



**DEPARTMENT OF THE ARMY
U.S. ARMY HUMAN RESOURCES COMMAND
1 RESERVE WAY
ST. LOUIS, MO 63132-5200**

S: 11 July 2004

AHRC-EPH-B

8 June 2004

MEMORANDUM FOR

Commanders, All USARC Major Subordinate Commands (DCS PER/G1/ACSPER/ ACSPA)
Commander, US Army Europe and Seventh Army (AEAGC-RC-AR), APO AE 09007
Commander, US Army Pacific (ARPC-AR), Fort Shafter, HI 96858-5100
Commander, US Army Special Operations Command (AOPE-RPB), Fort Bragg, NC 28307-5200

SUBJECT: Announcement of Nominative Command Sergeant Major (CSM) Position Vacancy

1. Applications are being accepted for the position of Command Sergeant Major, HQ, 81st Regional Readiness Command (RRC), Birmingham, Alabama. Request widest possible dissemination of this announcement to ensure that all eligible CSMs and SGMs with reappointment rights have the opportunity to submit a packet.
2. **SUMMARY OF DUTIES:** The incumbent will serve as the Command Sergeant Major for the Commander, 81st Regional Readiness Command. Serves as the principal advisor to the Commanding General and members of the staff on all enlisted issues to include personnel, training and readiness posture. Maintains liaison with the senior enlisted leadership throughout the 81st RRC, with higher headquarters, with CSMs in other commands within the 81st RRC region and with professional military associations.
3. **ELIGIBILITY CRITERIA:** Only current CSMs and SGMs with reappointment rights may apply. Applicants must be a graduate of the Sergeants Major Academy and must be able to complete this assignment prior to reaching Maximum Years of Service or Mandatory Removal Date (age 60). Applicants must ensure that they will be released from their assigned agency. An AGR CSM who is selected for this nominative position must be released from active duty to accept this position.
4. The 81st RRC commander desires the following qualifications:
 - a. Possess excellent management, leadership and communication skills.
 - b. Possess broad technical and operational knowledge of Enlisted Personnel Management Systems; Army Training Management System; Enlisted Advancements and Promotions; Retention and Incentive Programs; Non-Commissioned Officer Evaluations Report (NCOER) and Education Systems (NCOES); and Command Sergeant Major Selection and Management Program.
 - c. Must be physically fit and able to promote the Army Physical Fitness Program and meet height/weight standards of AR 600-9.

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- d. Have served as a CSM at brigade level or higher.
 - e. Have completed the Sergeants Major Academy.
 - f. Must be available and willing to perform extensive periods of duty and travel above the regular scheduled IDT and AT.
 - g. Combat support or combat service support background is preferred.
5. APPLICATION PROCEDURES: Submit applications directly to HQ, 81st Regional Readiness Command , ATTN: AFRC-CAL-PRR, 255 West Oxmoor Road, Birmingham, AL 35209-6383. Applications must be postmarked prior to 11 June 2004. All applications received after 11 June 2004 will be returned without action.
6. Application packets will consist of the following:
- a. Current DA Photo IAW AR 640-30 (must be within 12 months).
 - b. Biographical summary. Use format shown in AR 135-205, figure 6-1. Do not include supporting documentation.
 - c. Current certified copies of DA Forms 2A and 2-1. The following will be entered in item 35, DA Form 2-1 and will be completed by the soldier: "I have reviewed the information contained herein and it is correct and complete", signature and date.
 - d. Certified copies of the last five NCOERs.
 - e. Current DA Form 705, Army Physical Fitness Test (must be within 6 months).
 - f. DA Form 1059, Certificate of Completion from Sergeants Major Course.
 - g. DA Form 5500-R or DA Form 5501-R, if applicable.
7. For additional information call 1-877-749-9063 ext 1732.

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COL, AG
Director, Enlisted Personnel
Management Directorate