

Oregon Air National Guard



OREGON MILITARY DEPARTMENT
NGOR-AC/AGR
P. O. Box 14350
SALEM, OREGON 97309-5047

YOU MAY EMAIL YOUR APPLICATION TO:
142.WG.JFHQ-OR-AC-AGR.Org@us.af.mil

VIEW ALL CURRENT AIR AGR JOB ANNOUNCEMENTS AT:
<http://www.142fw.ang.af.mil/Resources/Careers/>

STATEWIDE ACTIVE GUARD/RESERVE (AGR) POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: AF22-633	OPEN DATE: 25 July 2022	CLOSING DATE: 24 August 2022
UNIT/LOCATION: 173D CIVIL ENGINEER SQUADRON 173RD FIGHTER WING, KLAMATH FALLS, OREGON		
POSITION: CE COMMANDER (Vacancy and grade contingent on resource availability)		
PD #: D1552	POSITION GRADE: MAJOR	
GRADE/SERIES: GS-0810-13	MAX MILITARY RANK AT TIME OF APPLICATION AND HIRE: MAJOR* MIN MILITARY RANK AT TIME OF APPLICATION AND HIRE: CAPT	
NOTES: UMD Position #: 002589140J -PROMOTION TO THE HIGHEST GRADE MAY NOT BE SUPPORTED BY THE UNITS MANNING AUTHORIZATIONS PROMOTIONS TO THE GRADE OF MAJOR ARE CONTINGENT UPON THE AVAILABILITY OF A CONTROLLED GRADE - PROJECTED START DATE: TBD		
POSITION AFSC: 032E3G** **This is not a cross-training-opportunity;		
WHO MAY APPLY FOR THIS POSITION: THIS ANNOUNCEMENT IS OPEN TO ALL CURRENT MEMBERS OF 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		
FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL: SECTION/SHOP SUPERVISOR: COLONEL WILLIAM WILKINSON 541-885-6696/DSN 830-6696 HR LIAISON: SMSGT AIMEE WHALING/MEGHAN McMACKIN, 541-885-6580 / DSN 830-6580		

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***** PLEASE READ THIS ANNOUNCEMENT COMPLETELY *****

DESCRIPTION OF DUTIES

This is an interdisciplinary architect or engineer position. The nature of the work is common to architecture or several engineering disciplines. The duties assigned to this position can be classified in any of the following architecture or engineering occupational series: General Engineering, GS-801 (this includes Architectural and Construction Engineering); Architecture, GS-808; Civil Engineering, GS-810; Environmental Engineering, GS-819; Mechanical Engineering, GS-830; Electrical Engineering, GS-850. The position may be filled with an incumbent qualified in any of the above occupational series. The position will be classified to the occupational series of the incumbent selected at the time that the position is filled.

This position is located in the ANG Base Engineering Division. Serves as the ANG Base Architect/Engineer and, as such, plans, directs, supervises and develops all architect/engineering and personnel management activities in the broad areas outlined below regardless of source of funds or methods of accomplishment. Manages all Air Force real property, utilities, and custodial, sanitation, and entomological services. Provides for and manages the maintenance and repair of plant facilities and equipment; fire protection and inspection; recovery from damage to facilities from any cause including decontamination from a chemical, biological, and nuclear incident or direct terrorist and conventional attacks; natural disaster preparedness actions: reporting through the Air Force Operational Reporting System (AIM 55-11) installation damage, and the assistance and funding required to recover the ANG Base. An additional purpose of the position is to provide supervision and management of engineering, services, disaster preparedness and readiness (weapons of mass destruction, chemical, biological and nuclear defense), explosive ordnance disposal (EOD) (where applicable) and crash-fire-rescue (CFR) for the ANG installation including tenant organizations. Supervises, through subordinate supervisors, a sizable work force of professional engineers, architects and highly skilled supervisory and non-supervisory personnel having divergent occupational specialties and representing a wide range of grades.

