTMENT OF THE ARMY
JOINT FORCE HEADQUARTERS - MONTANA
1956 MOUNT MAJO STREET
FORT HARRISON MT 59636-9725

MONTANA ARMY NATIONAL GUARD
Active Guard Reserve (AGR) Job Announcement

Job Announcement #	ARNG 26-53
Opening Date	14 September 2026
Closing Date	14 October 2026
Position Title	Supply Admin NCO
Duty MOS / AOC	92Y (Unit Supply Specialist) (Applicants are not required to be 92Y qualified to apply)
Grade Authorization	Min Grade: E-4 / SPC
	Max Grade: E-5 / SGT
Organization	1049 th Engineer Detachment Fire Fighters
Duty Location	Fort Harrison, MT
Tour Authority	Full-Time Military Force (FTM) Active Guard/Reserve (AGR) Program Title 32 U.S.C. § 502(f)
Selecting Official	MAJ Clayton Cantrell
Duty Description POC	MAJ Clayton Cantrell (406) 324-5156 clayton.d.cantrell.mil@army.mil

PERSONNEL ELIGIBLE FOR CONSIDERATION

Areas of Consideration	
Area I	Soldiers who have been accessed into the MTARNG AGR Program and have completed more than 18 months of their initial AGR tour.
Area II	Soldiers who are current members of the MTARNG. Soldiers serving on a One-Time Occasional Tour (OTOT) and AGRs who have completed less than 18 months of their Initial Stabilization tour.

POSITION DESCRIPTION: SUPPLY SERGEANT

Serves as the principal logistical NCO for the unit, responsible for the 100% accountability, readiness, and management of all organizational equipment, property, and supply systems. Operating full-time under Title 32 U.S. Code, the incumbent executes and oversees all day-to-day supply operations using GCSS-Army, coordinates physical security for sensitive items, and enforces the unit's Command Supply Discipline Program (CSDP). This position requires continuous maintenance of military membership in the

Montana Army National Guard and ensures the unit is logistically postured and fully equipped for both state missions and federal deployments.

SECTION I: ELIGIBILITY REQUIREMENTS

To be eligible for this position, applicants must meet all eligibility requirements as of the closing date. Applications will be screened against criteria in AR 135-18, AR 40-501, DA Pam 611-21, NGR 600-5, and other applicable regulations. Applications meeting the screening criteria will be forwarded to the selecting official; applications not meeting the screening criteria will not be considered and applicants will be notified in memorandum format.

Requirement Area	Policy & Eligibility Criteria
<i>AGR Entry & Service</i>	Must be eligible to serve an initial three-year (18-month) tour.
<i>Waiver Submissions</i>	Applicants who qualify under AR 135-18, Table 2-1, but have a waivable disqualification under Table 2-2, must include a request for the appropriate waiver with their application packet.
<i>Current Stabilization</i>	Applicants currently under stabilization in accordance with CNGBM 3501.00, NGR 600-5, or MTARNG Title 32 AGR Reassignment Stabilization Policy must attach an approved waiver request with their application.
<i>Duty MOS Qualification</i>	Applicants are not required to be 92Y MOS qualified prior to application; however, selected applicants must meet prerequisites per DA Pam 611-21 to attain qualification.
<i>Security Clearance</i>	Must possess or be eligible to obtain and maintain a minimum-security clearance of SECRET.

SECTION II: CONDITIONS OF ACCEPTING THIS POSITION

Acceptance of this AGR position constitutes agreement to the following terms and operational conditions:

Category	Condition of Service
<i>Tour Stabilization</i>	Mandatory 18-Month Stabilization: The first 18 months of this tour are stabilized, except in cases of mobilization or force structure modifications.
<i>Fitness & Body Composition</i>	Must have a passing Army Fitness Test (AFT) and waist-to-height ratio (WHtR) / body composition assessment within the past 6 months and meet any applicable Combat Fitness Test (CFT) requirements to start on orders.
<i>Medical & Physical Profile</i>	Must have a current Periodic Health Assessment (PHA) completed within the last 12 months.
<i>Substance Screening</i>	Active Guard Reserve (AGR) Soldiers are subject to ongoing periodic urinalysis drug screening.

