

MICHIGAN NATIONAL GUARD
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**AIR NATIONAL GUARD
 ACTIVE GUARD/RESERVE (AGR) VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NUMBER: 20-95	TOUR LENGTH : INITIAL TOUR FOUR YEARS / CONTINUATION TOUR SIX YEARS
OPENING DATE: 12 SEP 2020	CLOSING DATE: 12 OCT 2020
POSITION TITLE: FUELS POSITION GRADE: E7/MSGT POSITION AFSC: 2F071 ASVAB: M <u>47</u> A <u> </u> G <u>38</u> E <u> </u> PER AFECD DUAL APTITUDE (AND)	LOCATION: ALPENA, MI CRTC
<p>WHO CAN APPLY:</p> <p>AREA 1: ON-BOARD PERMANENT ACTIVE GUARD RESERVE (AGR) OF THE MICHIGAN AIR NATIONAL GUARD MINIMUM GRADE E5/SSgt *MAXIMUM GRADE E7/MSgt</p> <p>AREA 2: OPEN TO ALL CURRENT TRADITIONAL GUARD MEMBERS OF THE MICHIGAN AIR NATIONAL GUARD MINIMUM GRADE E5/SSgt *MAXIMUM GRADE E7/MSgt</p> <p>AREA 3: OPEN TO THOSE ELIGIBLE FOR ENLISTMENT IN THE MICHIGAN AIR NATIONAL GUARD MINIMUM GRADE E5/SSgt *MAXIMUM GRADE E7/MSgt</p> <p>(PRIOR MILITARY MEMBERS NEED TO SUBMIT DD 214 OR NGB 22 TO VERIFY ELIGIBILITY)</p> <p>PER ANGI 36-101 ANY APPLICANT SELECTED WHO DOES NOT POSSESS THE AFSC, MUST SIGN AN AGREEMENT TO RETRAIN</p> <p>Enlisted Airmen who apply for a position which would cause an over grade <u>MUST</u> indicate in writing a willingness to be administratively reduced in grade in accordance with AFI 36-2502, <i>Administrative Demotion of Airmen</i>. Acceptance of demotion <u>MUST</u> be in writing and included in the application package.</p>	

POSITION INFORMATION

Specialty Summary

Maintains and operates fuels and cryogenic facilities and equipment. Inventories, receives, stores, transfers, and issues petroleum, cryogenics, and alternative fuel products. Performs quality analysis on petroleum and cryogenics products. Performs preventive and operator maintenance on fuel dispensing vehicles and handling equipment, fuel dispensing systems, and conducts operator inspection and maintenance on facilities. Prepares receipt, inventory, and issue documents to support fuel and cryogenic product accountability. Operates specialized fuels vehicles and support equipment. Related DoD Occupational Subgroup: 182100.

Duties and Responsibilities:

- Directs receipt, storage, transfer, and issue operations for petroleum, alternate fuel and cryogenic products. Forecasts product requirements, places orders for products, and performs product receipt operations. Ensures proper handling and segregation of products received and verifies quantity and quality. Documents discrepancies in product receipt quantities and quality. Isolates off-specification products and takes appropriate actions to correct quality problems. Ensures compliance with all safety and environmental regulations.
- Manages, maintains and operates storage and dispensing facilities. Rotates stock to prevent product quality degradation. Ensures an effective operator maintenance program is carried out. Maintains inspection and maintenance records for facilities. Reports facility deficiencies to appropriate maintenance activity. Initiates facility upgrades and construction projects. Inspects and maintains cryogenic storage tanks and support equipment. Operates and maintains cryogenic production plants. Manages, maintains, and operates Fuels Support Equipment (FSE) used for base and tactical operations.
- Performs technical fuels functions. Operates Fuels Service Center (FSC) to monitor all product movements and ensure timely response to mission requirements. Coordinates fuel and cryogenic servicing requirements with supported agencies and ensures appropriate prioritization of support requirements. Ensures vehicle and equipment preventive maintenance program is effective and reliable. Operates mobile and hydrant servicing equipment to dispense products to aircraft and ground support equipment and facilities. Operates cryogenic storage tanks to receive and dispense products.
- Maintains fuels and cryogenic records. Ensures accuracy of receipt, inventory, transfer, and issue documents. Processes computer transactions to ensure proper billing and payment for all product receipt and issue transactions. Monitors product temperature and handling gains and losses to ensure they are within tolerance. Coordinates gain/loss investigation when acceptable tolerances are exceeded. Compiles data and generates ad hoc and recurring reports. Monitors inventory levels to ensure adequate stocks are on-hand to support operating and war reserve stock requirements. Inputs data into the base-level support applications (BLSA) to ensure accurate accountability. Reconciles information systems to ensure all transactions have processed correctly.
- Maintains quality control of fuel and cryogenic products. Operates and maintains laboratory test equipment. Collects and analyzes product samples from receipt sources, bulk storage tanks, and dispensing vehicles and equipment. Documents test results in Fuels Manager® Defense and conducts trend analysis on product quality. Establishes a sample correlation program with the Aerospace Fuels Laboratory to validate the integrity of the base-level analysis procedures. Collects petroleum, oil and lubricant samples from crashed aircraft and submits them to the Aerospace Fuels Laboratory for analysis. Ensures an effective product segregation and recovery program is implemented. Establishes and manages a lock out/tag out program.
- Oversees unit personnel readiness. Monitors unit manning document and allocates personnel to authorized positions. Participates in mobility planning, submits resources and training system data, and evaluates and approves unit type code changes. Reviews and monitors status of unit type codes (UTCs) and provides updates to the Unit Deployment Manager (UDM).
- Conducts preventive maintenance inspections on the fuels vehicle and equipment. Determines the overall mechanical condition of equipment and corrects deficiencies as required. Analyzes malfunctions, documents deficiencies, and coordinates repairs with the Refueling Maintenance shop. Tests repaired fuel vehicles and equipment for proper operation. Adjusts fueling components and verifies installed safety devices for proper operation. Performs scheduled inspections, preventive maintenance, and on-the-spot repairs. Uses technical publications to maintain fuels vehicles and equipment. Prepares servicing equipment for shipment.

