

# 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](mailto: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/>

## NATIONWIDE ACTIVE GUARD/RESERVE (AGR) POSITION VACANCY ANNOUNCEMENT

<b>ANNOUNCEMENT NUMBER: AF22-642</b>	<b>OPEN DATE:</b> 16 August 2022	<b>CLOSING DATE:</b> 15 September 2022
<b>UNIT/LOCATION:</b>  <b>142D MAINTENANCE SQUADRON</b> <b>142D WING, PORTLAND, OREGON</b>		
<b>POSITION:</b>  <b>MUNITIONS SYSTEMS</b> <b>Fenced AGR Resource</b>  (Vacancy and grade contingent on resource availability)		
<b>PD #:</b> NGD2575000	<b>POSITION GRADE: MSGT</b> <i>MAX MILITARY RANK AT TIME OF APPLICATION AND HIRE: MSGT*</i> <i>MIN MILITARY RANK AT TIME OF APPLICATION AND HIRE: TSgt</i>	
<b>GRADE/SERIES:</b> WG-6641-10	<b>NOTES:</b> -PROMOTION TO THE HIGHEST GRADE MAY NOT BE SUPPORTED BY THE UNITS MANNING AUTHORIZATIONS	
<b>UMD Position #:</b> 009716011C	- PROJECTED START DATE: <b>01 DECEMBER 2022</b>	
	<b>POSITION AFSC: 2W071**</b> <b>**This is not a cross-training-opportunity; Must hold at least a skill-level of 7</b>	
<b>WHO MAY APPLY FOR THIS POSITION:</b> 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		
<b>AREAS OF CONSIDERATION:</b> 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		
<b>FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:</b> SECTION/SHOP SUPERVISOR: CMSgt KRISTEN MILLER 503-335-5047 HR LIAISON: MSGT JESSICA CALDWELL, 503-335-4029 / DSN 638-4029		

**APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.**  
**\*\*\*\*\* PLEASE READ THIS ANNOUNCEMENT COMPLETELY \*\*\*\*\***

## DESCRIPTION OF DUTIES

**1. Specialty Summary.** Responsible for safety, security, and accountability of all nonnuclear munitions and related components. Performs and manages munitions production and materiel tasks and activities. Identifies munitions and equipment requirements. Operates and maintains automated data processing equipment (ADPE) to perform inspection, testing, and stockpile management activities. Stores, maintains, assembles, issues, and delivers assembled nonnuclear munitions. Routinely demilitarizes nonhazardous munitions. Operates and maintains munitions materiel handling equipment (MMHE). Develops and implements munitions materiel management concepts and procedures. Complies with explosive, missile, and ground safety, security, and environmental directives and practices. Identifies munitions by filler, color code, marking, or physical characteristics. Receives, stores, handles, and transports nuclear weapons. Related DoD Occupational Subgroup: 164500.

### **2. Duties and Responsibilities:**

2.1. Tests, assembles, and processes nonnuclear munitions. Prepares munitions for loading on aircraft. Checks safe and arm mechanisms. Installs warheads, guidance units, fuses, arming wires, squibs, strakes, wings, fins, control surfaces, and tracking flares. Processes aircraft gun ammunition. Maintains and reconditions munitions and MMHE. Reconditions, repairs, and replaces defective or missing parts. Maintains operational or bench stock materiel and secures replenishment. Modifies munitions and MMHE when directed. Inspects munitions for serviceability and applies munitions product assurance procedures. Installs spotting charges in bombs. Processes ammunition. Inspects ammunition, components, and containers for defects. Prepares documentation indicating identification and quantity of assets. Performs routine demilitarization of nonexplosive munitions items. Repackages munitions and applies container markings.

