



MISSOURI NATIONAL GUARD  
JOINT FORCE HEADQUARTERS  
IKE SKELTON TRAINING SITE  
2302 MILITIA DRIVE  
JEFFERSON CITY, MISSOURI 65101-1203

S: 31 Aug 24  
S: 2 Feb 25

NGMO-PER-AB (600-8-19D)

1 Aug 24

MEMORANDUM FOR DISTRIBUTION A & I

SUBJECT: Statewide Vacancy Announcement (**SWVA #24-0739**)

1. The current EPS list has been exhausted and the following position is open statewide for best select interviews:

- a. Unit Name / UIC: CO I, 536TH SUPPORT BN / WV56J0
- b. MOS / Duty Title: 92A / #2 Equipment Record/Parts Sergeant
- c. Position # / Grade: 08345474 / E5
- d. Location: Jefferson City, MO

2. Applicability:

- a. Current ARNG Soldiers in grades E3 through E5 in any MOS, and E5 Active Army and USAR Soldiers who currently hold the 92A MOS.
- b. MOS specific duties and qualification requirements are listed in the enclosed. Reference DA PAM 611-21, chapter 10-92A.

3. Instructions:

- a. Interested, qualified candidates are encouraged to apply by the first packet submittal suspense of **31 Aug 24** to be considered for the initial interview process, or until this announcement has been removed from its moguard.ngb.mil listing.
- b. Thereafter, if no selection is made, Commanders may conduct additional interviews at their discretion until **2 Feb 25**, or a selection is made.
- c. Soldiers will submit completed applications and all other required documentation to MSG Cassie R. Jones at [cassie.r.jones2.mil@army.mil](mailto:cassie.r.jones2.mil@army.mil) or SSG Patrick M. Mathews at [patrick.m.mathews4.mil@army.mil](mailto:patrick.m.mathews4.mil@army.mil). Reference the SWVA number located in the above subject line on all documents.

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4. Soldiers holding a Select Reserve Incentive Program bonus are recommended to consult with the Education & Incentives office to determine compatibility.

5. All units will post this announcement on their unit bulletin board and in their monthly newsletter until this announcement is removed from its manguard.ngb.mil listing. For additional information, see the MOARNG FY24 EPS MOI, dated 15 July 2023.

FOR THE MILPO:

TABITHA D. OSIER  
MAJ, MS, MOARNG  
Chief, Military Personnel Services Division

**10-92A. MOS 92A--Automated Logistical Specialist (Auto Log Spec) CMF 92 (Effective 202111)**

a. *Major duties.* The Automated Logistical Specialist supervises and performs management or stock record/warehouse functions pertaining to receipt, storage, distribution and issue, and maintains equipment records and parts. Duties for MOS 92A at each level of skill are:

(1) *MOSC 92A10.* Uses the Enterprise Resource Planning (ERP) systems to maintain stock records and other inventory, materiel control, accounting and supply reports. Establishes and maintains accounting records, posts goods receipts and turn-ins. Reviews and verifies quantities received against bills of lading, contracts, purchase requests and shipping documents. Unloads, unpacks, visually inspects, counts, segregates, palletizes and stores or issues incoming materials and equipment. Conducts preventive maintenance checks and services (PMCS) on Long Life Reusable Containers (LLRC). Repairs and constructs fiberboard or wooden containers. Packs, crate, stencil, weigh and band equipment and materials. Construct bins, shelving and other storage aids. Processes request, and turn-in documents through warehousing section. Processes inventories, and warehousing documents. Performs shop stock list (SSL) duties in manual and automated supply applications. Prepares, annotates and distributes shipping documents. Breaks down and distributes field rations. Operates material handling equipment (MHE). Perform accounting and sales functions in self-service supply. Uses ERP systems to simplify and standardize the collection and use of maintenance and material logistics data. Improves readiness management and visibility by providing equipment status and asset data. Raise the quality and accuracy of performance, cost, backlog, man-hour, and material information through improved maintenance management. Sets up and connects logistics communications enablers to ERP systems to effectively transmit logistics data between the enterprise.

(2) *MOSC 92A20.* Performs duties shown at preceding level of skill and provides technical guidance to junior graded personnel. Ensures that inventory and bin management are performed in accordance with established procedures. Instruct warehouse personnel in loading, unloading, segregation, palletizing and selection of stock and storage areas. Perform property disposal storage functions. Ensure application of special procedures for handling, storing, packaging and shipping retrograde material. Performs analysis of history and activity files pertinent to ERP system rejected documents. Reviews recommended additions and deletions to authorized stockage list directed by Army expert ASL team. Maintains accounting records of property disposal activity. Review requests for major and controlled items. Reconcile activity records for monthly and quarterly reporting and status reviews. Manages controlled, critical and reserve stocks and operational readiness floats. Perform financial management functions. Prepares data input and utilizes Automated Data Processing (ADP) output to assist in materiel management. Prepares reports on labor and equipment, available storage space, relocation of materiel, warehouse refusals and stock requirements. Assist unit maintenance personnel in planning maintenance program. Simplifies and standardizes the collection and use of maintenance data. Improves readiness management and visibility by providing equipment status and asset data. Responsible for the quality and accuracy of performance, cost, backlog, man-hour, and parts data through improved maintenance management. Plans and coordinates subsistence supply activity. Ensures subsistence items stockage objectives are met. Directs corrective action to minimize spoilage, flavor contamination and improper warehouse practices.. Supervise the set up and connection of logistics communications enablers. Ensures communications enablers and ERP systems work in sync and troubleshoots when out of sync.