Category	Condition of Service
<i>Financial & Travel</i>	Must obtain and maintain an active Government Travel Charge Card (GTCC) in good standing. Permanent Change of Station (PCS) expenses may be authorized.

SECTION III: APPLICATION REQUIREMENTS

Required Documents		Accepted Format(s) / Details
<i>All Applicants</i>	Letter of Intent	Memorandum format (<i>sample enclosed</i>).
	Soldier Record Brief	Soldier Talent Profile (STP) (from IPPS-A).
	Medical Readiness (IMR)	MEDPROS Individual Medical Readiness report, printed within the last 30 days.
	Fitness Test (AFT/CFT)	Most recent, ATIS Printout or DA Form 705 (AFT Scorecard).
	Body Composition Assessment (HT/WT or WHtR)	ATIS Printout, DA Form 5500/5501, or Verification Memorandum from Unit.
	Evaluation Reports	Last <u>three</u> DA 2166-9 or DA 67-10 reports.
<i>Area I Additional Documents</i>	Biographical Sketch	IAW NGR 600-200 Figure G-3 (<i>sample enclosed</i>).
	Stabilization Waiver	Required if currently stabilized (<i>sample enclosed</i>).
<i>Areas II Additional Documents</i>	NGB Form 34-1	Application for AGR, completed and signed.
	Physical Profiles	DA Form 3349 (temporary/permanent), if applicable.
	Retirement Points	DA Form 5016 (from IPPS-A).
	Active Service Records	DD Forms 214/15, NGB Form 22, or DD Form 1506.

Application Submission Policies

<i>Accountability</i>	Any missing or expired mandatory documents must be formally explained using a brief, detailed Memorandum for Record (MFR) (<i>sample enclosed</i>).
<i>Draft Evaluations</i>	Only finalized, signed evaluation reports will be accepted. Draft versions will be discarded.
<i>Unsolicited Documentation</i>	Extra documents, including Letters of Recommendation, are prohibited and will not be forwarded to the selection board.

SECTION IV: INSTRUCTIONS FOR SUBMITTING APPLICATION

Emailed packets are preferred and must be submitted as a single PDF (no more than 2 attachments, not to exceed 12MB) to ng.mt.mtarng.list.j1-agr-applications@army.mil prior to 2400 MST on **14 October 2026**. Hand-carried packets must be received by HRO no later than 1630 MST on the closing date. Incomplete, late, or improperly formatted packets will not be considered. Soldiers who fail to comply with these procedures will be notified in memorandum format. Application packets become the property of the MTARNG and will not be returned. For questions regarding the application submission process, contact CW3 David Benson at (406) 324-3248 or via email at david.l.benson40.mil@army.mil.

SELECTION PROCESS & EQUAL OPPORTUNITY

After interviews, the Selecting Official will rate applicants and forward results to HRO-A for final approval and notification. The Montana National Guard is an Equal Opportunity Employer. Selection will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.

```

////////////////////////////////////////
\\              HQ MTNG              //
\\              OFFICIAL              //
////////////////////////////////////////
KENNETH F. FECHTER
Col, MTANG
Human Resources Officer

```

10-92Y. MOS 92Y--Unit Supply Specialist (Unit Supply SPEC), CMF 92 (Effective 202610)

(Army Civilian Acquired Skills Program (ACASP) designated MOS)

a. *Major duties:* The unit supply specialist supervises or performs duties involving request, receipt, storage, issue, accountability and the preservation of individual, organizational installation, facilities and expendable/durable property and equipment. Operating and maintaining the Global Combat Support System (GCSS-Army) an automated supply system for accounting of organizational and installation property and equipment.