2.2. Receives, stores, handles, and transports nonnuclear munitions via multiple modes (air, sea, land). Unloads and unpacks munitions. Checks shipping documents for accuracy. Delivers munitions to assembly, storage, or maintenance areas. Prepares munitions for shipment. Determines and maintains storage facilities, reports, safety, and security requirements. Performs inspections and maintains inspection and storage records. Issues nonnuclear munitions. Performs operator maintenance on munitions vehicles and equipment. Performs munitions materiel management and materiel accounting functions. Performs and oversees management and procedural application of manual and automated positive inventory control. Determines inventory control actions. Conducts inventories and corrects discrepancies. Accomplishes requisitioning actions and maintains due-in, due-out, and status files. Maintains source document control and ensures validity and completeness. Recommends system and program changes to data processing methods. Develops and maintains stock level data. Monitors excess munitions programs. Prepares reports. Operates and maintains ADPE for munitions accounting, reporting, and status configuration. Coordinates with maintenance activities on repairable munitions components. Obtains material for equipment modifications, periodic component exchange, and maintenance. Receives, stores, handles and transports nuclear weapons. 2.3. Establishes and evaluates performance standards, maintenance controls, and work procedures. Computes data to support financial planning and programming. Analyzes and validates munitions host-tenant and interservice munitions support agreements and plans. Develops methods and techniques to maintain and recondition munitions and handling equipment. Evaluates munitions account condition, identifies deficiencies, and initiates corrective actions. Ensures compliance with policies, directives, and procedures. Evaluates munitions equipment maintenance. Evaluates procedures for assembling, renovating, and storing munitions; and procedures for demilitarization of nonexplosive munitions. Provides status information and expected completion dates. Analyzes mission effectiveness, program requirements, and stock control levels, and validates requirements. Analyzes stockpile requirements to determine type and quantity of munitions facilities needed to safely store, inspect, maintain, and secure munitions assets.

### **3. Specialty Qualifications:**

3.1. Knowledge. Knowledge is mandatory of: composition and characteristics of munitions, storage, safety, and security and environmental requirements and procedures; fusing and arming systems; technical drawings; precision measuring tools and equipment; wiring diagrams; handling, use, and disposition for nonhazardous materials; munitions materiel accounting systems; basic mathematics; policies and procedures for accountability and pecuniary liability; techniques of munitions materiel management and procurement; Air Force property accounting; munitions policies and procedures; inventory and stock control; preparing and maintaining munitions records and documents; procedures for hazardous and nonhazardous materials; and procedures for assets turn in. 3.2. Education. For entry into this specialty, completion of high school or General Education Development equivalency is mandatory.

## 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 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.

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- 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 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 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**

<p><b><i>Current AGR members and those who wish to become an AGR must submit the following:</i></b></p> <ul style="list-style-type: none"> <li>❑ NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, <b>Form Version Dated 11 November 2013</b> <ul style="list-style-type: none"> <li>○ Announcement number and position title must be annotated on the form</li> <li>○ Download the current form version from; <a href="https://www.ngbpmc.ng.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833">https://www.ngbpmc.ng.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833</a></li> </ul> </li> <li>❑ Current Report of Individual Personnel (RIP). <b><i>Documents must show your ASVAB scores.</i></b> <ul style="list-style-type: none"> <li>○ RIP can be obtained from the virtual MPF (vMPF)</li> <li>○ Select 'Record Review', and then 'Print/View All Pages'</li> </ul> </li> <li>❑ Copy of current passing Fitness Tracker report from the myFSS application: <a href="https://myfss.us.af.mil/USAFCommunity/s/">https://myfss.us.af.mil/USAFCommunity/s/</a></li> </ul>
<p style="text-align: center;"><b><i>ORANG - Air Technicians interested in converting to AGR status:</i></b></p> <ul style="list-style-type: none"> <li>➤ Selection for the advertised position does not constitute acceptance into the AGR program.</li> <li>➤ <b>Indicate in your email your intent to convert to an AGR, if selected.</b></li> <li>➤ 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.</li> </ul>
<p style="text-align: center;"><b><i>ORANG - Air Technicians wishing to remain in Air Technician status:</i></b></p> <p style="text-align: center;">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 <b>AND a Résumé</b> to the AGR mailbox.</p>
<p style="text-align: center;"><b><i>READ THIS SECTION COMPLETELY!!</i></b></p> <p style="text-align: center;"><b><i>IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION</i></b></p> <ul style="list-style-type: none"> <li>➤ AGR Service in the Oregon Air National Guard is governed by applicable AFI, ANGI, Selective Retention Review Boards (SRRB) and Command Policy Memorandums (CPM)</li> <li>➤ Applicant must type or print in legible dark ink, <b>SIGN AND DATE</b> the application, or <b>DIGITALLY SIGN</b></li> <li>➤ ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE of the NGB FORM 34-1</li> </ul>

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- 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](mailto: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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