



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, 85TH DIVISION (TRAINING SUPPORT)
1515 WEST CENTRAL ROAD
ARLINGTON HEIGHTS, ILLINOIS 60005-2475

S: 15 July 2004

AFRC-TIL-PR (135)

4 May 2004

MEMORANDUM FOR

Commanders, All USARC Major Subordinate Commands, ATTN: DCSPER/G1/ACSPER/ACSPA
Commander, U.S. Army Europe and Seventh Army, ATTN: AEAGC-RC-AR, APO AE 09007

Commander, U.S. Army Pacific, ATTN: ARPC-AR, Fort Shafter, HI 96858-5100

Commander, U.S. Army Special Operations Command, ATTN: AOPE-RPB, Fort Bragg, NC
28307-5200

Commander, U.S. Army Human Resources Command ATTN: ARPC-EPH-B, 1 Reserve Way
St. Louis, MO 63132-5200

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

1. The purpose of this memorandum is the announcement of a nominative CSM position vacancies indicated below. Only current CSMs and SGMs with reappointment rights may apply. Request widest dissemination down to battalion level.

HQ's, 85th Division (TS), 1515 West Central Road, Arlington Heights, IL 60005-2475

2. The incumbent will serve as the Command Sergeant Major for the 85th Division (Training Support) Command. Serves as the principle advisor to the Commanding General and members of the Staff on all enlisted issues to include personnel, training and readiness. Maintains liaison with the senior enlisted leadership throughout the Command, with higher headquarters and professional military associations.

3. The commander desires the following qualifications:

- a. Excellent management, leadership and communication skills.
- b. Graduate of the Sergeants Major Academy.
- c. Be physically fit and able to promote the Army Physical Fitness Testing and training program.
- d. Demonstrate exemplary military bearing; meet height/weight standards IAW AR 600-9.
- e. Has previously served as a CSM at Brigade level or higher.

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f. Possess broad technical and operational knowledge of Enlisted Personnel Management, Army Training Management System, Army Training Requirements and Resources System (ATTRS), Enlisted Advancement and Promotion System, Retention and Incentive Programs, Noncommissioned Officer Evaluation System (NCOER), Noncommissioned Officer Education System (NCOES), Army Reserve Qualitative Retention Program and Command Sergeants Major Selection and Management Program.

4. The application packet will consist of the following:

- a. Current official photo IAW AR 640-30.
 - b. Statement of acceptance (enclosure), which indicates position(s), that the soldier is applying for, with preference noted in "choice" column. Distance from HOR should be noted on form.
 - c. Outline of qualification as shown in AR 135-205, Figure 6-1 (without attachments).
 - d. Certified copies DA Forms 2A and 2-1.
 - e. Certified copies of last five NCOERs.
 - f. Unit Commander's certification that applicant meets height/weight standards IAW AR 600-9. Include DA Form 5500-R/5501-R, as applicable.
 - g. Verification of security clearance.
 - h. Applicant's signed statement of verification that data contained in packet is current and accurate.
5. All applications will be submitted to Headquarters, 85th Division (TS), ATTN: SGM Sutter, 1515 West Central Road, Arlington Heights, IL 60005-2475, to arrive 15 July 2004.
6. For additional information contact at (800) 741-4650, Ext. 7684.

FOR THE COMMANDER:

Encl
as

//s//
LAWRENCE O. DAHL
COL, AR, USAR
Assistant Deputy Chief of Staff
Personnel

STATEMENT OF ACCEPTANCE

Name	SSN	Date
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If selected I accept assignment to the following Command Sergeant Major position(s):

<i>Choice</i>	<i>Unit</i>	<i>Geographical Location(s)</i>	<i>Distance from HOR</i>
	HQ's, 85th Division (TS),, 1515 West Central Road,	Arlington Heights, IL 60005-2475	

Indicate 1st or 2nd, etc., choice in the block to the left of each position for which you agree to serve.

I certify that I am within reasonable travel distance of the position(s) for which I have applied or that I am willing to travel at no expense to the government. Additional travel at no expense to the government may also be required if units subordinate to the unit for which I am selected are located in a different city than the headquarters units shown above. I understand that if I accept the selected assignment that I must complete a four-year tenure unless reassigned sooner for the benefit of the USAR, unit relocation or inactivation.

CSM, USAR