

Oregon Air National Guard



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

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

ANNOUNCEMENT NUMBER: **AF22-553-2** OPEN DATE: 7 February 2022 CLOSING DATE: 26 August 2022

UNIT/LOCATION:

**142D OPERATIONS SUPPORT FLIGHT
142D WING, PORTLAND, OREGON**

POSITION:

AIRFIELD MANAGEMENT
(Vacancy and grade contingent on resource availability)

POSITION GRADE: TSGT

PD #: D14570 MAX MILITARY RANK AT TIME OF APPLICATION AND HIRE: TSGT*
MIN MILITARY RANK AT TIME OF APPLICATION AND HIRE: SrA

GRADE/SERIES: **NOTES:**

-PROMOTION TO THE HIGHEST GRADE MAY NOT BE SUPPORTED BY THE UNITS MANNING AUTHORIZATIONS SUCCESSFUL
APPLICANTS NOT MEETING THE TAFMS MINIMUMS LISTED ABOVE MAY BE OFFERED A "ONE-TIME-TOUR"

UMD Position #:
0089045834

-PROJECTED START DATE: **ASAP**

POSITION AFSC: 1C771**

****This is a cross-training-opportunity; Must hold at least a skill-level of 5**

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: MSGT RANDY HARRIS 503-335-4366 / DSN 638-4366
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:

Manages airfield operations, coordinates with civil engineering, safety, air traffic control and various other base agencies to ensure safe aircraft operations within the airfield environment and through the national and international airspace systems. Related DoD Occupational Subgroup: 155600.

2. Duties and Responsibilities:

- 2.1. Performs airfield inspections and checks to include runways, taxiways, aprons, pavements, arresting systems, signs, lighting and airfield clearance areas. Responds to wildlife, foreign object debris and other flight safety hazards affecting the airfield environment. Coordinates with base agencies for support of airfield facilities.
- 2.2. Provides aircrews pre-flight briefings. Briefs pilots current airfield status; arresting system configuration, runway surface conditions, correct taxi routes and any hazards to operations in person and via air-to-ground radios. Advises aircrews of flight planning procedures applicable to the local area preferred departure routes. Coordinates transient aircrew support with applicable base agencies for billeting, messing, refueling, transportation, and transient aircraft maintenance.
- 2.3. Procures, maintains, and produces information regarding the safe operation of aircraft on the airfield and through the national and international airspace systems. Information includes aircraft prior permission, Flight Information Publications, Notice to Airmen (NOTAM), local airfield and navigational aid status, and aircraft parking plan utilization.
- 2.4. Performs expeditionary airfield management functions in support of USAF Agile Combat Support Concept of Operations for worldwide deployment of DoD aircraft.
- 2.5. Other duties as assigned.

3. Specialty Qualifications:

- 3.1. Knowledge. Knowledge is mandatory of: International Civil Aviation Organization (ICAO); North Atlantic Treaty Organization (NATO); United States federal and military airfield regulations; aeronautical charts, maps, and publications; flight data and NOTAM systems; familiarity of navigational aids; basic aircraft design characteristics; and principles of organization, purpose, operation, and management of airfield operational areas.
 - 3.2. Education. For entry into this specialty, completion of high school with a course in speech and basic knowledge of computers is desirable.
 - 3.3. Training. The following training is mandatory as indicated:
 - 3.3.1. 1C731. Completion of the Airfield Management Apprentice course for award of the AFSC indicated.
 - 3.3.2. 1C771. Completion of the Airfield Management Craftsman Distance Learning/ Resident Course and additional training requirements outlined in AFMAN 13-204v2, Airfield Management.
 - 3.3.3. 1C791. Completion of Advanced Airfield Manager Course and additional training requirements outlined in AFMAN 13-204v2, Airfield Management.
 - 3.4. Experience. The following experience is mandatory for award of the AFSC indicated:
 - 3.4.1. 1C751. Qualification in and possession of AFSC 1C731. Also, experience in Airfield Management Operations functions such as: airfield checks, NOTAM processing, emergency response actions, and maintaining flight information data and supportive displays.
 - 3.4.2. 1C771. Qualification in and possession of AFSC 1C751. Also, experience performing and supervising Airfield Management functions such as; airfield checks and inspections, overseeing airfield construction or repairs, processing airfield waivers, or conducting airfield surveys. **NOTE:** TSgt or above must obtain airfield manager qualification.
 - 3.4.3. 1C791. Qualification in and possession of AFSC 1C771 and SEI 368. Also, experience managing functions such as airfield management activities, preparing or reviewing policies and directives for airfield management or ensuring coordination with agencies to improve airfield management functions.
 - 3.5. Other. The following items are mandatory as indicated:
 - 3.5.1. For entry into this specialty:
 - 3.5.1.1. Normal color visions as defined in DAFMAN 48-123, Medical Examinations and Standards.
 - 3.5.1.2. Ability to speak distinctly in person and over air-to-ground radios.
 - 3.5.1.3. See attachment 4 for additional entry requirements.
 - 3.5.2. For award and retention of these AFSCs:
 - 3.5.2.1. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, Ground Transportation. AFECD, 31 Oct 21 52
 - 3.5.2.2. Must maintain certifications according to AFMAN 13-204v2, Airfield Management.
 - 3.5.2.3. Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.
 - 3.5.2.4. Specialty routine access to Tier 3 (T3) information, systems or similar classified environment.
 - 3.5.4. For award and retention of AFSCs 1C7X1 and 1C700:
 - 3.5.4.1. Completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, Air Force Personnel Security Program, is mandatory.
- NOTE:** Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405

ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM

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

- 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.
- 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 AFECDA/AFOD

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
- **In order to cross-train into this AFSC, you must meet the minimum requirements for this AFSC as listed in the Air Force Enlisted Classification Directory. If your ASVAB scores do not meet the minimum required IAW AFECDA Attachment 4, contact your servicing MPF. You have the option to retake the test, however, 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 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><i>Current AGR members and those who wish to become an AGR must submit the following:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, Form Version Dated 11 November 2013 <ul style="list-style-type: none"> ○ Announcement number and position title must be annotated on the form ○ 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 <input type="checkbox"/> Current Report of Individual Personnel (RIP). Documents must show your ASVAB scores. <ul style="list-style-type: none"> ○ RIP can be obtained from the virtual MPF (vMPF) ○ Select 'Record Review', and then 'Print/View All Pages' <input type="checkbox"/> Copy of current passing Fitness Tracker report from the myFSS application: https://myfss.us.af.mil/USAFCommunity/s/ <input type="checkbox"/> IF you are wishing to Cross-Train, an AF Form 422 within 5 years, validated within 12 months, is required
<p style="text-align: center;"><i>ORANG - Air Technicians interested in converting to AGR status:</i></p> <ul style="list-style-type: none"> ➤ 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.
<p style="text-align: center;"><i>ORANG - Air Technicians wishing to remain in Air Technician status:</i></p> <p>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.</p>
<p>READ THIS SECTION COMPLETELY!!</p> <p>IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION</p>

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- 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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