

**HAWAII AIR NATIONAL GUARD**  
**\*\* ACTIVE GUARD RESERVE FULL TIME Job ANNOUNCEMENT\*\***

Application Opening Date: **10 JULY 2019**      Application Closing Date: **25 JULY 2019**      Position Number: **FY 19-118**

Duty Position: **Civil Engineer**      Grade Min. / Max.: **O3/O4**      Duty AFSC: **32E3G**

**\*\*\* SPECIAL REQUIREMENTS\*\*\***

**Duty Location:**  
 154 Civil Engineering Squadron  
 360 Mamala Bay Drive  
 JBPH-H, HI 96853

**Selecting Official:** Col Joyce A. Merl  
**Point of Contact:** MSgt Shane Gaines  
**Comm:** 808-672-1235

**Who May Apply:** Cross training authorized. Applicants must possess minimum undergraduate degree from: Architecture OR Engineering (General, Architectural, Civil, Construction, Environmental, Electrical, or Mechanical). Applicants should be eligible to obtain a 32E3 AFSC based upon the educational requirement for existing military officers willing to cross train into the CE Officer Career field. PCS not authorized. Must have Secret Clearance.

**Qualifications, Duties and Responsibilities:**  
**Classification Directory AFECDD & AFOCD** - (accessed from a .mil computer)  
<https://mypers.af.mil/app/categories/c/1363/p/13>

**1. Specialty Summary.** Develops and implements civil engineer (CE) force employment, and provides staff supervision and technical advice. Performs and manages CE functions and activities to provide facilities and infrastructure supporting the United States and allies. Activities include programming, budgeting, project management, drafting, surveying, planning, feasibility studies, construction management, utilities operations, energy and environmental programs, land management, real property accounting, fire protection, explosive ordnance disposal (EOD), disaster preparedness (DP) programs, family housing and dorm management, and mobilization programs at base level. Serves on response teams and related installation support services. Advises commanders and government officials on effective use of CE resources. Related DoD Occupational Group: 240100.

**2. Duties and Responsibilities:**

2.1. Supports combat operations and activities. Maintains trained and equipped forces capable of responding to worldwide contingencies and military operations other than war. Evaluates capabilities and develops contingency methodologies to accomplish mission objectives. Maintains emergency response force to cope with enemy attacks, major accidents, and natural disasters. Plans, develops, and executes procedures to mitigate the effects, render safe, and dispose of conventional, nuclear, chemical biological ordnance and improvised explosive devices. Provides on-scene advice to commander on control and integration of emergency response force. Develops, monitors, and briefs survivability actions and methods to recover capabilities after attack. Organizes, trains, and equips contingency forces for conventional and nuclear, biological, and chemical attack operations, and other emergency situations. Acts as weapons recovery cell director as a member of the response task force for nuclear accidents.

2.2. Determines requirements, establishes plans, provides designs, and directs operations, maintenance, repair, alteration, addition, and construction of facilities and utility systems. Determines personnel and material resource requirements. Plans and establishes land use, and provides environmental stewardship. Directs CE forces in support of customers' requirements, and coordinates activities with subordinate and lateral units and functions. Determines proper use of facilities and effective employment of utility systems. Acts as technical representative and engineering consultant for operations and maintenance activities. Coordinates activities with local, state, federal, and host country agencies.

2.3. Develops CE plans and policies. Evaluates impact of legislative action, executive orders, directives, and management decisions. Consults with manpower, organization, and personnel staffs to ensure appropriate use of CE personnel. Coordinates with staff agencies on fiscal and legal matters. Directs training, business practices, and professional development activities. Serves as CE advisor to commanders. Implements standardization and evaluation, and monitors compliance of programs and policies. Directs and conducts engineering research and feasibility studies and surveys.

### 3. **\*Specialty Qualifications:**

3.1. Knowledge. Knowledge is mandatory of: contingency engineering, contingency base operations, EOD, and survivability skills, including force bed-down, expedient damage repair, and recovery after attack: methods, sources, and techniques of engineering design, construction, maintenance, operation, and repair of facilities and utility systems; resource acquisition and management; asset management; military facilities programming and planning; environmental stewardship; housing management; management of real property; fire prevention, protection, and aircraft crash rescue procedures; engineering research and development; and formulation, coordination, and administration of plans and programs.

