

## HAWAII AIR NATIONAL GUARD

### \*\* ACTIVE GUARD RESERVE FULL TIME Job ANNOUNCEMENT\*\*

**Application Opening Date:** 10 JUL 2019  
**Application Closing Date:** 10 AUG 2019  
**Position Number** FY 19-116

**Duty Position:** Aircraft Hydraulic Systems Craftsman (KC-135)  
**Grade Min. / Max.:** TSgt/E6 – MSgt/E7  
**Duty AFSC:** 2A675

**Duty Location:**  
154<sup>TH</sup> MXS  
360 MAMALA BAY DR.  
JOINT BASE PEARL HARBOR - HICKAM

**Selecting Official:** SMSgt John C Lind III

**Point of Contact:** MSgt Shane Gaines

**Comm:** 808-672-1235

**Who May Apply:**

**1st Area of Consideration: Open to military members within the Hawaii Air National Guard that has a duty AFSC 2A675.**

**2nd Area of Consideration: Open to Air Force military members located in the State of Hawaii that has a duty AFSC 2A675.**

**Qualifications, Duties and Responsibilities:**

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

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

**Additional Duties and Responsibilities:**

The purpose of this position is to supervise workers on a day-to-day or project-by-project basis, either directly or through one or more subordinate leaders, in accomplishing the work operations of the organizational segment or work shift and to perform associated nonsupervisory work. The occupation and grade level which best reflects the nature of the overall work operations supervised is Aircraft Pneudraulics Systems Mechanic, WG-8268-10.

b. DUTIES:

(1) Planning: Plans and schedules specific work assignments on a daily or project-by-project basis within specified time requirements. Arranges for adequate personnel, materials and equipment to accomplish the work.

(2) Work Direction: Assigns tasks to be performed. Explains prescribed methods and procedures; instructs subordinates on new procedures and provides assistance on problems. Reviews work in progress and on completion. Obtains approval from supervisor for changes in standard or prescribed procedures and changes in work operations. Suggests ways or methods to improve operations or reduce costs.

(3) Administration: Recommends individuals to fill vacancies or for promotion or reassignment. Assists in the establishment of performance standards and makes recommendations for performance appraisals. Counsels with employees on disciplinary issues and recommends disciplinary action. Attempts to resolve informal complaints and grievances, referring unresolved or more serious issues to supervisor. Conducts on-the-job training and recommends employees for formal training programs. Schedules leave and approves leave for short periods of time. Encourages employees to participate in suggestion or cost reduction programs. Ensures that regulations governing safety and housekeeping are observed. Explains and implements such personnel programs as equal opportunity, position management, position description review, and labor relations. Maintains production reports and records.

**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 virtual MPF
- 3.** Most recent copy of current passing fitness assessment
- 4.** 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 ANGI 36-2502, Paragraph 11.1.2.4.1.1.2. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the AGR program or moved into the position.
- 5.** Additional Documents Recommended, but NOT REQUIRED: OPRs/EPRs, RESUME, Letter of Recommendations

**Forward application and attachments to:**

Inquiries Call: (808) 672-1235

**Applications are required to emailed to:** [ng.hi.hiarnq.mbx.ngbi-hro-agr1@mail.mil](mailto:ng.hi.hiarnq.mbx.ngbi-hro-agr1@mail.mil)

**Applications must submit through AMRDEC or 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.