

STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495

JOB VACANCY ANNOUNCEMENT FY14-024-AGR-AIR
Dual announcement (Yes)

29 May 2014

POSITION: Material Management Craftsman, DAFSC 2S071,
POSNR 0960088, 154th Logistics Readiness Squadron (LRS),
Hawaii Air National Guard, Hawaii.
(To establish a List of Eligible)

TYPE OF
APPOINTMENT: Full-Time Military Duty (Title 32, USC 502(f)) – Five (5) year
tour length (**See NOTES TO APPLICANTS**)

LOCATION: 154th Logistics Readiness Squadron, Hawaii Air National
Guard, Joint Base Pearl Harbor Hickam-Hickam, Hawaii

CLOSING DATE: 28 Jun 14

RECRUITMENT AREA: Present enlisted members, E6 (eligible for promotion to E7 at
time of JVA closing date) thru E7, of the U.S. Armed Forces,
nationwide.

SUMMARY OF DUTIES: Manages materiel management activities and systems involved in requirements determination, inventory control, and receipt, storage and issues of supplies and equipment. Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, identification and receipt of property. Performs inventories and ensures timely correction of discrepancies. Inspects and evaluates inventory management activities. Inspects and identifies property. Determines condition of property received. Performs shelf-life inspections of stock. Develops methods and improves procedures for storing property. Plans use of storage facilities. Receipts, stores, issues, ships and transfers property. Controls issue of classified, sensitive, pilferable and controlled items. Coordinates with maintenance activities on repairable component actions. Controls and issues bench stock property. Obtains material required for equipment modification, periodic component exchange and bills of material in support of maintenance. Accounts for all items contained in mobility readiness spares packages. Provides materiel management expertise to combat support, enabler organizations and responsible officers for the proper accounting and control of specified classes of supply. Reviews and validates requirements. When required, initiates follow-up actions on materiel requirements. Coordinates equipment transfer and deployment actions with the accountable officer. Plans and schedules materiel storage and distribution activities. Processes information retrievals using supply system databases. Manages materiel management related systems and hardware. Performs operator maintenance on materiel management related systems and hardware. Applies system security policy and procedures to prevent unauthorized changes to information. Distributes supply computer products.

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Acts as a subject matter expert to the commander on the operation of materiel management systems and operations. Monitors Defense Data Network traffic through use of the Supply Interface System. Ensures database integrity and makes necessary corrections. Controls and operates the Remote Processing Station (RPS) and remote terminal hardware under the Standard Base Supply System (SBSS). Monitors systems processing and corrects processing errors. Monitors supply Defense Data Network traffic through use of the Supply Interface System and takes corrective action. Maintains liaison with the Standard Systems Group, MAJCOMs and the servicing Defense Megacenters, to identify and correct problems. Develops database retrieval scripts for materiel management support analyses. Operates motor vehicles and assorted material handling equipment.

Details of the above stated "SUMMARY OF DUTIES" are contained in the applicable description of duties and responsibilities in the Air Force Enlisted Classification Directory (AFECD or AFOCD), 31 October 2013 located at: <https://gum-crm.csd.disa.mil/ci/fattach/get/2445950/1363804464/redirect/1/filename/AFECD-Apr%2013-Part%20I-as%20of%2012%20Mar%2013.pdf>

Details of the duties and responsibilities associated with the comparable excepted service, dual-status military technician rating for this duty position, are described in the statement of difference (PDCN 1948000) on file at the Human Resource Office.

AGR APPLICATION PROCEDURES: The following must be submitted:

1. NGB Form 34-1, *Application for Active Guard/Reserve (AGR) Position, November 2013*; OR a signed resume; OR any other written format with signature. Signature on the application must be an "original" signature. Digital signatures are acceptable in lieu of original signature.
2. Documents of last performance appraisal. If the performance appraisals are not available, documents of past civilian performance, letter of recommendations, and/or military performance may be submitted. These documents will be evaluated as part of the selection process. Non-HIANG applicants; provide their most current respective component equivalent performance appraisal documents
3. Copy of a current (within the past year) ANG Fitness Assessment Results. If not available, explanation must be provided, i.e., documentation, medical deferral, etc. Non HIANG applicants; provide fitness test results documentation from their respective assigned service component.
4. A printed copy of your Records Review which can be obtained from the vMPF (AF Portal: Login Page). Non HIANG applicants; provide their service component equivalent records review documentation.

