

## HAWAII AIR NATIONAL GUARD

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

**Application Opening Date:**

07 FEB 20

**Application Closing Date:**

10 MAR 20

**Position Number:**

FY 20-063

**Duty Position:**

Squadron Superintendent

**Grade Min. / Max.:**

E7 (MSgt) – E8 (SMSGT)

**Duty AFSC:**

1C691 (1C6X1, 1N2X1, 3D1X3, 3D0X2)

**\*SPECIAL REQUIREMENTS\***

**Duty Location:**

1115 Nohili Road  
Pacific Missile Range Facility, Kekaha, HI 96752

**Selecting Official:** Col Thomas J. James

**Point of Contact:** SMSgt Shane Gaines

**Comm:** 808-672-1235

**Who May Apply:**

Open nationwide to enlisted members E7 – E8 who are eligible to become members of the Hawaii ANG. PCS authorized.

- 1) Position requires a current, fully adjudicated, Top Secret/SCI clearance.
- 2) If selectee does not hold AFSC of 1C6X1, individual will be required to retrain AFSC within 2 years
  - For entry into this specialty, normal color vision as defined in AFI 48-123, Medical Examinations and Standards
  - Training includes attendance in an undergraduate space training course at Vandenberg AFB. CA
  - ASVAB skill level required for retraining into AFSC 1C671: E=70
- 3) Selectee must complete Mission Qualification Training in unit's weapon system
- 4) Must maintain worldwide deployable requirements
- 5) Must have 8 Years Total Active Federal Military Service (TAFMS) if applying as MSgt; Must have 12 Years of TAFMS if applying as SMSgt
  - 5a) Will not promote until TAFMS is met, AFSC requirements for 1C6X1 are complete and Mission Qualification on weapon system is achieved
- 6) Submit previous 5 EPRs and 1 page military biography

**Qualifications, Duties and Responsibilities:**

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

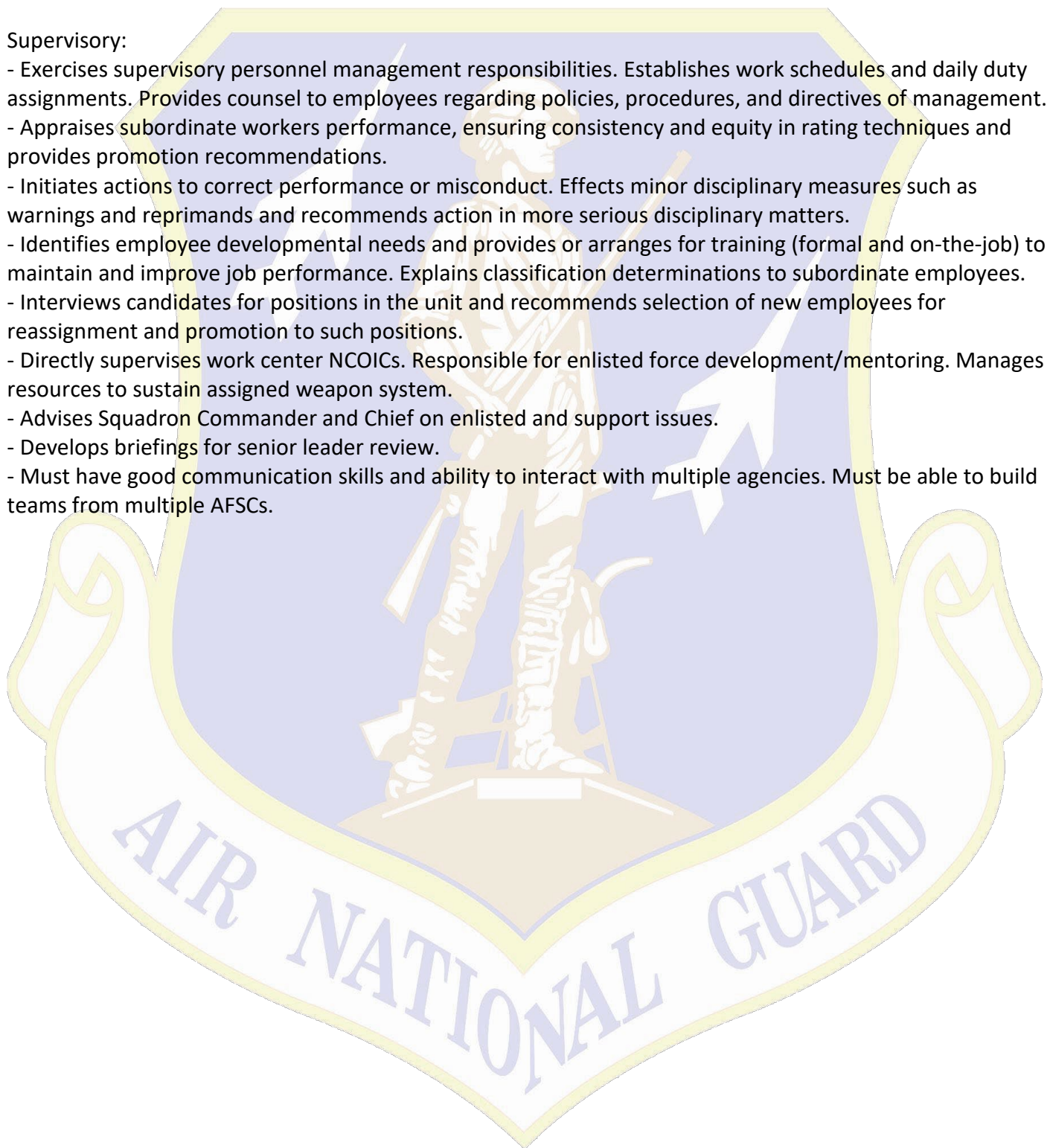
<https://mypers.af.mil/app/categories/c/1363/p/13>

