

Oregon Air National Guard



OREGON MILITARY DEPARTMENT

NGOR-AC/AGR

P. O. Box 14350

SALEM, OREGON 97309-5047

YOU MAY EMAIL YOUR APPLICATION TO:

usaf.or.142-fw.mbx.jfhq-or-ac-agr@mail.mil

VIEW ALL CURRENT AIR AGR JOB ANNOUNCEMENTS AT:

<http://www.142fw.ang.af.mil/Resources/Careers/>

NATIONWIDE ACTIVE GUARD/RESERVE (AGR) POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: AF19-507

OPEN DATE:
02 Nov 2018

CLOSING DATE:
02 Dec 2018

UNIT/LOCATION:

**173RD MAINTENANCE SQUADRON
173RD FIGHTER WING, KLAMATH FALLS, OREGON**

POSITION:

AIRCRAFT MAINTENANCE SUPERINTENDENT

(Vacancy and grade contingent on resource availability)

POSITION GRADE: CMSGT / E-9 *

PD #: D1444 MAX MILITARY RANK AT TIME OF APPLICATION AND HIRE: **CMSGT / E-9 ****

MIN MILITARY RANK AT TIME OF APPLICATION AND HIRE: **SMSGT / E-8 ****

GRADE/SERIES:

WS-8801-14

NOTES:

-PROMOTION TO THE HIGHEST GRADE MAY NOT BE SUPPORTED BY THE UNITS MANNING AUTHORIZATIONS

* PROMOTION TO THE GRADES OF O-4, O-5, O-6, E-8, E-9 ARE CONTINGENT ON THE AVAILABILITY OF A CONTROL GRADE

UMD Position #: 0954009

** HIRING AT THE MAX MILITARY RANK IS CONTINGENT ON CONTROLLED GRADE AVAILABILITY

- PROJECTED START DATE: **TBD**

POSITION AFSC: 2A600**

****Applicant must possess at least a 9 Skill-Level in 2AX90 or 2WX90 to qualify****

This is a cross-training opportunity if you meet the above AFSC criteria

MINIMUM ASVAB SCORE and PULHES Requirements: Individual scores will be validated upon receipt of application to ensure entrance into the AFSC is met

For additional information about ASVAB scores, reference the "Additional Information" section in this announcement.

WHO MAY APPLY FOR THIS POSITION:

THIS ANNOUNCEMENT IS OPEN TO ALL CURRENT MEMBERS OF THE OREGON AIR NATIONAL GUARD AND
THOSE ELIGIBLE FOR MEMBERSHIP IN THE OREGON AIR NATIONAL GUARD

AREAS OF CONSIDERATION:

FIRST AREA: CURRENT PERMANENT FULL-TIME SUPPORT PERSONNEL OF THE OREGON AIR NATIONAL GUARD

SECOND AREA: CURRENT TRADITIONAL MEMBERS OF THE OREGON AIR NATIONAL GUARD

THIRD AREA: THOSE ELIGIBLE FOR MEMBERSHIP IN THE OREGON AIR NATIONAL GUARD

FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:

SECTION/SHOP SUPERVISOR : CMSgt JOSEPH MCKENZIE, 541-880-0936, DSN- 830-0936

FSF HR LIAISON : MSGT AIMEE WHALING, 541-885-6580, DSN- 830-6580

APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.

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DESCRIPTION OF DUTIES

Provides significant input for the overall allocation of personnel, funding and equipment resources to the organizational segments supervised to accomplish work operations which, because of their scope, volume, complexity, operational tempo, and total force integration must be planned on annual or longer basis. More representative to the actual planning responsibilities associated with this job would be the day to day work accomplishment and direct involvement with work operations planning to include daily, weekly, monthly, and quarterly forecasting. Because of the Total Force Mission integration with the USAF, keeps unit assigned Air National Guard mission aircraft in combat ready status and able to be fully integrated with USAF aircraft and missions upon activation and regular contingency operations, in addition to daily training and support missions. Integrates work to include: aircraft and aircraft system modifications (Time Change Technical Orders), deployment and mobility planning, human resources and financial forecasting, recurring Air Force mandated inspection requirements, mission and weapons systems changes, contingency planning relating to carrying out the military mission of the wing, and the implementation of policies and procedures in the accomplishment of the work. Analyzes work plans developed by subordinate supervisors and leaders for accomplishment of assigned work. Determines priority of work to be accomplished in relation to future demands, including anticipated or emergency requirements mandating reallocation of resources. Provides higher level management and/or leadership information on status of work, budget estimates, required changes in equipment, facilities, techniques etc. for mission planning purposes. Evaluates potential impact of improved technologies on existing programs and practices and recommends proposed changes to cognizant authority. Participates, as required, with higher level management and staff organizations in interpreting changing environmental requirements to include work techniques, specification changes, standard improvements, modifications to shift structures, equipment modernization, facility requirements and improved work flow processes.