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5. Provide Point Credit Summary (PCARs) from MilPDS, in order for HIHRO-A to validate total active federal military service (TAFMS). Non HIANG applicants; provide their service component equivalent records that gives a summary of total active federal service years accumulated.

6. See paragraph 3.a, under BASIC ELIGIBILITY REQUIREMENTS. The applicant must obtain TAG approved waiver, as required, and submit waiver document with application forms.

ADDITIONAL QUALIFICATIONS REQUIRED: Possession of AFSC 2S071 is desirable. If not, applicant must meet entry, award, and retention requirements in accordance with (IAW) the applicable AFECDA/AFOCD. Applicants belonging to the HIANG must contact the HING Retention Office Manager to initiate a career change worksheet. Non-HIANG applicants must contact their supporting Recruiting Office Manager (ROM) to initiate a career change worksheet. **Completed worksheet must be submitted with the application packet.**

Failure to provide supporting documents will result in a non-eligible/non-qualified determination which will cause you to lose consideration for this position.

Each applicant is responsible for ensuring that the application and all other forms and supporting documents are submitted by the closing date to: TAG Hawaii (HIHRO), 3949 Diamond Head Road, Honolulu, HI 96816-4495. **Application, other forms and supporting documents must be submitted as paper documents. Applications, other forms and supporting documents sent via email will not be accepted and applicant will not be considered as potential list of eligible. The HIHRO office is not responsible for printing digital files of application(s), other forms and any supporting documents that is sent to the HIHRO office.** Errors; omissions of information; applications completed in pencil or unsigned; and those that are late due to the mail system will not be considered.

Applications postmarked (by the U.S. Postal Service) on or before the closing date of the JVA will be accepted. Federal law prohibits the use of government envelopes, postage, or facsimile (FAX) to submit an application. Applications received in such manner will not be accepted and will be returned.

NOTES TO APPLICANTS:

1. Unless specifically stated on this Job Vacancy Announcement, no waivers will be authorized.
2. On-board HIANG AGR members must be in their current position for a minimum of 24 months to be eligible for reassignment to a new position. The Adjutant General (HITAG) may approve waivers in exceptional circumstances.
3. Applicants may be screened and evaluated on military attributes directly related to the compatible military position required to be assigned into, such as, but not limited to, military bearing, leadership, or ability to work with others (teamwork) in a military environment.

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4. Final selection will be based upon qualifications, suitability, and available manpower resources.

5. The purpose of this announcement is to establish a list of eligibles. Eligibles on this list will be given automatic consideration for identical position vacancies occurring during the six-month period following the close of this announcement.

6. The incumbent of this position must be equal or higher in military grade to those he/she will have the responsibility to guide and direct. Applicants must be eligible for promotion as of the JVA closing date.

7. Per ANG1 36-101, 7.1.1: Promotion opportunity is limited to the authorized grade on the incumbent's current AGR position as reflected on the UMD.

As an example: The authorized grade of POSNR 0960088 as depicted on the current UMD, is MSgt. If a TSgt is selected/hired, the TSgt can be promoted to MSgt without any further competition, provided they meet all promotion eligibility criteria IAW HIANGI 36-2502 and remain assigned as the sole incumbent to the duty position originally hired into. Promotion rank of opportunity will change accordingly, if the authorized grade, as depicted on the UMD changes.

