



**ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT**  
**JOINT FORCE HEADQUARTERS-COLORADO**  
**OFFICE OF THE ADJUTANT GENERAL**  
**6848 South Revere Parkway**  
**Centennial, Colorado 80112-6709**

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ANNOUNCEMENT NUMBER: 26-029

DATE: 17 Feb 26

CLOSING DATE: 17 Mar 26 (21:59 MDT)

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**  
**INFO TECH SUPERVISOR, PARA 004 LINE 01, E7, 25B**

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**APPOINTMENT FACTORS:**      **OFFICER()**      **WARRANT OFFICER()**      **ENLISTED(X)**

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**LOCATION OF POSITION:**

W90F COLORADO REC RET, 6848 SOUTH REVERE PARKWAY CENTENNIAL CO

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**WHO MAY APPLY:**

Must be a current member of the CO National Guard within the grade(s) of E6 and E7.

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**AREA OF CONSIDERATION:** This position is open to the grades of **E6 to E7**.

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**INSTRUCTIONS FOR APPLYING:** The documents listed below **ARE THE ONLY AUTHORIZED** documents to be submitted. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

1. NGB 34-1 (dated 20131111) must be complete with original signature and memos (Must submit explanation memos for yes selections except for question #9 and #17).
2. Photocopy of last 3 NCOERS. If you have less than 3 NCOERS, provide a letter of recommendation.
3. COMPTIA SEC+ Certificate
4. Security verification memo dated within the last 3 months
5. Copy of all DD214's / NGB 22's showing all prior service.
6. Medical Protection System Individual Medical Readiness (IMR) dated within the last 12 months.
7. Report from ATIS showing passing AFT and Height/Weight within the last six months (DA 705 and DA 5500/5501 accepted in lieu of ATIS report)
8. DA 5016 from My Retirement Points tile on IPPS-A or most recent NGB 23A (RPAM) from iPERMS
9. Exception to Policy (ETP) memo for COARNG AGR Soldiers who are under 36 months in their current assignment. Does not apply for promotion, Commander, or 1SG announcements
10. Profiles must be attached if applicable. Pregnancy itself is not a disqualifier.

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**POSITION COMPATIBILITY REQUIREMENTS:**

**The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 25B**

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**MINIMUM APPOINTMENT REQUIREMENTS:**

1. Must be 25B or 79T Qualified
2. Must possess a current Secret clearance.
3. Must possess a COMPTIA SEC+ Certificate
4. PCS funds subject to availability.
5. All application packets must be submitted online @ <https://ftsmcs.ngb.army.mil/Protected/Jobs>. Emailed packets will not be accepted, unless the applicant is deployed. If applicant is deployed, make sure you annotate on subject line of email (DEPLOYED) name and announcement number. Deployed applicants should send application emails to [ng.co.coarng.list.agr@army.mil](mailto:ng.co.coarng.list.agr@army.mil).
6. Per the COARNG AGR Stabilization Policy dated 7 September 2025, AGR Soldiers serving less than 36 months in their current assignment are ineligible for application unless the announcement pertains to a promotion opportunity or an Exception to Policy Memo (ETP) is attached with application.

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**BRIEF JOB DESCRIPTION:**

The Recruiting and Retention Battalion is seeking a qualified and motivated individual to serve as the Information Systems Specialist (ISS). The ISS is the primary automation point of contact, advisor, and troubleshooter for the RRB. This positions is critical in supporting the Service Member (SM) efforts of all RRB personnel by ensuring that automated missioning, tracking, and applicant processing is unhindered.

- a. Obtain, maintain, train, and deploy existing and future Information Technology (IT) resources.
- b. Manage system access request and waiver request for the RRB.
- c. Provide the RRSC with resources and information needed to train their subordinate personnel on automation related issues.
- d. Monitor and evaluate cyber security compliance of system users, communicate technical information to operators, develop training solutions to enhance performance when necessary and assist users locally and remotely in functional support.
- e. Coordinate the acquisition, service, and property accountability of all automation equipment and manage all warranty and non-warranty technical support issues.
- f. Prepare technical studies, reports, and maintain records pertaining to this functional area.
- g. Provide technical support for all end user devices and mission applications.
- h. Inform new users of automation requirements and responsibilities using an in-processing checklist.
- i. Inform the chain of command of automation configuration control violations.
- j. Initiate the acquisition process for the purchase of additional automation equipment, if required.
- k. Ensure all end user devices maintain cyber security compliance.

I. Provision and maintain user accounts in mission applications.

m. Provide ARNG REQUEST Operations Center (ROC) with any changes in personnel for user ID updates in the REQUEST program.

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**SELECTING SUPERVISOR:**

CSM John Gimeno

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**CONTACT INFO:**

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**EQUAL OPPORTUNITY:**

The Colorado National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, sex, national origin, or reprisal.