This position requires military membership. It is designated for National Guard officer incumbency only. The incumbent provides supervision, subordinate guidance and team leadership to Non-Dual Status and Dual Status employees. Incumbent performs long term planning and organizational development necessary to accomplish architecture and engineering functions for programs essential to state Air National Guard daily operations, training, and readiness missions. Fosters an environment conducive to teaming among service providers and customers to meet state Air National Guard requirements.

b. DUTIES AND RESPONSIBILITIES:

1. Plans and organizes facility planning and public works architect and engineering activities and ANG Base-wide responses to natural disasters, terrorist attacks and fire response services in accordance with USAF directed concept of operations. Plans and directs the major functional areas such as readiness (wing-wide response to natural disasters, major civil and military aviation accidents, attacks, and terrorism responses; wing-wide nuclear, biological and chemical defense preparation), plant facilities, engineering, long range facilities program development, engineering and construction, operations and maintenance, fire protection engineering, environmental engineering and fire department first responses to fires and hazardous chemical incidents. Provides the ANG Base with the following: (a) designs for ANG Base-accomplished work (contract or In-house); (b) project development plans and specifications for contract work; (c) engineering and planning incident to master planning, development of military construction programs, including preliminary design, and the preparation of maintenance, repair, and minor construction fund programs; (d) fire protection and prevention program; and (e) expertise on environmental protection requirements, reports, and written assessments. Exercises authority as the ANG Base Engineer in planning, supervising, managing, directing, controlling and coordinating activities. Such authority extends to engineering and management decisions in the operation and administration of the engineering program. Directs operations through subordinate technician, military, and/or state civilian supervisory personnel.

2. Reviews mission change documents, program guides, regulations and directives, and determines engineering requirements for the construction, alteration, modification, repair and maintenance of all buildings, hangars, nose docks, shops, utility plants, ramp areas, roads and grounds, etc. to provide the installation with the capability for accomplishing the unit mission, (i.e., provide for the training of a Group/Wing to achieve combat readiness). Considers a variety of elements in determining funds available, contour of land, soil condition, weather and its effect upon building material, new engineering concepts, USAF Guides, etc.

3. Serves as advisor and sole recommending agent to the Commander, and a variety of inter-governmental regulatory agencies on all activities within the scope of the assigned functions. Provides professional advice pertaining to the accomplishment of engineering work in all disciplines as related to engineering projects pertaining to repair, rehabilitation, replacement and/or construction projects. Represents the Wing Commander in a staff capacity at higher command levels, presenting and defending projects, manpower and budget requirements as well as revisions to the master plan to meet emergency needs of this installation. Serves as voting member of the facilities board, setting the agenda, providing advice, recommendations, and resolution of problems relating to ANG Base engineering facilities operations and maintenance, construction, ANG Base planning, and status of projects. Serves as the Wing's sole officer in planning and execution of readiness homeland defense measures, major accident responses, and training of the ANG Base personnel in the ability to survive and operate in nuclear, biological or chemical environments that results from hostile action. Serves, on orders, as the Assistant United States Property and Fiscal Officer for Real Property and is responsible for all ANG Base real property and facilities programs.

4. Plans, organizes, and directs the development and implementation of policies and procedures to secure maximum efficiency and economy in total operations, sound organizational structure, and maximum utilization of skills within legal, regulatory and professional engineering requirements established by ANG Base regulations, building, life safety and environmental codes, higher echelon, and funds limitations. Directs the timely accomplishment of design and construction

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activities with full local responsibility for technical adequacy and accuracy of all professional engineering data; insures timely accomplishments and preparation of design and specifications development for locally solicited and administered contracts, and assures compliance with requirements of environmental protection and energy conservation. Establishes and monitors internal controls; ensures uniform application of regulations, policies, directives, and professional architect/engineering practices. Determines operational trends and forecasts requirements. Determines and coordinates acquisition and use of money, manpower, equipment and material. Plans organizational structures and operations carrying out architectural or engineering responsibilities effectively and economically.

Assigns and explains work requirements for new or changed programs, and resolves technical, administrative and management problems submitted by subordinates. Selects or assists in selection of key civilian and military supervisory personnel and initiates other personnel actions such as step increases, promotions, etc. Establishes performance requirements, and accomplishes performance evaluations of immediate subordinates. Reviews performance evaluations as well other personnel actions prepared by subordinate supervisors and approves as appropriate. Determines need for in-house training program or secures off-base training geared to needs of subordinates. Participates in the resolution of formal grievances to include negotiation with union officials as necessary. Initiates informal and formal disciplinary action.