(1) *MOSC 92Y10.* Receives and inspects inventories, loads, unloads, segregates, stores, issues, delivers and turns-in organization and installation property and equipment. Operates the GCSS-Army unit level computer. Prepares all unit/organizational supply documentation. Maintains the automated supply system for accounting of organizational property and equipment. Issues and receives small arms. Secures and controls weapons, ammunition, and sensitive items in security areas. Schedules and performs preventive and organizational maintenance on weapons and sensitive items.

(2) *MOSC 92Y20.* Performs duties shown at preceding level of skill and provides technical guidance to lower grade personnel. Inspects completed transactions/work for accuracy and compliance with established policy and procedures. Coordinates property and equipment activities. Reviews and annotates changes to the unit material condition status report. Validates/posts transactions to organizational and installation property records and updates/maintains supporting document files. Determines required method of relief from responsibility for lost, damaged and destroyed property/equipment items.

(3) *MOSC 92Y30.* Performs duties shown at preceding level or skill and provides guidance to lower grade personnel. Directs supply personnel in establishing property and inventory control management functions IAW current policy/procedure directives. Maintain property and equipment under GCSS-Army. Review daily and monthly records of all property and equipment transactions including petroleum products, unit/organizational basic/combat loads and operating supplies. Reconcile all local purchase transactions for fiscal/property accounting. Ensure weapons/sensitive item inventories are conducted IAW current regulatory procedure. Provide technical assistance to unit/organizational equipment and records parts specialist (92A). Assist and advise supply officer and company commander.

(4) *MOSC 92Y40.* Performs supervisory and management duties shown at preceding level of skill. Analyzes statistical data and reports to ascertain trends, conformance to standards and directives and efficiency of operations. Oversee and maintain logistical data provided by the GCSS-Army automated system. Coordinate logistical activities with other staff elements supply and service and motor transport units. Performs duty as a Contracting Officers Technical Representative (COTR). Conducts assistance visits to subordinate elements. Develops and executes training programs.

b. *Physical demands rating and qualifications for initial award of MOS.* Unit supply specialists must possess the following qualifications:

(1) A physical demands rating of Moderate (Gold).

(2) A physical profile of 222222.

(3) Qualifying scores.

(a) A minimum score of 90 in aptitude area CL.

DA PAM 611-21
Chapter 10C, Enlisted MOS Specifications

(b) 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).

(4) Formal training (completion of MOS 92Y course conducted under the auspices of the U.S. Army Quartermaster School) mandatory or meet the ACASP criteria per paragraph 9-5(7)(b) of this pamphlet. Waiver for formal training or ACASP criteria must be submitted to CDR, USAQMC&S, ATTN: ATSM-QMG, Ft Lee, VA 23801-5032 for approval.

(5) ACASP qualification criteria. (Note: Refer to table 9-1 (MOS’ Approved for the Army Civilian Acquired Skills Program (ACASP)).

(6) No documented instances in the last 5 years of conduct which reflect adversely on the character, honesty, or integrity of the Soldier to include:

(a) No conviction by court martial or by any Federal or state court.

(b) No juvenile adjudication by state court.

(c) No punishment under Article 15, Uniform Code of Military Justice (UCMJ) caused by incidents that reflect adversely on the Soldiers integrity and lack of trust.

(d) No letter of reprimand, censure, or admonition under the provisions of AR 600-37, chapter 3.

(e) Voluntary confession after proper rights warning according to Article 31(b), UCMJ, or under applicable Federal or state law. Note: Disqualification under this paragraph is waivable by a military review board.

(7) No other record of disciplinary action under UCMJ or pattern of behavior which indicates a lack of integrity, or which is inconsistent with the 92Y position of trust.

(8) No conviction or other adverse disposition for criminal offenses listed as a misdemeanor or felony as outlined in AR 601-210, chapter 4. This criterion is not waivable.

(9) Per AR 600-8-19, promotion to MSG and SGM requires an interim secret eligibility or higher.

c. Additional skill identifiers. (Note: Refer to table 12-8 for (Listing of universal ASI’s associated with all enlisted MOS).

