



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 377TH THEATER SUSTAINMENT COMMAND  
400 RUSSELL AVENUE, BUILDING 492  
NEW ORLEANS, LOUISIANA 70143-5077

S: 14 April 2017

AFRC-SLA-PR

14 March 2017

MEMORANDUM FOR Commanders, Army Reserve Operational, Function, Training and Support Commands Human Resources Command, 1600 Spearhead Division Ave., Fort Knox, KY 40122

SUBJECT: Position Vacancy Announcement for the ACofS, G1 Plans Officer, 377th Theater Sustainment Command, New Orleans, LA 70143-5077

1. Reference AR 614-100, Chapter 5, Officer Assignments Policies, Details, and Transfers, 1 Oct 06.
2. Applications are being accepted for the following position at the 377th Theater Sustainment Command, NAS JRB New Orleans, LA 70143.

<u>Rank</u>	<u>Title</u>	<u>Para/Line</u>	<u>Branch</u>	<u>UIC</u>	<u>Available</u>
MAJ	Plans Officer	112/01	AG/42H	WNBUR1	Immediate

3. General Duties: Serves as the 377th Theater Sustainment Command, Human Resource Plans Officer for the largest two star command in the Army, comprising of over 35,000 Soldiers across six Mission Support Commands and one Special Troop Battalion. Responsible for preparing sustainment command specific human resources plans, annexes, and estimates; assessing the progress of current human resources support; coordinate human resources support requirements with supporting commands; produce annexes and commander's estimates in support of current and future plans; track common operating procedures ensuring human resources support provides timely input to current operations and coordinate with staff planners across functional areas.

4. The following eligibility criteria apply:

- a. Be in the grade of Major or Captain (P).
- b. Have passed the Army Physical Fitness Test (APFT) within the past 12 months and meets height/weight standards in accordance with Army Regulation 600-9.
- c. Not under Suspension of Favorable Personnel Actions (FLAG) for any reason.

AFRC-SLA-PR

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d. Applicants Mandatory Removal Date (MRD) must be a minimum of three years from the projected assignment date. The board may waive this requirement.

e. Current Secret Security Clearance.

5. Application instructions:

a. Submit applications via email, by the suspense date to Mr. Orienfro Chestnut at [orienfro.j.chestnut.civ@mail.mil](mailto:orienfro.j.chestnut.civ@mail.mil) and CW2 Felicia Smith at [felicia.c.smith11@mail.mil](mailto:felicia.c.smith11@mail.mil).

b. Title the email "377 TSC G1 Plans Officer Application," and attach all documents in the order listed below, as a single file Adobe Acrobat .pdf file.

c. Application must include the following items:

1) Profiled Officer Evaluation Reports (OER) covering the previous 5 years. Applicants should download OERs directly from their Army Human Resource Record (AMHRR) and ensure that they bear a HQDA generated label. The applicant should exercise care in redacting all rating chain Social Security Numbers (SSN) throughout these documents.

2) Automated Record Brief (ARB). TPU Soldiers can pull a copy of their ARB by accessing the Army Reserve G-1's Soldier Support site at <https://selfservice.rcms.usar.army.mil>. To correct or update your ARB contact your unit Administrator, Reserve Personnel Action Center (RPAC) or S-1 staff.

3) Current DA Form 705 (APFT Scorecard) within past 12 months, DA 5500-R or DA 5501-R (if applicable).

4) Military Biographical Summary or Resume of Career Service.

5) Statement of Travel Distance.

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6. Point of contact for this announcement is SFC Wednesday Daniels at (504) 552-5825, or email Wednesday.m.daniels.mil@mail.mil.

FOR THE COMMANDER:

Encl  
Statement of Tvl Distance

  
ALYNDA W. MALLARD  
Human Resources Officer

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Commander, 377th TSC STB (AFRC-SLA-ST)