



**DEPARTMENT OF THE AIR FORCE  
FLORIDA NATIONAL GUARD**

Office of the Adjutant General  
St. Francis Barracks, P.O. Box 1008  
St. Augustine, Florida 32085-1008



**NATIONWIDE**

**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 183-20(M)A**

**Open To:** Anyone in the Air National Guard, Air Force Reserve or the United States Air Force who has the potential to become a member of the Florida Air National Guard.

**Position Title:** Tactical Aircraft Maintenance Superintendent

**Unit/Duty Location:** 125 FW, Det 1, Homestead ARB, FL

**Open Date:** 3 September 2020

**Close Date:** 23 September 2020

**Min/Max Grade Required:** E8/E9

**Security Clearance:** Secret

**Minimum Required AFSC:** 2A390, 2W100

**Duty AFSC:** 2A300

**Position Description:** Chief Enlisted Manager responsible for the maintenance portion of the Aerospace Control Alert mission and is the technical authority and advisor in the alert area. CEM will supervise multiple areas, direct and manage all Aircraft Maintenance, Weapons load crews, tool room, AGE, Supply, Quality Assurance, Training, Security, Personnel, Information Management, GTC, GPC, and other duties as assigned. Duties will also include policy development and compliance with established technical orders, Wing and/or host unit instructions. Responsible for and advises the commander on the health, welfare, and morale of the enlisted force. Maintains liaison with internal/external mission partners and organizations regarding unit's operations. Ensures the commander's programs and policies are understood and adhered to by all unit guidance to the enlisted force. Recommends and/or initiates actions to improve organizational effectiveness and efficiency as well as personnel and resources required to support Alert unit's overall mission. Performs all duties as assigned by the commander. Extensive leadership/managerial background. Demonstrated excellence in written and oral communications skills required. Demonstrated knowledge of and proficiency with ANG policies, instructions, processes/procedures and mandates. Also responsible for providing superintendent duties and recognition programs, performance reporting, personnel morale and welfare. Knowledge is mandatory of: electrical and mechanical principles applying to aircraft and SE; concepts and application of maintenance directives; maintenance data reporting; interpreting and use of maintenance data reports and technical orders; Air Force supply procedures; resource management; and proper handling, use, and disposal of hazardous waste and materials. For award and retention of AFSCs 2A300, completion of a current T3 Investigation required IAW DoDM5200.02, AFMAN 16-1405, *Air Force Personnel Security Program*, is mandatory.

**\* This is NOT a cross-training opportunity (only fully qualified applicants can apply) \***

**Length of Tour:** IAW ANGI 36-101, paragraph 6.2.1., Initial tours will not exceed 6 years. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS).

**Appointment:** The publication of AGR orders by HRO will be the official appointment into the Florida Air AGR program. **No commitment** will be made by the command to any applicant prior to the review of qualifications by the HRO and TAG approved appointment through the Officer Action Board (if applicable).

**MINIMUM QUALIFICATION REQUIREMENTS**

1. Air National Guard, Air Force Reserve or the United States Air Force members must have achieved a passing Fitness Program score in order to be assessed for entry into the AGR Program.
2. Air National Guard members must meet the physical qualifications outlined in AFI48-123. Medical exams must be conducted not more than 12 months prior to entry on AGR duty.
3. An applicant on a medical profile, to include pregnancy, may apply and be selected for an AGR tour; however, the selectee may not begin the AGR active duty tour until the medical restrictions are released.
4. Must meet any Special Requirements as specified on Position Description.
5. Failure to maintain a **SECRET** security clearance will result in removal from the AGR program.
6. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
7. You must be in a military status to apply for an AGR position.
8. Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Over grade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position.
9. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
10. IAW ANGI 36-101, paragraph 5.10, applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI36-101.
11. IAW ANGI36-101, paragraph 6.6.1., members should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement to 24 months when in the best interest of the unit, State, or Air National Guard.
12. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application.
13. Only Enlisted Airmen, currently serving in a Fulltime Permanent AGR status within the state of Florida may apply for a vacant UMD AGR position without the awarded duty AFSC and are subject to retraining restrictions unless stipulated by advertisement requirements.

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## APPLICATION REQUIREMENTS

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### Applications must be sent electronically by utilizing GEARS

<https://army.deps.mil/NETCOM/sites/GEARS5/Live/web/Home.aspx>

**When submitting your application through GEARS, please upload all documents as one (1) PDF. Portfolio formats are NO LONGER accepted.** (See FAQs located at <https://intelshare.intelink.gov/sites/jfhq-fl-hro/>).

**The file should read as: LastName, FirstName\_MVA# (i.e. LastName, FirstName\_MVA183-20)**

**The following address will be the recipient of the downloaded file: HQ FLANG HRO**

**Common disqualifiers include unsigned 34-1, Security Clearance overdue with no MFR signed from the Security Manager, RIP not from vMPF, RIP scanned in with only odd pages, and all documents not in one single PDF (portfolio files are not accepted). Please refer to FAQs at <https://intelshare.intelink.gov/sites/jfhq-fl-hro/> for further assistance. If you have any questions not answered by FAQs, please send an email [ng.fl.flarnng.list.hro-air-agr@mail.mil](mailto:ng.fl.flarnng.list.hro-air-agr@mail.mil) or contact the HRO Team for additional guidance or clarification. Be advised, applications are not reviewed until after the job closes.**

Applications must be received before the Close of Business (COB) on the closing date to be processed. Any missing requirements that are listed below will result in disqualification. Be advised, applications are not reviewed until after the job closes. HRO will notify applicants whose application is not complete, contains missing or erroneous information, or disqualified via the email addresses supplied on the vMPF

Report of Individual Personnel. The disqualification notice will be provided within one (1) day after the job close out date on the advertisement. Applicants will have the next 48 hours after the notice to resubmit the entire corrected application to the HRO Team for consideration via email.

It's always advisable to ensure and double-check that the information submitted meet the requirement per the advertisement.

1. **NGB Form 34 -1** - ONE signed (Application for Active Guard Reserve (AGR) Position). Ensure an explanation is attached for required answers given in Section IV.
2. Current **Report of Individual Personnel (RIP)**: Obtained from Virtual Military Personnel Flight (vMPF). Send ALL pages of the Record Review (DO NOT send a Career Data Brief). It is your responsibility to ensure your vMPF RIP is in order prior to application submittal. This includes but not limited to, verifying Duty History, AFSC, ASVAB Scores, Current Rank, Service Dates and Security Clearance.
3. **Air Force Fitness Management System (AFFMS)** – Most recent Fitness Tracker report (Not I AM FIT). To see the correct Fitness Tracker report under report tab in AFFMS the compatibility view setting MUST be enabled first.
4. (Enlisted Only) Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position IAW AFI 36-2502, Paragraph 11.1.2.4.1.1.2.
5. Additional Requested Documents: Resume, last three (3) EPRs.

**Questions or concerns can be emailed to:**

NG FL FLARNG List HRO AIR AGR at [ng.fl.flarng.list.hro-air-agr@mail.mil](mailto:ng.fl.flarng.list.hro-air-agr@mail.mil)

Please refer to the FAQs at <https://intelshare.intelink.gov/sites/jfhq-fl-hro/>

If you do not receive a disqualification email within one (1) week after the job closes, your application will have been forwarded to the hiring official(s).