



## DEPARTMENTS OF THE ARMY AND AIR FORCE

### JOINT FORCE HEADQUARTERS - MONTANA

1956 Mt Majo Street  
P.O. Box 4789  
Fort Harrison, Montana 59636-4789

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MONTANA ARMY NATIONAL GUARD  
IDT Position Vacancy Announcement  
Advertisement # IDT 16-086 (This is NOT a full-time position)

OPENING DATE: 25 October 2016

CLOSING DATE: 9 December 2016

POSITION: COMP/DET SYS REP  
DUTY MOS: 94F20  
AUTHORIZED GRADE: SGT/E5  
UNIT/ LOCATION: 1063<sup>RD</sup> SMC, BILLINGS, MT (PLUAA)  
SELECTING OFFICIAL: COMMANDER, 1063<sup>RD</sup> SMC, BILLINGS, MT  
**POC FOR DUTY INFORMATION: SFC SPRENGER / 406-324-5408**

DUTY PERFORMANCE INFORMATION: See DA PAM 611-21, Chapter 10.

ELIGIBILITY:

- a. Soldiers in the rank of CPL/E-4/SPC and SGT/E5 may apply.
- b. Gender neutral.
- c. Must have current Physical or Periodic Health Assessment (PHA) to apply.
- d. Soldiers who are Flagged, or who should be Flagged, are not eligible to apply.
- e. May submit a letter of intent, resume and a biographical sketch.
- f. Technician's must verify technician compatibility prior to submitting an application.
- g. Prior to applying for this vacancy, you must contact Education Service Officer (ESO), CW2 Benson at 406-324-3236 or via e-mail at: ng.mt.mtarng.list.j1-miled@mail.mil to verify continued receipt of bonus/incentives.

APPLICATION PROCESS: Apply in writing directly to this headquarters, ATTN: G1 Army Personnel (EPM), 1956 Mt Majo St, PO Box 4789, Fort Harrison, MT 59636-4789 or submit applications via e-mail to AMY.L.PEMBROKE.mil@mail.mil. The format for submitting an application is provided in enclosures 1 and 2. An official photograph is not required for this announcement. Applicants are not to use binders, folders, or notebooks when submitting an application. Staple the application in the top left corner. **Questions regarding the application process will be addressed to the POC FOR DUTY INFORMATION identified above.**

SELECTION PROCESS: All applications received by close of business by the suspense date will be screened for eligibility and qualifications. Those applicants meeting the eligibility and qualification criteria will be submitted to the unit specified. Technicians must coordinate through HRO for MOS compatibility or have a waiver in place prior to assignment.

- 2 Encls
1. Cover letter
  2. Checklist

////S\\\\\\  
AMY L. PEMBROKE  
MSG, MT ARNG  
Enlisted Personnel Manager

Date: \_\_\_\_\_

MEMORANDUM FOR COMMANDER, 1063<sup>RD</sup> SMC, BILLINGS, MT

SUBJECT: IDT Position Vacancy Announcement, Advertisement # IDT 16-086

1. Request consideration for the IDT position vacancy listed below:

TITLE: COMP/DET SYS REP

RANK: SGT/E5

MOS: 94F20

PARA/ LN: 109/03

2. If accepted for the position, I waive the maximum commuting distance stipulated by AR 135-91 (if applicable).

Encls  
As stated on the checklist

NAME:  
RANK/ SSN:  
UNIT NAME:  
PHONE #:  
E-MAIL ADDRESS:

INACTIVE DUTY POSITION VACANCY ANNOUNCEMENT CHECKLIST

**Submit application with the documents listed below, in the sequence listed:**

|  | Yes   | No    |
|--|-------|-------|
| 1. Cover Letter (see Encl 1).  | _____ | _____ |
| 2. Application checklist (this document).  | _____ | _____ |
| 3. PQR (Personnel Qualification Record).   | _____ | _____ |
| 4. DA Form 2166-8, NCO Evaluation Report, for the last 5 years.  | _____ | _____ |
| 5. Record of height/weight, current within 30 days.<br><b>See Note 2.</b>  | _____ | _____ |
| 6. DA Form 3349, Physical Profile - Permanent or Temporary, if applicable.<br><b>See Note 2.</b>   | _____ | _____ |
| 7. DA Form 5500-R or 5501-R, Bodyfat Content Worksheet, if applicable.<br><b>See Notes 1 and 2.</b>  | _____ | _____ |
| 8. Resume (optional).  | _____ | _____ |
| 9. Letter of Intent (optional).  | _____ | _____ |
| 10. Biographical Sketch (optional).  | _____ | _____ |
| 11. Are you an active bonus or incentives recipient? ( <b>See Note 3</b> )   | _____ | _____ |
| 12. I have verified that I will remain compatible as a technician if I accept this position (applicable to technician's only).   | _____ | _____ |
| 13. Have you contacted the Education Service Officer (ESO), CW2 Benson at 406-324-3236 or via e-mail at <a href="mailto:ng.mt.mtarng.list.j1-miled@mail.mil">ng.mt.mtarng.list.j1-miled@mail.mil</a> regarding bonus/incentives receipt? | _____ | _____ |

**Notes**

1. If record of height/weight indicates the soldier exceeds the standards of AR 600-9, then one of these documents must be provided to show the applicant meets the standards.
2. Must be certified as a copy of the original document by the commander or applicant's designated representative.
3. An active contract is any incentive that requires future payments and/or soldier service obligation to be met before all of the terms of the contract are satisfied.