5. Consults and gains consensus approval with ANG Engineering Directorate and Engineering Divisions, selected civilian professional engineers, and/or the Navy Facilities Engineering/Corps of Engineers (COE) offices for higher echelon-approved projects under the Military Construction Program and Real Property Maintenance Program and the requirements pertinent thereto. Receives preliminary plans and specification, as furnished by architect/engineer related to proposed new construction. Studies drawings, specifications, and cost estimates and makes recommendations for anticipated mission changes. Assures surveillance over, and directs the inspection of, contractor accomplishment of projects to insure maintenance of scheduled progress and compliance with architect/engineering specifications and safety requirements. Coordinates problem solutions with the COE, A&E and HQ ANG and participates in joint inspection of completed projects. Provides the sole technical engineering recommendations for approval and acceptance of all ANG Base facility and public works projects.

6. Directs and assures submissions of detailed specifications and related engineering and cost data to the ANG Base Contracting Officer or to the United States Property and Fiscal Officer on capabilities required of contractors and related essential data pertaining to ANG Base let and Base administered contracts. Reviews abstracts of bids, analyzes capabilities of contractors and recommends selection of contractor for award of contract. This includes contractual services, architectural-engineering services, and/or construction contracts. Participates in negotiations during preconstruction conferences and insures continuing surveillance of contractor's project accomplishment for adherence to schedules, compliance with specifications, contractual provisions, and safety requirements. Determines need for changes in engineering requirements as project progresses. Recommends change orders by approving deviations (such as field changes, relocations) from plans and specifications which do not conflict with standards prescribed in contracts, and are within funds limitations. For changes requiring higher echelon approval, prepares and formulates necessary information and reports pertinent to project accomplishment. Makes final inspection of contractor-accomplished projects for technical adequacy, accuracy, compliance with contract provisions, and final acceptance or disapproval.

7. Provides technical instructions and information on engineering and other technical requirements and assigns phases of projects to subordinate engineers, engineering technicians, and draftsmen. Reviews the progress of the project and, upon completion, directs changes to achieve technically accurate and adequate layout and design computations, specifications, and estimates. Directs and reviews establishment and maintenance of record drawings, related files, compilation of data for annual budgets and revisions thereto, and project capitalization.

8. Establishes technical engineering and architectural, processes, criteria and functions. Prepares or directs the preparation of engineering and architectural drawings, specifications and cost estimates for the construction, modification and maintenance of a wide variety of military buildings, structures, pavements, grounds and utilities systems. Assures uniform application of guiding principles contained in published regulations, directives, and policies, and recognized professional engineering practices in the fields of civil, structural, mechanical, heating, refrigeration, air conditioning, sanitation, water supply, sewage treatment, paving, liquid fuels storage and dispensing, fire prevention, agronomy and entomology, environmental protection, and energy conservation. Reviews architectural drawings, sketches, and specifications for technical adequacy, constructability, maintainability, operability, and interpretation in terms of requirements for manpower, supplies, and equipment. As required, designs non-standard facilities to meet local conditions, and assumes full professional responsibility for the technical sufficiency of completed engineering and architectural work. Participates, as technical consultant and government engineering/architectural representative, in conferences with architectural-engineering firms to insure that completed designs meet Air Force requirements in terms of technical sufficiency and economical use of funds, and materials. Indicates and takes follow-up action on such changes in plans and specifications as may be required in order to meet technical, functional, and utilization requirements. Prepares for record and higher authority, studies, briefs, reports, summaries, etc., pertaining to the ANG Base engineering functions and responsibilities.