**Additional Duties and Responsibilities:**

This is a new unit, you are responsible for establishing Squadron processes and procedures and ensuring program compliance with all applicable laws, policies, and HHQ guidance. Incumbent performs mission execution through a variety of staff functions including Operations, Standardization and Evaluation, Training, and Weapons and Tactics. Assists in testing, experimenting, and developing new methods, processes, and combat tactics to enhance the use of a weapon system, as well as executing all the work of the function. Incumbent provides accurate and timely analysis critical to the effectiveness of unit operations and survivability of unit resources.

Supervisory:

- Exercises supervisory personnel management responsibilities. Establishes work schedules and daily duty assignments. Provides counsel to employees regarding policies, procedures, and directives of management.
- Appraises subordinate workers performance, ensuring consistency and equity in rating techniques and provides promotion recommendations.
- Initiates actions to correct performance or misconduct. Effects minor disciplinary measures such as warnings and reprimands and recommends action in more serious disciplinary matters.
- Identifies employee developmental needs and provides or arranges for training (formal and on-the-job) to maintain and improve job performance. Explains classification determinations to subordinate employees.
- Interviews candidates for positions in the unit and recommends selection of new employees for reassignment and promotion to such positions.
- Directly supervises work center NCOICs. Responsible for enlisted force development/mentoring. Manages resources to sustain assigned weapon system.
- Advises Squadron Commander and Chief on enlisted and support issues.
- Develops briefings for senior leader review.
- Must have good communication skills and ability to interact with multiple agencies. Must be able to build teams from multiple AFSCs.



**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: <https://www.ngbpdc.ngb.army.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833>**

\*ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONAIRE 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
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: Last 2 OPRs/EPRs, RESUME, Letter of Recommendations.

Forward application and attachments to:

Inquiries Call: (808) 672-1235

**Applications are required to emailed to:** [ng.hi.hiarng.mbx.ngbi-hro-agr1@mail.mil](mailto:ng.hi.hiarng.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 or Commander approval.
- 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.