

# HAWAII AIR NATIONAL GUARD

## ACTIVE GUARD RESERVE FULL TIME Job ANNOUNCEMENT

Application Opening Date:

21 DEC 2018

Application Closing Date:

14 JAN 2019

Position Number

FY 19-017

Duty Position:

FUELS

Grade Min. / Max.:

TSgt (E6) / MSgt (E7)

Duty AFSC:

2F071

**Duty Location:**

154 LRS  
360 Mamala Bay Drive  
JBPHH, HI 96853

**Selecting Official:** Col. Joyce A. Merl

**Point of Contact:** MSgt Shane Gaines

**Comm:** 808-672-1235

**Who May Apply:** **1<sup>st</sup> Area of Consideration: Open to on-board technician within the (154 LRS) Hawaii Air National Guard that has a duty AFSC 2F071.**

**2<sup>nd</sup> Area of Consideration: Open to military members within the Hawaii Air National Guard that has a duty AFSC 2F071.**

**3<sup>rd</sup> Area of Consideration: Open to Air Force military members located in the State of Hawaii that has a duty AFSC 2F071.**

**4<sup>th</sup> Area of Consideration: Open Nationwide to Air Force military members that has a duty AFSC 2F071 and must be able to become a member of the Hawaii Air National Guard.**

**Qualifications, Duties and Responsibilities:**

**Classification Directory AFECD & AFOCD - (accessed from a .mil computer)**

<https://mypers.af.mil/app/categories/c/1363/p/13>

- 2.1. 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.
- 2.2. 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.
- 2.3. 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.
- 2.4. 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.

2.5. 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.

2.6. 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).

2.7. 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.

#### Additional Duties and Responsibilities:

Operations NCOIC- provides supervision over shop operations and policies.

Fuels Environmental Safety Office- shop safety training

Airfield Driving Program Manager- Manages operator qualification

Building Manager- Manages building and property sustainment

**FAILURE TO SUBMIT REQUIRED DOCUMENTS WILL RESULT IN THE APPLICATION BEING RETURNED WITHOUT ACTION.**

#### **REQUIRED DOCUMENTS:**

1. NGB Form 34-1, dated November 2013, Signed, dated and annotated with job number and title.

**\*YOU MUST USE THE FOLLOWING LINK TO OBTAIN THE CORRECT VERSION OF NGB FORM**

**34-1:** <http://www.ngbpdcc.ngb.army.mil/forms/Adobe/ngbf34-1.pdf>

\*ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE of the NGB FORM 34-1. Any "YES" answers to the questions (except 9 & 10) require a separate sheet fully explaining the "YES" response. A current passing Fit Test will suffice for a "YES" response to question 17. FAILURE to provide this documentation will result in the application being returned without action. **\*\* Application must be signed \*\***

2. Current & complete Report on Individual Personnel (RIP) printout from virtualMPF

3. Most recent copy of current passing fitness assessment

Forward application and attachments to:

Inquiries Call: (808) 672-1235

**Applications are required to emailed to:** [NG.HI.HIARNG.MBX.NGHI-HRO-AGR@mail.mil](mailto:NG.HI.HIARNG.MBX.NGHI-HRO-AGR@mail.mil)

***Applications must submit through a DOD government computer and any applications received after 24:00 of close date are returned without action.***

**NOTE:** Due to software constraints, we only accept applications in the following formats by email: MS Word (.docx) or other MS Office products (Outlook file, Excel, PowerPoint) Adobe File (.pdf) Rich Text File (.rtf) Text File (.txt) Tagged Image File

Format (.tif or .tiff) Graphics Interchange Format (.gif) Joint Photographic Expert Group Image (.jpg or .jpeg) and PureEdge Forms

## **Equal Opportunity/ Basic Eligibility Requirements:**

- Application screening will be made without regard to race, religion, color, gender, or national origin.
- Applicants are subject, but not required, to a personal interview, before a military board upon notification of time and place. Necessary travel will be at the expense of the individual. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official.
- Selection will be made from those applicants determined best qualified in terms of experience, training and demonstrated performance ability.
- All interested members may apply by submitting a completed NGB Form 34-1 and a recent RIP, which can be obtained from the virtual MPF. Due to manning restrictions, positions will not be filled if funding/resource are not available.
- Pregnant females are eligible to apply for AGR tours. Individuals selected for AGR tours must meet all applicable medical and physical requirements in accordance with AFI 48-123 prior to entering or initiating the tour. If selected, they cannot be appointed and entered on active duty until the pregnancy period has expired.
- 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.
- Grade inversion is detrimental to the military nature of the ANG and is not authorized.
- 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.
- 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.
- Must not have been separated "for cause" from active duty or a previous Reserve Component AGR tour.