

MARYLAND ARMY NATIONAL GUARD

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (667)-887-3998

POSITION VACANCY ANNOUNCEMENT # 26-047

OPENING DATE: 01 APR 2026 CLOSING DATE: 30 APR 2026

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: READINESS NCO (35M4L)

HIGHEST GRADE AUTHORIZED: SFC/E7

ORGANIZATION AND LOCATION: 628TH IEW BN, 8601 Odell Road, Laurel, MD 20708.

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO ON-BOARD AGR ENLISTED SOLDIERS OF THE MDARNG WHO HAVE COMPLETED A MINIMUM OF 18 MONTHS OF THEIR INITIAL TOUR AND TRADITIONAL M-DAY SOLDIERS OF THE MARYLAND ARMY NATIONAL GUARD ONLY.

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATIONS:	ON-BOARD AGR QUALIFICATIONS:
<ol style="list-style-type: none"> 1. Must be in a Ready Reserve status. 2. If an Enlisted Soldier, must be 18 years of age and not have reached his/her 55th birthday. 3. Must not be under current suspension of favorable personnel actions. 4. Must not be entitled to receive Federal military retired or retainer pay. 5. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD. 6. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB-ARM) prior to placement on tour. 8. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program. 	<ol style="list-style-type: none"> 1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18. 2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry. 3. Must meet the body composition standards prescribed in AR 600-9. 5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry. 6. Must be able to complete the Military Education requirements commensurate with the military grade. 7. Enlisted Soldiers in grades E6 and above must possess the required grade, MOS and skill level required by AGR duty position (except for detailed recruiting positions) per AR 135-18, Table 2-1(F) 2a: SSG and above not MOSQ may apply, (unless job stipulates otherwise), but must take a reduction to SGT and submit a memo with their application stating they are willing to take a grade reduction to SGT. 8. Must be eligible for re-enlistment or extension per NGB-ARH Policy #09-26. 	<ol style="list-style-type: none"> 1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18. 2. Must possess MOS of the AGR duty position or become qualified in that AOC within 12 months. 3. Failure to qualify in AGR duty position MOS within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5. 4. Must be within grade requirements of MTOE position and NGB staffing Guide. 5. Soldiers who have not completed a minimum of 18 months of their initial tour may request a waiver of the 18-month stabilization rule through their current Command to be approved by the Chief of Staff (CoS). 6. Stabilization Rule waiver consists of: Letter from Soldier, Endorsements from Chain of Command (CoC), SF 52 w/Executive Summary from Command, and original application packet. 7. A copy of the complete Stabilization Rule waiver along with a copy of the application must reach HRO prior to closing date of the announcement; originals must reach the CoS office prior to the closing date of the announcement.

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Position Number
09921359

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WQK390

DESCRIPTION OF DUTIES: Serves as the 628th IEW Battalion Readiness NCO. Responsible for training, pay and allowances, and readiness on behalf of the command team for a 124 Soldier company. Responsible for supervising and coordinating personnel and administration systems. Aids command team regarding training, medical readiness, evaluations, awards, promotions, discharges, finance, and personnel accountability/reporting. Reviews all correspondence for content and accuracy and serves as a conduit and expeditor of information. Responsible for working closely with other staff members to facilitate and monitor the accomplishment of command decisions and maintain personnel estimates for gains and attrition losses. Will serve within an Intelligence and Electronic Warfare (IEW) Battalion, supporting sensitive administrative operations and coordinating with intelligence staff to ensure mission alignment.

QUALIFICATIONS REQUIRED: MOS: 35M4L: Must possess the following qualifications: A physical demands rating of MODERATE (Gold), a physical profile of 222222, and qualifying scores that include a minimum score of 110 in aptitude area GT on the Armed Services Vocational Aptitude Battery (ASVAB). Normal color vision. Applicant must be a U.S. citizen. Applicant must have or must be able to obtain a TOP SECRET/SCI security clearance. Mandatory formal training. No documented instances in the last 5 years of conduct which reflects 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. No letter of reprimand, censure, or admonition under the provisions of AR 600-37, chapter 3. 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. No other record of disciplinary action under UCMJ or pattern of behavior which indicates a lack of trust or integrity, or which is inconsistent with the 92Y position of trust. No conviction or other adverse disposition for criminal offenses listed as a misdemeanor or felony as outlined in AR 601-210, chapter 4. This criteria is not waivable. Applicants must have a valid state driver's license and be able to operate military vehicles and equipment organic to the unit. Applicant must have a working knowledge of automated office procedures. Applicant must be able to complete the Military Education requirements commensurate with their military grade. Must not have any flagging actions that would prevent them from applying.

SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 18 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. As a condition of employment, service members are required to attend mandatory PEC training courses associated with their FTS positions. Failure to complete course(s) at PEC within the first year of employment may be cause for reassignment to other FT positions or termination from employment.
6. Must sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED
APPLICATIONS WILL BE RETURNED!

SUBMIT APPLICATION IN ORDER LISTED BELOW AS ONE COMPLETED PACKET

- NGB Form 34-1, DATED 20131111** completed, signed, dated and annotated job number
- SOLDER TALENT PROFILE- IPPS-A**
- MEDPROS IMR Report** of current Periodic Health Assessment (PHA) within **12 months** and **HIV Test** within **24 months**
- DA Form 3349** must be submitted for Soldiers with Permanent Profiles
- DA 330 Language Proficiency Questionnaire**
- ASVAB scores (if not reflecting on ERB, submit REDDs report, or Memorandum with new test scores).**
- ATIS/Vantage screenshot with passing AFT within the last 6 months and Height/Weight within 6 months**
- Three latest NCOERs (Gaps in rating periods must be explained in a 'Memorandum for' the President of the Board.**
- Unit memo** verifying no Flagging Actions.
- Security Clearance Memorandum** signed by the Security Manager.
- INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)
 - a) **DA 5016 (IPPS-A): Retirement Points History Statement**
 - b) **DD Form 214s.** Provide all (**Long version copies 2, 4, 7, or 8**), **DD Form 215 or DD Form 220 (if applicable)**
- Completed questionnaire below

Questionnaire:

Y/N

- Are you currently a Maryland Army National Guard Member? _____
- Are you currently AGR? If so, what State? _____
- Are you currently Technician? If so, what State? _____
- Are you currently deployed? If so, what location? _____
- Are you currently on ADOS? If so, with who? & what is the ending date? _____

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**): _____;

EMAIL

**[SUBMIT ONE PDF DOCUMENT ENTITLED 26-047 READINESS NCO \(35M4L\) WITH LAST NAME TO:
ng.md.mdarnq.mbx.mdng-hro-agr@army.mil](mailto:ng.md.mdarnq.mbx.mdng-hro-agr@army.mil)**

***Applications must be received in the HRO not later than close of business on the closing date!
Applications received after the closing date will not be considered.***