HAWAII AIR NATIONAL GUARD

ACTIVE GUARD RESERVE JOB VACANCY ANNOUNCEMENT

JVA Number:	Tour Length:	Application OPEN Date:	Application CLOSE Date
FY 27-013	Three Year Initial AGR Tour	03 NOV 2026	17 NOV 2026

Duty Position: Financial Management

Grade Min. / Max.:	Duty AFSC:	Position Number:
E-5/SSgt - E-6/TSgt	6F071	113395634

Duty Location:
154th Comptroller Flight
360 Mamala Bay Drive
Joint Base Pearl Harbor-Hickam, Hawaii, 96853

Selecting Official: Lt Col Barney Girdner
Point of Contact: Lt Col Barney Girdner
Comm: 808-789-0270

Who May Apply:

1st Area of Consideration: Nationwide, open to military members within the rank of E5/SSgt through E6/TSgt who are qualified in the AFSC 6F0X1 and eligible to become a member of the Hawaii Air National Guard

THIS IS NOT OPEN TO CROSS-TRAIN.

Qualifications, Duties and Responsibilities:
Classification Directory AFECD & AFOCD - (accessed from a .mil computer)

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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 FY-27-013 and Financial Management**
   a. NGB Form 34-1 is required to be fully completed upon submission.

   b. For *Section IV – Personal Background Questionnaire* of the NGB FORM 34-1: If you answer "YES" to any questions (with the exception of questions 9 & 17) you must annotate in the remarks section or on a separate sheet explaining in detail your "YES" response.

      i. Link to 34-1: https://dod.hawaii.gov/hro/files/2022/05/NGB-34-11.pdf

2. Most current Virtual MPF RIP (Report on Individual Personnel) printout; ensure to select Review/ Print all pages of your vMPF RIP

3. Most current fitness assessment (MyFitness) printout
   a. https://myfss.us.af.mil/USAFCommunity/s/
   (MyFSS, MyFitness, Click on Fitness Tracker Report on the top Right, Printable View)

4. JVA Application Prescreening Form **REQUIRED–** if you **DO NOT** hold the advertised **Duty AFSC** as your **Primary AFSC** or **Current AFSC** but **DO** have it as your 2AFSC/3AFSC/4AFSC **OR** if open to cross-training and you do not hold the AFSC at any level.

   If a cross-training opportunity and you do not qualify for the minimum AFSC requirements for the specific AFSC being hired, a **COMPLETED** AFSC Waiver package may be accepted. Completed means approved by the Career Field Manager of that AFSC. All documents due by close out date of JVA.

   Link to form: https://dod.hawaii.gov/hro/files/2022/05/JVA-Application-Prescreening-Form-20211110v.pdf

5. 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

6. **Additional Documents Required:**
   a. **Resume**
   b. **Letter of Recommendation(s)**
   c. **Last three Evaluations (OPR/OPB)**
   d. **Last three Appraisals (for Federal Technicians only)**

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Application submission process:

For Application submission, all documents are required to be submitted in one PDF File (Consolidated PDF or PDF Portfolio)
Please Title Application attachment using Format below:
JVA FY-XXX – RANK LAST NAME, FIRST NAME
Example: JVA 25-001 – SSGT SCOTT, MICHAEL

NOTE: There is a known issue that digital signatures are being removed from the NGB Form 34-1 once combined as one PDF or PDF Portfolio. To avoid this, consolidate all attachments into one PDF, before signing the NGB Form 34-1. Always verify the signature is present before you sent to HRO.

Applications must be submitted through a DOD government computer

Submit Application to:

chasmine.drumeller@us.af.mil and melissa.woodward@us.af.mil

Inquiries Call: (808) 672-1235

If you do not have access to an Air Force Email Account, please send it thru the DoD SAFE – utilizing the following emails: melissa.woodward@us.af.mil
(DoD SAFE link https://safe.apps.mil/ , accessible on Chrome)
Any applications received after 2400hrs of JVA closeout date are returned without action.

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Equal Opportunity/ Basic Eligibility Requirements:

- Application screening will be made without regard to race, religion, color, gender, or national origin.

- Applicants may be subject to a personal interview before a military board and will be notified of time and place. Necessary travel will be at the expense of the individual. A selection will be made from those applicants determined to be best qualified in terms of experience, training and demonstrated performance ability. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official or POC.

- Selection for advertised positions does not constitute an automatic entitlement to promotion. Any promotion consideration associated with position is at the discretion of the gaining unit's leadership, in coordination with the appropriate superintendent, and subject to the current HIANG Enlisted Promotion Guide.

- 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 DAFMAN 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 with Commander approval.

- Prior to Accession/If Selected applicants must meet the Periodic 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. **Should a medical waiver be required, it will be processed to NGB/SGP with TAG Endorsement through HRO.**

- Prior to Accession/If Selected applicants 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.

- Applicants 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 (O6 is 30 years); 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.

- Applicants must not have been separated due to adverse action from Active Duty or a previous Reserve Component AGR tour.

- Initial tours are a three-year probationary tour AGR order. In the second year of the probationary tour member will meet the AGR Continuation Board (ACB) for consideration of entry into Career status. If selectee is currently on a probationary tour with the HIANG the gaining Unit Commander may request to extend time frame of probation.

- If you currently receive any type of incentive bonus, the incentive may stop effective on the first day of fulltime employment (AGR order start date).