8. This position is also being announced for fill in an Excepted Service (enlisted) status. Applicants who wish to be considered under the Excepted Service program should submit the appropriate application forms. For details and application procedures, click on the website: <http://www.usajobs.gov/GetJob/ViewDetails/370955000>

a. FTSPR 335-1-1, chapter 3.a.(7) provides guidance that "single" status announcements (AGR, Reserve or technician only) requires justification. Justification was not provided for single status announcement, therefore dual announcement (both AGR and dual status military technician JVA postings) are being broadcast to establish list of eligibles for this duty position.

b. ANG1 36-101, chapter 4.1.6 states that "AGR personnel and military technicians may be considered concurrently for the same full-time position vacancy." This duty position is considering both AGR personnel and military technicians to establish list of eligibles, per above stated Air National Guard Instruction publication.

9. Per ANG1 36-101, paragraph 5.2. 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 to include the statement found in ANG1 36-101, paragraph 5.2.1.1.

10. Per ANG1 36-101, paragraph 5.2.1. (Retraining). Enlisted Airmen currently serving in AGR status may be selected for a vacant UMD AGR position without the awarded duty AFSC and are subject to the following restrictions: (5.2.1.1.) If the UMD position requires a mandatory training school for the award of the 3-level AFSC, they may be assigned immediately. The following statement will be included in the remarks section of the AF Form

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2096 Classification/On-The-Job Training Action: —I acknowledge that I will attend the first available course that would qualify me in the new AFSC. I will complete the course successfully and progress in training to a skill-level compatible with my UMD assignment. Failure to do so will result in the termination of my AGR tour. The AF Form 2096 must be accomplished before the orders are published.

11. Per ANG1 36-101, paragraph 5.2.1.2. If the Airman fails to successfully complete the required formal training IAW AFI 36-2201, Volume 2, *Air Force Training Program-Training Management* and AFI 36-2101, *Classifying Military Personnel (Officer and Enlisted)* or fails to attend the first available course without permission from the commander or supervisor due to exceptional circumstances, the individual will be removed from AGR status.

12. Deployed personnel, outside of Hawaii and CONUS, may be allowed an exception to submit application, other forms and supporting documents via email. Applicant must provide the HIHRO office the applicant's deployment order; HIHRO will provide confirmation of allowing email application to be submitted, at time of deployment order verification.

HAWAII AIR NATIONAL GUARD ACTIVE GUARD/RESERVE (AGR) PROGRAM

1. GOVERNING DIRECTIVE: ANGI 36-101, 3 June 2010.

2. GENERAL POLICIES:

a. Conditions of Employment:

(1) Must maintain appropriate military membership in a Hawaii Air National Guard (HIANG) military unit by which employed.

(2) Must be assigned to the Duty Air Force Specialty Code (DAFSC) compatible with the full-time requirement as reflected on the unit manning document (UMD) on date of employment.

(3) Duties of AGR personnel will be governed by the functions inherent to the AGR positions they occupy on the UMD and the DAFSC (ANGI 36-101, 3 June 2010, paragraph 7.6.1).

(4) Will perform a minimum of forty hours of duty per week. Regular or alternate work schedules, as approved by TAG, should not deviate from those approved for military technicians. Will participate with unit of assignment during unit training assemblies or equivalent periods of duty. Will also be available to participate in annual training periods, deployments, and exercises, when required.

(5) All AGR personnel are subject to state military justice procedures and statutes, and civil laws and statutes, as appropriate. When in Federal status under Title 10, the Uniform Code of Military Justice (UCMJ) applies.

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b. Military/Technician Grade Comparability: The MCR AGR Grade Comparability Table, ANG1 36-101, 3 June 2010, table 13.1, will be used to determine the highest possible AGR grade that is allowed and is applicable to a full-time position requirement on the UMD. Accordingly, individuals may not enter on AGR duty above the maximum military duty grade authorized for the full-time position.

c. AGR Controlled Grade Ceilings: The controlled grade ceilings provided by NGB/A1 are the maximum available for use by the state. All restorations, promotions and new hires must be accommodated within these controlled grade ceilings.