Coordinates and directs the work of units supervised. Assigns and explains work requirements to subordinate supervisors and sets deadlines. Balances workload for subordinate work groups. Promotes economical and efficient work operations. Analyzes production, cost and personnel utilization records and makes adjustment in operations to correct problems. Provides inputs for changes to operating instructions and initiates work plans to be followed by subordinate workers in accomplishing critical or emergency work projects. Spot checks work operations to assure production and quality standards are achieved. Coordinates work operations with other organizations and functions, as well as with primary shift management and supervision. Encourages employees to achieve management goals.

Recommends promotion or reassignment of subordinate supervisors and reviews personnel actions prepared by them. Makes formal appraisal of subordinate supervisors' work performance and reviews employee appraisals submitted by them. Determines supervisory training needs for all levels of subordinates developing resource options, justifications and methods to accomplish training. Uses various management tools and computer technologies to ensure effective control of work activities. Participates in production meetings to set priorities in accomplishing the scheduled maintenance plan. Promotes and administers such programs as cost reduction, incentive awards, suggestions and quality assurance. Ensures that regulations governing safety and housekeeping are observed. Assures that subordinate supervisors carry out such programs as labor management and equal opportunity. Schedules and approves leave. Ensures that position descriptions are accurate and that position management principles are followed. Assures that appropriate production reports and administrative records are maintained. Acts on personnel problems referred by subordinate supervisors. Hears and resolves grievances and ensures proper corrective action is taken.

Implements safety regulatory requirements. Ensures that subordinates wear appropriate safety equipment and follow pertinent safety precautions. (5) Prepares for and participates in various types of readiness evaluations, inspections, mobilization, and command support exercises, and Operations Other Than War (OOTW). May be required to perform such additional duties as structural firefighting, aircraft fire/crash/rescue duty, security guard, snow removal, munitions loading and handling, heavy equipment operation, maintenance of facilities and equipment or to serve as a team member on boards to cope with natural disasters or civil emergencies.

ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM

- Must be a member or eligible to become a member of the Oregon Air National Guard.
- Member will be required to hold a compatible military assignment in the unit they are hired to support.
- Member's military grade will not exceed the maximum military duty grade authorized on the Unit Manning Document (UMD) for the position.
- Member must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards, Attachment 2 before being placed on an AGR tour.
- Member must have retainability to complete the tour of military duty.
- Member must not be eligible for, or receiving a federal retirement annuity.
- Member must comply with standards outlined in AFI 36-2905, Fitness Program to be eligible for entry into the AGR program.
- Member must meet all eligibility criteria in ANGI 36-101, The Active Guard/Reserve Program.

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- Member must hold required AFSC or be eligible for retraining (if applicable) and meet all eligibility criteria in AFECDAFOCD

ADDITIONAL INFORMATION

- AGR members will participate with their unit of assignment during Regular Scheduled Drill (RSD).
- AGR tour lengths in the State of Oregon are governed by Director of Staff - Air
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years, per ANGI 36-101
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score. Scores are reflected on your personnel RIP.
- If your ASVAB score does not meet the minimum required IAW AFECDA Attachment 4, contact your servicing MPF. You have the option to retake the test.
 - You must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.
- A law enforcement background check may be required prior to appointment to this position.
 - By submitting a resume or application for this position, you authorize this agency to accomplish the check.
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APPLICATION INSTRUCTIONS

APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT.
 ***** **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED** *****

