

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

JOB VACANCY ANNOUNCEMENT FY16-051 AGR-AIR
Dual announcement (Yes)

14 July 2016

POSITION: Materiel Management Craftsman (ILO Materials Handler, WG-6907-06, \$22.08 to \$25.76 per hour), DAFSC 2S071, 0960086, FAC 412000, 154 Logistics Readiness Squadron (154 LRS), Hawaii Air National Guard.
(To establish a List of Eligible)

TYPE OF APPOINTMENT: Full-Time Military Duty (Title 32, USC 502(f)) – Three (3) year tour length/On-Board AGRS see Paragraph **(See NOTES TO APPLICANTS)**

LOCATION: Joint Base Pearl Harbor Hickam, Hawaii

CLOSING DATE: 15 August 2016

RECRUITMENT AREA: Present on board AGR enlisted members MSgt (E-7) and below of the Hawaii Air National Guard. **(See NOTES TO APPLICANTS)**

SUMMARY OF DUTIES: Manages materiel management activities and systems involved in requirements determination, inventory control, storage and issues of supplies and equipment. Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, and identification 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. 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 materiel management 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 materiel management computer products. Acts as a subject matter expert to the commander on the operation of materiel

JOB VACANCY ANNOUNCEMENT FY16-051 AGR-AIR

management systems and operations. Monitors Defense Data Network traffic through use of the Materiel Management Interface System. Ensures database integrity and makes necessary corrections. Controls and operates the Remote Processing Station (RPS). Monitors systems processing and corrects processing errors. Monitors materiel management traffic through use of the Materiel Management 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 materiel 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) located at: <https://gum-crm.csd.disa.mil/app/answers/list/kw/afecd/>.

This position is also being announced for fill in an Excepted Service (Enlisted) status as Materials Handler, WG-6907-06, position FY16-108. 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: <https://www.usajobs.gov/GetJob/ViewDetails/444722900>.

Per ANGI 36-101, paragraph 5.2. The intent of the AGR program is to assess AFSC qualified individuals. Applicants must possess AFSC 2S0X1.

TO APPLY FOR THIS VACANCY, SELECT THE LINK BELOW AND FOLLOW THE AGR APPLICATION PROCEDURES

<http://dod.hawaii.gov/hro/agr-resources/>