3.2. Education. The following education is required for entry into AFSCs 32E1X as indicated:

3.2.1. For entry education requirements see [Appendix A, 32E CIP Education Matrix](#).

3.2.2. 32E1G. Prior qualification in AFSC 1916/32E4 or 1944/32E3D, 12 months of base level experience, and being in a DP or Air Base Operability (ABO) position on 31 Oct 93, or prior qualification in AFSC 4016/21A4 or 4024B/21A3K, 12 months of base level experience, and being in an EOD position on 30 Apr 94, may be substituted for an engineering degree.

**NOTE:** There is no intent to classify non-engineers into AFSC 32E1D or 32E1K. All classifications for Readiness after 31 October 1993 and for EOD after 30 April 1994 will be in AFSC 32E1B or 32E1H respectively, and will require an engineering degree.

3.3. Training. The following training is mandatory for award of the AFSC indicated:

3.3.1. 32E3A/B/C/E/F/G/H/I/J. Completion of Air Force Institute of Technology (AFIT) course WMGT 101, [Air Force Civil Engineer Basic Course](#).

**NOTE:** For Air Reserve Component officers, AFIT courses WMGT 102, [Introduction to the Base Civil Engineer Organization for Reserve Forces Course](#), and WMGT 484, [Reserve Forces Air Base Combat Engineering Course](#), may be substituted for AFIT course WMGT 101.

3.3.2. 32E3H. Completion of the initial skills training course for EOD. (Navy School EOD [NAVSCOLEOD]).

3.4. Experience. The following experience is mandatory for award of the AFSC indicated:

3.4.1. 32E3A/B/C/E/F/G/H/I/J. A minimum of 12 months of experience in the specialty shredout.

3.4.2. 32E3D. Must have previously held AFSC 1944/1916, and have served at least 12 months at base level, and be filling a Disaster Preparedness/ABO position on 31 October 1993.

3.5. Other. The following are mandatory requirements of AFSCs 32E3H and 32EXK as indicated:

3.5.1. For entry into this specialty (prior to being given a class slot at NAVSCOLEOD):

3.5.1.1. \*Passing color vision, as defined by correctly identifying at least 10 of 14 Ishihara Plates.

3.5.1.2. Minimum height of 5'2". Maximum height 6'8".

3.5.1.3. No record of Claustrophobia (fear of confined spaces).

3.5.1.4. Candidate must have a valid, passing Air Force Physical Fitness score dated no more than 6 months prior to Navy EOD School class start date.

3.5.2. For entry, award, and retention of AFSCs 32EXH and 32EXK:

3.5.2.1. No record of emotional instability.

3.5.3. \*Certification and recommendation by the nearest EOD-Qualified Officer to the home-station unit commander (or equivalent) for consideration and adjudication of 32E Development Team and/or CFM to become an EOD candidate.

3.5.4. \*Specialty requires an adjudicated Secret (T3) security clearance, with an initiated Single Scope Background Investigation (T5) prior to attending Naval School Explosive Ordnance Disposal (NAVSCOLEOD). The T5 security clearance shall not be initiated until the T3 clearance is adjudicated. The T5 clearance is required due to training, assignments involving nuclear weapons, and United States Secret Service / Department of State Support

**NOTE:** Award of the 32E1H level without a completed SSBI is authorized provided an interim Top Secret security clearance has been granted according to AFI 31-501.

### 4. **Specialty Shredouts:**

*Suffix      Portion of AFS to Which Related*

- A Architect/ArchitecturalEngineer
- B ReadinessEngineer
- C CivilEngineer
- D. Readiness(Non-Engineer)
- E. ElectricalEngineer
- F.. MechanicalEngineer
- G. GeneralEngineer
- H. Explosive Ordnance Disposal Engineer
- I.. IndustrialEngineer
- J. EnvironmentalEngineer
- K. Explosive Ordnance Disposal(Non-Engineer)

AGR FY 19-118

Civil Engineer

**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.ngbpd.c.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.

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 AMRDEC 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.