

Maryland Army National Guard
Active Guard Reserve (AGR)
Advertisement

Position Vacancy Announcement # 27- 003

SECTION I: ADMINISTRATIVE Authority: Title 32 USC 502(f), AR 135-18, NGR 600-5			
Position Title		Vacancies	Open Date
HUMAN RESOURCES SERGEANT (42A20)		1	2026-10-07
Close Date			
2026-10-22			
7 Digit MIL MOS	MIL PARA/LIN	IPPSA POS #	Maximum Grade:
42A20	102 07	03148743	E5
Full-Time Duty Location			
UIC: WP37AA		UNIT NAME: HO 1100th TASMG	
UNIT ADDRESS (INCLUDE ZIP): 8451 Nike RD BLDG: E4305 Gunpowder, MD 21010			
AGR BRANCH CONTACT INFORMATION			
Email: NG.MD.MDARNG.MBX.MDNG-HRO-AGR@ARMY.MIL		Phone: (667) 887-3998	
SECTION II: AREA OF CONSIDERATION			
☐ Restricted Statewide (On-Board MDARNG Active Guard Reserve (AGR) Soldiers Only) ☒ Unrestricted Statewide (MDARNG AGR & Traditional Soldiers of the MDARNG) ☐ Nationwide (ARNG AGR & Traditional Soldiers that are of the Army National Guard)			
SECTION III: DUTIES AND RESPONSIBILITIES OF POSITION			
Serves as the Human Resources Sergeant with assignment as a 42A20. Duties include but are not limited to assisting and performing personnel and administrative functions at the battalion level. Advise the commander, the staff, and unit Soldiers on all human resource matters. Participate in occupational classification and management of human resources or supervises personnel management of human resources or supervises personnel management activities to include maintaining officer and enlisted personnel records and processing personnel actions concerning Soldiers and their families. Operate and manage field personnel information systems, trains and assist system users, or monitors system activities. Provide and manage postal operations. Administer the unit medical readiness program to enhance personnel readiness and improves deploy ability of the unit. Responsible for maintaining all medical tracking to include, but not limited to, Line of Duty (LOD) injuries and investigations, medical evaluation boards, mandatory vaccinations, profiles, scheduling and tracking medical readiness events, coordinating all BN Periodic Health Assessments, Post Deployment Health Reassessments, MOS/Medical Retention Boards, and Medical Evaluation Boards. Manage the UPL program for the BN. All additional duties as assigned.			
SECTION IV: MINIMUM PROGRAM ENTRY REQUIREMENTS			
For initial entry and subsequent retention in the Full-Time Military Title 32 Section 502(f) Active Guard Reserve (AGR) Program, applicant must meet and maintain the qualifications below and other standard IAW NGR 600-5, AR 135-18, AR 40-501, AR 600-9, AR 600-10, and other regulations			
1. Be a member of the RC of the Army to which the application for entry in the AGR Program is made. 2. When applying for an AGR position on FTNGD under State control, must be a federally recognized ARNGUS Soldier. Physical and Medical: 3. Prior to entry to Active Duty in the AGR Program, must be medically certified as drug free and meet standards in AR 600-110 in reference to HIV. 4. Must meet the Army Body Composition standards IAW AR 600-9 5. When appropriate, the Soldier must also meet the medical fitness standards for flying duty per AR 40-501, or the medical fitness standards for miscellaneous purposes per AR 40-501. If physical, upper, lower, hearing, eye, psychiatric numerical indicator of P3 or P4, then the requirements of AR 635-40 must be met prior to accessioning into the AGR Program. 6. Must be able to perform functional activities, including living in an austere environment, without worsening the medical condition as outlined in AR 635-40 7. Have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501 conducted within last 12 months 8. Must have passed a record Army Fitness Test (AFT) within the last 6 months for on board AGR Members IAW AR 135-18 Table 2-1, Rule B. Military Education: 9. Noncommissioned Officers must be professional military education qualified for their current grade 10. If an enlisted Soldier, must have completed initial entry training and be currently qualified in any Army MOS Mandatory Separation: 11. Able to complete a three (3) year initial tour prior to the date of mandatory removal from an active status based on age, or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives. Grade and Specialty: 12. SSG or above, must possess the required grade and MOS level, authorized for the AGR duty position 13. SGT or below, must have the potential to become MOS qualified in the first 12 months or be released from Active Duty/FTNGD. 14. Enlisted Soldier, in the duty position in Recruiting & Retention must become MOS qualified NLT 6 months after entry onto Active Duty/FTNGD or be released from Active Duty/FTNGD (this is subject to the availability of MOS qualification school, quotas and funding). Reenlistment or Extension: 15. If an enlisted Soldier, must be eligible for reenlistment or extension per NGR 600-200 (ARNGUS) or AR 140-111 (USAR)'s provisions pertaining to the AGR Soldier. Selected individuals must extend their ETS for a period equal to the initial AGR tour. Security Clearance: 16. Possess the valid security clearance required for the grade, MOS/AOC, and duty position; Not be under suspension of favorable personnel actions (flagged) per AR 600-8-2 or barred from reenlistment.			