d. Promotion: Promotion of officers and enlisted military duty personnel will be in accordance with existing ANG promotion policies. Further, such promotions must be within the established AGR end strength, grade ceilings, and not be above the maximum grade authorized for the full-time position.

e. Restoration Rights: Military technicians who separate from technician employment to enter into the AGR program have restoration rights. Permanent on-board AGR members who enter an ANG Title 10 Statutory Tour, assigned to the NGB UMD, have restoration

rights, not to exceed five years. Permanent on-board AGR members selected for recruiting and retention duty have restoration rights not to exceed five years.

f. Entitlements: AGR personnel and their family members are entitled to most benefits provided by law to personnel on active duty in Federal service. However, for the purpose of Title 38 U.S.C., Veterans' Benefits, service in AGR status under Title 32 U.S.C. 502(f) may not be considered by the Veteran's Administration (VA) to be qualifying service for a variety of VA benefits. AGR Airmen should contact their State VA office to determine their VA entitlements/ benefits.

g. Voluntary Reassignment: Per chapter 6.7., Voluntary Reassignment, ANGI 36-101, reassignment to an AGR position requires the new position to have a grade no lower than the individual's current military grade, unless the enlisted Airman agrees in writing to a reduction in grade IAW ANGI 36-2503, Administrative Demotion of Airmen.

3. BASIC ELIGIBILITY REQUIREMENTS:

a. Should be able to complete 20 years of total active federal military service (TAFMS) prior to reaching mandatory separation - - 28 years commissioned service date for officers; age 60 for enlisted members. Waiver authority of this requirement is The Adjutant General. 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. The HING, HRO AGR Branch will maintain the completed and signed Statement of Understanding.

b. Must not have been separated "for cause" from active duty or a previous Reserve Component AGR tour.

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c. Must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. Must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and HIV test must be completed not more than six months prior to the start date of the AGR tour. The State Air Surgeon will review all medical examinations and determine if a member is physically qualified to enter on AGR duty.

d. Pregnant females are eligible to apply for full-time military duty (AGR) tours. Individuals selected for AGR tours must meet all applicable medical and physical requirements in accordance with AFI 48-123 prior to entering on the tour. If selected, they cannot be appointed and entered on active duty until the pregnancy period has expired and the State Air Surgeon medically clears them.

e. Must have sufficient retainability to complete the AGR tour of duty. The tour cannot extend beyond an enlisted member's expiration term of service (ETS) date. Officers will not be retained in AGR status beyond the officer's mandatory separation date (MSD).

f. Must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. Any member in the Fitness Improvement Program (FIP) is ineligible for entry into any type of AGR tour program.

g. Grade inversion is detrimental to the military nature of the ANG and is not authorized.

4. EQUAL EMPLOYMENT OPPORTUNITY: All applicants will receive equal consideration for appointment without regard to race, religion, sex, color, national origin, political affiliation, marital status, non-disqualifying age or disability.

5. RETRAINING: [APPLICABLE ONLY IF STATED IN THE JOB VACANCY ANNOUNCEMENT.]

Enlisted airmen currently serving in permanent full-time AGR status may be selected for a vacant UMD AGR position without the awarded duty AFSC and are subject to the following restrictions:

a. If the UMD position requires a mandatory training school for the award of the 3-level AFSC, the individual may be assigned to the new position immediately, but must agree in writing to attend the first available course that would qualify them in the new AFSC. Failure to successfully complete the required formal training or failure to attend the first available course without permission from the commander or supervisor due to exceptional circumstances will result in the termination of the AGR tour.

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b. The individual must continue to progress in training IAW AFI 36-2201, Vol 2, and AFI 36-2101 to a skill level compatible with their UMD assignment. Airmen who do not progress to the next skill level will be removed from AGR status.

c. Airmen approved for retraining may incur an ANG service commitment IAW ANGI 36-2101 upon completion of training.

d. The member must sign a statement acknowledging understanding of the above conditions prior to assignment to the full-time position.

(NGHI-HRO)
DISTRIBUTION "A"