9. Serves as the ANG Base Fire Marshal and exercises full federal authority over the ANG Base's fire protection program. Acting with the assistance and/or through a subordinate experienced fire protection specialist, administers the ANG Base fire protection program by insuring the incorporation of essential fire protection engineering in all project work. Additionally, insures that operational fire fighting and rescue by ANG Base forces or contract is adequate for Air National Guard requirements, and assures that inspections and education of ANG Base facilities and personnel respectively are appropriate and thorough. Assures development of plans for fire fighting and mutual support by agencies involved during fire fighting emergencies.

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10. Serves by appointment as the ANG Base environmental coordinator and as such is authorized direct contact with regional offices of the Environmental Protection Agency in order to keep the ANG Base and appropriate committees current on requirements.

11. Supervision exercised: Through subordinate supervisors, directs approximately twenty-five or more civilian, state, and military employees engaged in readiness, crash fire- rescue, engineering design, explosive ordnance disposal, engineering and operational facility maintenance duties. Is responsible for providing training and facilities for the OJT and proficiency training of

approximately 100 drill status officers and airmen. Exercises personnel management responsibilities normally found in positions at this level including identification of training needs for supervisors and technical staff members.

12. Serves as the Air Commander's representative at meetings and conferences with the National Guard Bureau, Headquarters Air Force, and Air National Guard; other federal agencies such as the Corps of Engineers, OMB, FAA, EPA, state, local government and civil bodies, as well as private

agencies. Coordinates plans on proposed projects as well as matters concerning ongoing operations and problems of mutual concern. Has authority to make decisions and commitments in line with prior

ANG Base policy and planning, such as, priority of new construction and maintenance accomplishment, acceptance of completed work, facility disposal, real estate acquisitions, budget and personnel requirements, accommodations of new and proposed equipment, etc. Acts as a

liaison with local municipal and civil organizations in establishing and presenting the Air National Guard image.

13. Develops and maintains effective engineering staff relationships with ANG Base and tenant organizations. In staff meetings and in daily activities, presents briefings on acquisitions, construction, operation, maintenance, and financial management concerning real property facilities. Identifies and discusses problems as well as corrective actions being taken, program status, including fiscal aspects of the engineering portion of the annual budget, and related matters of interest to the Commander and his/her staff.

-- Performs other related duties as assigned.

x. Other duties as assigned.

ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM

- Member must meet all eligibility criteria in ANGI 36-101, The Active Guard/Reserve Program.
- Must be a current 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 hold required AFSC or be eligible for retraining (if applicable) and meet all eligibility criteria in AFECD/AFOCD

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 AGR tours in Oregon will not exceed 3 years; follow-on tours will be from 1 to 6 years, per ANGI 36-101 and ORANG force management policy
- 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 this background check.

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

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- Download the current form version from;
<https://www.ngbpmc.ng.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833>
- ❑ 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 Fitness Tracker report from the myFSS application: <https://myfss.us.af.mil/USAFCommunity/s/>
- ❑ - Last three Performance Reviews
- ❑ - Résumé

ORANG - Air Technicians interested in converting to AGR status:

- Selection for the advertised position does not constitute acceptance into the AGR program.
- **Indicate in your email your intent to convert to an AGR, if selected.**
- 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.

ORANG - Air Technicians wishing to remain in Air Technician status:

If you are a Technician applying to this PVA and choose to remain a Technician, you will need to submit the same above application documents **AND a Résumé** to the AGR mailbox.

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 **DIGITALLY SIGN**
- 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 & 17)
- **FAILURE** to provide this documentation will result in the application not being processed
- **E-Mail is the preferred method of application receipt**
- **All documents must be consolidated into a single PDF, in the order listed above, with the announcement number and last name as the file name (example: AF22-XXX - Doe). Do NOT use the portfolio feature. Documents that cannot be combined due to digital signatures should be attached separately following the same naming convention ("AF22-XXX – Doe – 1")**
- Limit file size to less than 5MB
- 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 the announcement closing date

Email applications to 142.WG.JFHQ-OR-AC-AGR.Org@us.af.mil (preferred method). **Place the Announcement Number and Last Name ONLY** in the E-Mail Subject Line. (example: AF22-XXX Doe) Encrypted email may be sent to this address.

Applications can also be mailed to:

The Oregon Military Department
NGOR-AC / AGR - Air
P.O. Box 14350; 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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