

**SOUTH DAKOTA ARMY NATIONAL GUARD M-DAY  
VACANCY ANNOUNCEMENT**



**South Dakota Army  
National Guard  
Adjutant General's  
Office**  
2823 W. Main Street  
Rapid City, SD 57702

**Announcement #**

**Opening Date**

**Closing Date**

**Position Title:**

**Duty Location:**

**MOS/Job Code:**

**Position Grade:**

**PARA/LINE:**

**Minimum Grade to apply:**

**POSITION ID:**

**Maximum Grade to apply:**

**Open to:**

**General Eligibility Requirements**

**DUTY DESCRIPTION**

**Physical demands rating and qualifications for initial award of MOS**

**POINT OF CONTACT FOR APPLICATION PROCESS:**

**NAME:**

**PHONE:**

**Email:**

**POINT OF CONTACT FOR BOARD & POSITION:**

**NAME:**

**PHONE:**

**Email:**

**Special Information**

**Application and Selection Procedures**

Submit applications via EMAIL to:

E-mail Subject Line should only contain Announcement # - Rank, Last Name, First Name (Example: 20-125 – SGT Snuffy, Joe).

Application required documents: (All documents scanned as one PDF/TIF document preferred).

- Copy of ERB
- Copy of last three (3) NCOERs (if applicable)
- Complete biographical information (Resume) - attached
- Individual Medical Readiness (IMR) from MEDPROS -
- DTMS ITR including current APFT and HT/WT - must have successfully completed & passed most recent APFT within **18 MONTHS** of announcement **OPENING DATE**.
- DA 4187 vacancy approval (attached)

**Equal Employment Opportunity:** The South Dakota National Guard is an Equal Opportunity Employer. Selection will be made without regard to race, religion, color, national origin, sex, political affiliation, or age. Eligibility must be consistent with assignment policies. Selection will be made from those applicants' determined best qualified in terms principally involving experience, demonstrated ability/performance, and training.

Applicants may be subject to personal interview upon notification of time and place. Necessary travel is at applicants own expense. Inquiries concerning specific aspects of the duty position should be directed to above named POC for this announcement.

**(All applications must be received no later than the closing date of announcement)**

**\*\*\*PLEASE INCLUDE YOUR READINESS NCO IN EMAIL TRAFFIC\*\*\***

Signature of authorized official for announcement:

# BIOGRAPHICAL SUMMARY

## **PERSONAL INFORMATION:**

NAME: (LAST, FIRST, MI)

HOME ADDRESS: (MAILING ADDRESS, CITY, STATE, ZIP CODE)

CONTACT TELEPHONE NUMBER:

## **CIVILIAN EMPLOYER INFORMATION:**

CURRENT EMPLOYER:

BRIEF DESCRIPTION OF YOUR RESPONSIBILITIES:

BUSINESS TELEPHONE NUMBER:

CIVILIAN EDUCATION: (highest level, School name and city/state)

## **MILITARY ORGANIZATION INFORMATION:** PRESENT UNIT OF ASSIGNMENT:

PRIMARY MOS:

DUTY MOS:

PRESENT GRADE OF RANK:

DATE OF RANK:

YEARS OF SERVICE:

MILITARY EDUCATION: (highest level complete)

SIGNIFICANT EXPERIENCE: (summary of applicable experience)