WRITTEN EXPLANATION IS REQUIRED FOR ANY MISSING DOCUMENTS

Current AGR members and those who wish to become an AGR must submit the following:

- ☐ NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, Form Version Dated 11 November 2013
 - Announcement number and position title must be annotated on the form
 - Download the current form version from;
<http://www.ngbpdn.ngb.army.mil/forms/Adobe%20PDF-F/ngb34-1.pdf>
- ☐ Current Report of Individual Personnel (RIP). Documents must show your ASVAB scores.
 - RIP can be obtained from the virtual MPF (vMPF)
 - Select 'Record Review', and then 'Print/View All Pages'
- ☐ Copy of current passing physical fitness assessment. (from AF Portal, <https://www.my.af.mil/>)
- ☐ AF Form 422, Physical Profile Serial Report <https://asims.afms.mil/imr/MyIMR.aspx> (CURRENT within 5 years, validated within 12 months)

ORANG - Air Technicians interested in converting to AGR status:

- Selection for the advertised position does not constitute acceptance into the AGR program.
- Once notification of a selection is made, the individual is required to submit a request to change status through their current chain of command and forward to the Joint Forces Headquarters Office, AGR Section.
- The AGR Manager will evaluate the request against The Adjutant Generals state policy **CPM-131, "Limitation on Change of Status between the Technician and AGR Career Programs"**, to ensure compliance.
<http://www.142fw.ang.af.mil/Resources/Fact-Sheets/Display/Article/438152/air-national-guard-job-opportunities/>
- The Adjutant General is the final approving authority.

Current Technicians who wish to remain in Technician status must submit the following:

- ☐ Detailed Resume
- ☐ Copy of RIP
- ☐ Copy of current passing physical fitness assessment
- ☐ A list of references

TECHNICIAN APPLICATIONS WILL BE EVALUATED ON THE FOLLOWING EXPERIENCE:

General Experience – Your resume must describe your experience which directly relates to the position being advertised and must be substantiated with your months of experience under your job history.

Specialized Experience for Technicians –

- Within your resume identify how you have gained specialized experience for this position
- Applicants applying at the **WS-14** level must have **36 months** experience in positions which demonstrate the required Specialized Experience

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READ THIS SECTION COMPLETELY!!

IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION

- AGR Service in the Oregon Air National Guard is governed by applicable AFI, ANGI, Selective Retention Review Boards (SRRB) and Command Policy Memorandums (CPM)
- Applicant must type or print in legible dark ink, **SIGN AND DATE** the application, or use **DIGITAL SIGNATURE** on the new form versions
- Include the announcement number and position title on your application
- ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE of the NGB FORM 34-1
- Use SECTION V – CONTINUATION/REMARKS to fully explain any "YES" answers, (except 9 & 10)
- A current passing Fit Test will suffice for a "YES" response to question 17
- **FAILURE** to provide this documentation will result in the application not being processed
- **E-Mail is the preferred method of application receipt**
- **Complete application packet should be in a single PDF format document**
- Limit file size to less than 3MB (1MB or less is ideal)
- You may paper clip your application, **Do not** staple, bind, tab, or use document protectors
- Submit only single sided copies of all application documents submitted
- Do not fax applications
- Applications mailed in government envelopes will not be accepted
- When mailing your application it is recommended that you obtain a delivery confirmation receipt
- Applications will be accepted until 1630 of the announcement closing date

E-MAIL APPLICATIONS TO: usaf.or.142-fw.mbx.jfhq-or-ac-agr@mail.mil (preferred method)

Place the Announcement Number and Last Name **ONLY** in the E-Mail Subject Line.
(example: AF19-5XX Doe)

Encrypted email may be sent to the address listed above

Secure File Upload may be done at AMRDEC SAFE: <https://safe.amrdec.army.mil/safe>
(Reference AMRDEC SAFE Guide online)

Applications can also be mailed to:

The Oregon Military Department
NGOR-AC / AGR - Air
P.O. Box 14350 / 1776 Militia Way
Salem, Oregon 97309-5047

All applications (E-Mail or US Mail) must be received or post marked by the announcement closing date.

*THE OREGON AIR NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER
SEEKING THE MOST HIGHLY QUALIFIED APPLICANTS*

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