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SECTION V: SIGNIFICANT INFORMATION PERTAINING TO THIS POSITION

1. **MOS 42A: A minimum score of 90 in aptitude area CL from ASVAB.**
2. Security Clearance: Must have or be able to obtain the level of security clearance required by applicable regulations and directives but not lower than SECRET.
3. E5/SGT must have the potential to become DMOSQ within the first 12 months.
4. Members in the rank of E6/SSG or above, must already possess the DUTY MOS for AGR position. Non DUTY MOSQ'D will require an approve waiver from HRC.
5. Selected applicant must complete mandatory training at the Professional Education Center (PEC) within 12 months of hire.
6. Failure to complete the required military- education training as stated above will result in forfeiture of this position and constitute removal from the AGR Program.

SECTION VI: LENGTH OF TOUR/PROBATIONARY PERIOD

AGR Soldiers will not be promoted into a position other than the one they were hired for nor reassigned during the first 18 months of their initial tour except in the event of mobilization, force structure changes, or command directed reassignments. All AGR Soldiers will be evaluated for their potential for continued active service during their initial (3) year probationary period. During this probationary period, the MDARNG may terminate the individual's employment for any reason. Soldiers who do not achieve an acceptable level of performance may be released IAW NGR 600-4. Soldiers who voluntarily separate from the AGR Program are not eligible to re-enter for one year from date of separation.

SECTION VII: INSTRUCTIONS FOR APPLYING

All applications will be sent to the NG.MD.MDARNG.MBX.MDNG-HRO-AGR@ARMY.MIL. Failure to submit all required documents as outlined below will result in your application not being considered for employment. A lack of required documentation requires the applicant to submit written justification to certify the eligibility.

SUBMIT APPLICATION IN ORDER LISTED BELOW-SUBMIT APPLICATION AS ONE COMPLETED PACKET

- ☐ NGB Form 34-1, **DATED 20131111**
- ☐ **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**
- ☐ **ATIS/Vantage screenshot with passing AFT or DA 705A within the last 6 months and HWtR within 6 months DA 5500.**
- ☐ **Three latest NCOER (Gaps in rating periods must be explained in a 'Memorandum for' the President of the Board.)**
- ☐ **Security Clearance Verification Memorandum signed by Security manager**
- ☐ **Unit memorandum verifying no Flagging Action**
- ☐ **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 on page 3.**

SECTION: VIII: IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION

1. Applicants that do not meet the eligibility requirements outlined above may be eligible for consideration if they meet waiver criteria outlined in AR 135-18 (table 2-2 for entry // table 2-4 for subsequent duty).
2. HRC is the approval authority for DMOSQ or AOC Qualification waivers IAW AR 135-18 Table 2-1 and 2-2.

The Maryland National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color and national origin as such all applications for this position will receive equal consideration.

Questionnaire:

Y/N

- ☐ ☐ Are you currently a Maryland Army National Guard Member?
- ☐ ☐ Are you currently a member in Compo 1 or Compo 3? If so, state which?
- ☐ ☐ Are you currently AGR? If so, what State /Reserves?
- ☐ ☐ Are you currently Technician? If so, what State?
- ☐ ☐ Are you currently deployed? If so, what location?
- ☐ ☐ Are you currently on ADOS? If so, with whom? & 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**):

SUBMIT APPLICATION AS ONE PDF DOCUMENT ENTITLED 26-117 HR NCO (WITH LAST NAME)
TO: ng.md.mdarng.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.