(3) *MOSC 92A30.* Performs supervisory duties shown in preceding levels of skill. Assigns duties, instructs and supervises subordinates in proper work techniques and procedures. Plans and analyzes operational data and reports to ascertain degree of conformity with established policies, work standards and procedural directives. Reviews all goods movement through the storage activity ensuring all movements are completed within established time guidelines. Reviews and analyze business intelligence/business workplace (BI/BW) reports to identify deficiencies and determine ways to improve warehouse efficiency. Inspects and evaluates inventory management activities. Directs logistics personnel in establishment and maintenance of supply and inventory control management functions. Reconcile problems in the ERP system. Analyzes, establishes and directs modification to authorized stock levels based on recommendations provided by the expert ASL team. Plans and organizes receipt, issue, storage

and maintenance of records for all classes of supply except CL III (Bulk), CL V and CL VIII. Ensures compliance with current regulations and directives pertaining to financial inventory, accounting and stock funding. Determines current and projected repair requirements. Direct lateral redistribution of stock. Prepares and updates warehouse planograms. Conducts inspection of activities to ensure compliance with standards of serviceability, reclamation, salvage and disposal procedures. Conduct warehousing surveillance and inspections IAW Care of Supplies in Storage (COSIS) program directives. Prepares reports on personnel and equipment availability, storage space, relocation of materiel and warehouse goods reversals. Serves as warehouse foreman, chief accountant, or accountable officer (if required). Establishes issue schedules and procedures. Manages and maintains communications enablers. Conducts execution management for planning logistics sustainment requirements at the brigade combat team (BCT) level. Conducts material management planning at sustainment brigade or higher element for tactical logistics requirements.

(4) *MOSC 92A40*. Performs supervisory duties shown in preceding level of skills. Conducts inspections and provides technical assistance to storage activities. Assist in the development and preparation of operations information including plans, maps, sketches, overlays and other data related to supply organization employment. Performs liaison and staff duties in a supply and maintenance activity or in a command and staff logistics activity. Analyze operations statistical data and reports to ascertain functional trends, conformance to standards and directives and efficiency of operations. Review material receipt and off-line document processing procedure. Responsible for the requisition, accountability, wholesomeness and the safe storage of subsistence items for division size elements and larger. Plans and writes LOIs for subsistence support for major field exercises. Works with and advises installation food service and installation menu board. Interprets and uses command and CONUS annual food plans. Ensures compliance with directives related to subsistence supply storage and distribution operations, including worldwide operations. Manage the operation of a troop issue subsistence activity.

(5) *MOSC 92A50*. Serves as the principal NCO of logistics support operations. Supervises operations of organizations performing supply and related service operations such as decontamination, transportation, and property disposal operations. Supervises the planning of all classes of supply requirements in support of Army operations based on the operational environment. Supervises open and covered storage, receiving, classification, issue materiel handling, supply locator systems, facility safety and supply security operations. Supervise management of materiel support functions in stock control and accounting, procurement, inventory control and item financial management. Supervises development and preparation of operations information, plans, maps, sketches, overlays and related data to employment supply and service organizations. Analyzes reports on supply and service support operations.

b. *Physical demands rating and qualifications for initial award of MOS*. Automated logistical specialists must possess the following qualifications:

(1) Physical demands rating of Significant (Gray).

(2) Physical profile of 222222.

(3) Qualifying scores.

(a) A minimum score of 95 in aptitude area CL in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

(b) A minimum score of 92 in aptitude area CL on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.

(c) A minimum score of 90 in aptitude area CL on ASVAB tests administered on and after 1 Jul 2004.

(d) A minimum OPAT score of Standing Long Jump (LJ) – 0140 cm, Seated Power Throw (PT) – 0400 cm, Strength Deadlift (SD) – 0140 lbs., and Interval Aerobic Run (IR) – 0040 shuttles in Physical Demand Category in “Significant” (Gray).

(4) Per AR 600-8-19, promotion to MSG and SGM requires an interim secret eligibility or higher.

(5) Mandatory formal training.

c. *Additional skill identifiers.* (Note: Refer to table 12-8 (Listing of universal ASI's associated with all MOS)).

(1) N8--Sustainment Automation Support Management Office (SASMO) (skill level 2 thru 4 only).

(2) R1--Rough Terrain Container Handler (RTCH).

(3) 1E--Knowledge Management Professional.

(4) 3C--Operational Contract Support (OCS) (SSG thru SGM).

d. *Physical requirements and standards of grade.* Physical requirements and SG relating to each skill level are listed in the following tables:

(1) *Table 10-92A-1.* Physical requirements.

(2) *Table 10-92A-2.* Standards of grade TOE/MTOE.

(3) *Table 10-92A-3.* Standards of grade TDA.