

**CALIFORNIA ARMY NATIONAL GUARD (CAL ARNG)
ACTIVE DUTY GUARD/RESERVE (AGR)
STATEWIDE TOUR ANNOUNCEMENT
(Open to Current CA-ARNG Soldiers Only)**

1. **Tour Number:** FTM: 3-05
2. **Position Title:** Legal NCO (DMOS 27D)
3. **Unit/Location:** 2 Positions
Position 1) HHC, 40th ID (M), Los Alamitos, CA
Position 2) Assign to 115th Area Support Group, Duty Location at
Camp Roberts, CA
4. **Opening Date of Job Announcement:** 3 September 2004
5. **Closing Date:** 4 October 2004
6. **Maximum Grade:** E7
7. **Minimum Grade:** E5
8. **Personnel Eligible to Apply:** (X) Male (X) Female () OFF () WO (X) ENL
Note: Applicants on Active Duty Title 10 must ETS within 45 days of closing date.
 - a. Applicants not MOSQ but are currently working in a 27D slot, must be able to obtain the 27D MOSQ within 12 months of selection IAW DA Pam 611-21.
 - b. MOSQ eligibility criteria IAW DA Pam 611-21:
 - (1) Physical demands rating of light.
 - (2) Physical profile of 222121.
 - (3) A minimum score of 105 in aptitude area CL
 - (4) A minimum typing speed of 30 net words-per-minute.
 - (5) Formal training (completion of MOS 27D course conducted under the auspices of U.S. Army Adjutant General Center and School) mandatory.
 - (6) No court martial conviction or disciplinary action under UCMJ.
 - (7) No record of civil conviction other than minor traffic offenses.
 - (8) No pattern of undesirable behavior as evidenced by civilian or military record.
 - c. Must be able to obtain a SECRET Security Clearance within one year of accession.
9. **Selecting Supervisor:** OIC of the Office of the Staff Judge Advocate
10. **Military Status:** Full-Time Military Title 32 Section 502 (f) (AGR)

11. Applicants must, as a minimum, submit the following documents: If required item(s) are missing from your packet it will be returned to the applicant due to lack of information: *(Please No binders, No document Protectors)*

- a. NGB Form 34-1 (with signature and date). Ensure that you annotate both Tour Number and Position Title on the top of page one, of the application.
- b. Three-quarter-length photograph in class A uniform made within the previous 12 months (“official” military photograph is not required).
- c. **Certified copy** of DA form 2-1 or DD 1966-1, or Recruiter’s Worksheet demonstrating qualifying ASVAB/AFCT scores.
(Certified Copy - See frequently asked questions)
- d. Last 3 NCOERs. (Supervisor must provide written statement/memo providing information as to why soldier’s NCOERs are not available. Applicants in the grade of recently promoted E5s must submit at least one current letter of recommendation in lieu of this requirement ensure that this letter is dated within 45 days of effective date of vacancy announcement and that it highlights job assignment, duties, and capabilities).
- e. **Certified copy** of current DA Form 705 (APFT), within six months for “on-board” AGR soldiers, and within 12 months for traditional guardsmen, ensure that height and weight are annotated *(Certified Copy - See frequently asked questions)*
- f. Must meet standards IAW AR 600-9, submit body fat worksheet, (if applicable).
- g. Current chapter 2 (enlistment standards) or chapter 3, AR 40-501 (retention standards) physical (SF 88 and 93 or DD 2807 and DD 2808)
- h. DA Form 4970 Cardiovascular screening (over 40 soldiers) if applicable
- i. All DD forms 214 (copy must include bottom portion that identifies SPD code)
- j. RPAS statement

** We recommend that you have a member of your unit review your application prior to submission to our office.

FTM: 3-05 Legal NCO (DMOS 27D)

12. Applicants who answer YES to questions 8, or 12 – 18 of section IV, NGB Form 34-1, or have not completed initial entry training (IET) are ineligible to apply to include: **DD214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4,26, AR 135-178 Chapter 8,3 and 635-200 Chapter11.**

13. Applicants selected for AGR, and meeting any one of the following disqualification, will require a HQDA, DCSPER waiver prior to entry.

a. Unable to serve at least five (5) years on AGR Status prior to achieving eighteen (18) years-active federal status or mandatory removal date.

b. Entitled to military retired pay.

1. 14. Duties and Responsibilities: Assist in the administrative operation of the Office of the Staff Judge Advocate [HHC, 40th ID (M); Camp Roberts MTC] legal office(s). Responsible for legal assistance, military justice, claims, Non-judicial Punishment (Article 15) and Courts-Martial administrative procedures, administrative process for Separation/Misconduct Board hearings, and legal administrative support for the Soldiers Readiness Verification (SRV); Wills, Power of Attorney, Notaries, etc.

Other appointed duties: Provide legal training for paralegal specialists statewide and assist in coordinating the CA ARNG JAG Conference every two years for all Legal personnel.

15. Submit application to: OTAG, ATTN: CAJS-HR-AGR, Box 37, 9800 Goethe Road, Sacramento, CA 95826-9101.

NOTE: If you require a certified copy of DA Form 2-1 and/or RPAS statement call 916-854-3268. **COMPLETE APPLICATION (TO INCLUDE ALL REQUIRED DOCUMENTS) MUST BE RECEIVED IN HR-AGR NOT LATER THAN THE CLOSING DATE SHOWN IN BLOCK #5.** Additional copies of this announcement may be obtained from our website at www.calguard.ca.gov/cahr.

16. Selectees (other than on-board AGR soldiers) are required to provide evidence of Chapter 2 or 3 medical examination, taken not more than 24 months prior to the AGR tour start date. If Chapter 2 or 3 are more than 6 months old but less than 24 months, the DA Form 7349 must be accomplished within 60 days prior to the first day of AGR duty to ensure that Chapter 2 or 3 standards continue to be met. The medical examination must indicate compliance with the requirements of chapter 2 or 3 (AR 40-501) and accomplished at an active military medical facility or Military Entrance and Processing Station (MEPS). Human Immune Deficiency Virus (HIV) testing for all soldiers will be accomplished within 6 months prior to initial entry. Pregnancy testing for female soldiers must be accomplished no more than 15 days prior to initial entry.

17. Equal opportunity: The California National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, national origin, political affiliation, marital status, or any other non-merit factor.