Specialty Qualifications:

- Knowledge. Knowledge is mandatory regarding the composition, properties, and characteristics of petroleum products and cryogenic fluids, including toxic, explosive, and fire hazards; environmental protection procedures; conservation; methods of receiving, storing, testing, and evaluating fuel and cryogenic fluids under normal, or operating within remote locations or in support of deployment and contingency operations. Education. For entry into this specialty, completion of high school with courses in

general science, computer science, mathematics, and chemistry is desirable. Training. For award of AFSC 2F031, completion of the Fuels Apprentice Course is mandatory.

- Experience. The following experience is mandatory for award of the AFSC indicated: 3.4.1. 2F051. Qualification in and possession of AFSC 2F031. Also, experience is mandatory in functions such as receipt, issue, and transfer operations from the military service station, fuels hydrant system, and cryogenic storage; operating available mobile refueling vehicles and equipment; documenting fuels transactions for computer processing; and performing fuels quality control analysis on petroleum products.
- 2F071. Qualification in and possession of AFSC 2F051. Also, experience is mandatory in functions such as Fuels Service Center operations, training, material control, fuels vehicle and equipment maintenance, and fuels laboratory.
- 2F091. Qualification in and possession of AFSC 2F071, must complete the Petroleum Logistics Management Course (PLMC). Also, experience in Fuels Operations such as mobile refueling, fuels hydrants; understand the role and responsibilities of a Contracting Officer Representative; possess a working knowledge of Fuels Service Center operations with a keen understanding of fuels accounting; be familiar with fuels laboratory and training requirements.
- Other. The following are mandatory as indicated: For entry into this specialty: Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards*.
- Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Vehicle Operations*.
- For Air Force Reserve Command retraining candidates, a mandatory grade of TSgt or below with less than 10 years Total Federal Military Service is required.
- See attachment 4 for additional entry requirements.
- For award and retention: Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environment. For award and retention of AFSCs 2F0XX, 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.
- For award and retention of these AFSCs: must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN17-1301, *Computer Security*.

APPLICATION INSTRUCTIONS AND GENERAL INFORMATION

HOW TO APPLY: Individuals who meet the Duties, Responsibilities, and Special Information Criteria for this position must submit a complete AGR application package to: ng.mi.miarng.mbx.air-agr@mail.mil

1. **DO NOT** send application directly to the HRO Office (hand carry, US Post Office, etc). In the event that an applicant is unable to use the email address provided (I.E. rejection email) or is a deployed Airman without accessibility please call 517-481-7715 and you will be provided additional instructions. Applicants must provide documentation in the event that this occurred (I.E. rejection email).

2. ***AT A MINIMUM YOUR PACKET SHOULD INCLUDE THE FOLLOWING:**

a. **COMPLETED NGB FORM 34-1 signed and dated with the job announcement and title. (Do not submit an SF Form 171 or OF 612). Due to personal identifiable information (PII) concerns contained within Air AGR packets, we are requesting that all applications for Air AGR positions omit their home of record and social security number upon submission.**

b. **Military Personnel Report on Individual Personnel (RIP) from either the vMPF or MilPDS no more than 30 days old.**

c. **An official fitness score of 75% or higher within 1 year (from the AF portal). All fitness test will be current in the Air Force Fitness Management System (AFFIMS II).**

d. **Please combine all documents into one PDF file.**

***Applications without all the required supporting documentation will not be considered and will not be returned.**

3. Applications must be received by 2359 hours on the closing date of this vacancy announcement. Further information may be obtained by contacting the AGR Personnel Office: TSgt Stephanie Bagley 517-481-7715, DSN 623-9715. Prior approval required for last minute faxed applications.

NOTES

EEO POLICY: The management of AGRs will be free of discrimination based upon race, color, religion, sex, national origin and age IAW ANGI 36-7, *ANG Military Equal Opportunity Program*.

ENTRY QUALIFICATION PER ANGI 36-101

1. The intent of the AGR program is to assess AFSC qualified individuals. However, any applicant selected who does not possess the AFSC, must sign an agreement to retrain.
2. Enlisted personnel applying for Officer position must be eligible for commissioning upon selection for AGR duty. Assignment to the AGR tour will not become effective until the individual receives a commission in the ANG and as a Reserve of the Air Force.
3. Members selected for AGR tours must meet the physical qualifications outlined in AFI 48-123, *Medical Examinations and Standards*. Airmen with a DD Form 469, *Duty Limiting Condition Report* reflected at the time of an AGR physical package evaluation, will not be deemed medically qualified. However, accession of a member is possible as long as the member is medically cleared of any Duty Limitation Code (DLC)/medical profile prior to starting an AGR order.
4. Personnel must have retainability to complete the tour of military duty.
5. Applicants are subject to personal interview upon notification of time and place. Necessary travel will be at the applicant's own expense.
6. Initial AGR tour orders are probationary. Individuals selected for continuation until retirement and electing Career Status Bonus (CSB) must be extended to the date they will achieve 20 satisfactory active duty years on their AGR orders.
7. Voluntary release from the AGR program prior to completion of tour is contingent upon approval of the Adjutant General of Michigan.