(1) D6—Advanced Business Analyst (Effective 202606) (personnel only).

(2) 3C-- Operational Contract Support (OCS) (SSG through SGM).

(3) 3D-- Level II Defense Acquisition Workforce Improvement Act (DAWIA) Industrial/Contract Property Management (skill level 3 personnel only) (Effective 202610), (skill level 4 positions and personnel) (Effective 202610).

d. Physical requirements and standards of grade. Physical requirements and SG relating to each skill level are listed in the following tables:

(1) Table 10-92Y-1. Physical requirements.

(2) Table 10-92Y-2. Standards of grade TOE/MTOE.

(3) Table 10-92Y-3. Standards of grade TDA.



DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL

DATE

MEMORANDUM FOR Selecting Official, Job Announcement _____

SUBJECT: Application for Position Vacancy

1. Request consideration for the position of _____, Job Vacancy Announcement # _____.
2. [Address specific qualifications you have for the position applied for. Highlight any pertinent information not evident in your application packet. Include applicable civilian experience that may enhance your ability to perform this mission].
3. [Identify when you would be available to assume this position and whether or not you are willing to work in more than one location. Provide the best daytime phone number and an email to reach you for the Selecting Official to set up an interview].

FIRST MI. LAST NAME
RANK, MTARNG
Position/Job Title

BIOGRAPHICAL SKETCH

Name (last, first, MI):

Date:

DODID:

Primary MOS:

Secondary MOS:

Present Rank:

Date of Grade:

Years of active service and BASD:

Total years of service and PEBD:

Date of Birth:

Place of Birth:

Marital Status:

Home Address:

Home Telephone Number:

Business Telephone Number:

Civilian education:

Military education:

Decorations, awards, and citations (spelled out in order of precedence):

Civilian affiliations:

Significant experience (including duty status and primary civilian occupation or AGR):

(Do not type the following on the sketch)

1. Limit to 2 pages on standard 8 ½" x 11" white paper using a standard courier, pica, or elite font.
 2. If pursuing a degree, list major and minor, institution, and date projected for completion.
 3. List only completed training course. Do not list single sub courses under military education.
 4. Include civilian affiliations, professional, educational and military societies and organizations, and civilian activities such as fraternal, social and service organizations.
 5. In significant experience, list military duty assignments and civilian positions from most recent to oldest.
 6. Do not include a narrative biography, objectives, or abbreviations.
 7. Type entries in regular print. Do not use all capitals, italics, bold fonts, special characters, jargon, or any other gimmicks designed to draw special attention to specific entries on this document. List accurate information that is clear and concise.
-



DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL

DATE

MEMORANDUM FOR Selecting Official, Job Announcement _____

SUBJECT: Explanation for Missing and/or Expired Documents

1. [Identify anything that you are missing in your application packet (i.e. current AFT, NCOERs, etc.) with an explanation as to why].
2. I can be contacted for any questions at [provide best contact phone number and email].

JOHN E. DOE
RANK, MTARNG
Position/Job Title



DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL

DATE

MEMORANDUM THRU

[BN AO], Unit, Street Address, City, State, Zip Code

[BDE AO] (*if applicable*), Unit, Street Address, City, State, Zip Code

FOR: HRO-A, Joint Force Headquarters – Montana, 1956 Mount Majo Street, Fort Harrison, MT 59636

SUBJECT: Stabilization Waiver Request for [RNK Full Name].

1. I, [RNK Full Name], am requesting an exception to policy for stabilization in accordance with NGR 600-5 and MTARNG AGR stabilization policy.
2. I am requesting stabilization waiver to be considered for Job Vacancy Announcement ARNG 26-25. [*Explain your reason(s) for requesting this stabilization waiver*].
3. The point of contact for this memorandum is the undersigned at (xxx) xxx-xxxx or [email].

JOHN E. DOE
RANK, MTARNG
Position/Job Title