

STATEWIDE
Arizona Air National Guard
Active Guard/Reserve (AGR) Announcement
JOINT FORCES HEADQUARTERS/HRO
5636 East McDowell Road, Bldg M5710
Phoenix, Arizona 85008-3495
PHONE (602) 629-4821: DSN 853-4821
WEBSITE: //dema.az.gov/azng-human-resources

ANNOUNCEMENT NUMBER: 15-534A	OPENING DATE: 7-Jan-2016	CLOSING DATE: 22-Jan-2016
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POSITION TITLE, SERIES, GRADE AND POSITION NUMBER: Materials Handler Supervisor, WS-6907-06, TSgt/E6, MSgt/E7, MPCN:0782829
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Applicants who currently possess a military grade one grade level higher than above posted grade level may be considered for this vacancy. If an over graded applicant is selected they must be reduced in grade prior to being accessed into this position. Applying for and accepting a lower graded military position is considered a voluntary reduction in grade. IAW ANGI 36-2503, an applicant must submit in writing their willingness to be administratively reduced in grade and submit this letter with their application package.
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APPOINTMENT FACTOR: OFFICER <input type="checkbox"/> ENLISTED <input checked="" type="checkbox"/>	AFSC: 2S071	ASVAB:
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LOCATION OF POSITION: 162nd Wing, Tucson, Arizona

AREA OF CONSIDERATION: This position is the Active Guard and Reserve Force and is open to current members of the (All Units), Arizona Air National Guard. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Air National Guard. In order to be considered for this position applicants must meet minimum qualifications. PCS funds are authorized.
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NOTE: Position is UTC tasked.

NOTE: Applicants must possess a minimum AFSC of 2S071

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

NOTE: Applicants who are E6/TSgt's must be immediately promotable to E7/MSgt.

NOTE: This position is being concurrently announced with Technician Vacancy Announcement 15-534T

NOTE: Individual selected must bring AGR resource with them. Must have losing commanders approval.

NOTE: Placement into this position is contingent upon a successful Manpower Change Request (MCR).

INSTRUCTIONS FOR APPLYING:

Applications must be submitted following the instructions on this announcement. Incomplete applications will not be processed. Written explanation is required for any missing documents. The following items are mandatory for all AGR announcements:

- **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position.**
- **AZ Form 34-1, Arizona AGR Application Supplement**
- **AZNG Form 335-1-R, Military Brief**
- **AZNG Forms 335-2-R, Knowledge, Skills and Ability Supplement**
- **Current Report of Individual Personnel (RIP). RIP can be obtained from the servicing Military Personnel Flight (MPF). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (vMPF). Select 'Record Review' and then 'Print/View All Pages'. For Enlisted Members, documents MUST show your ASVAB scores.**
- **Copy of current Fitness Test scores with a 75 or higher. If exemptions exist please include the AF 469. Must be within 12 months.**
- **Copy of AF Form 422, Physical Profile Serial Report and AF Form 1042 (for flight status), Flight Physical. (Both forms must be current within 12 months) This form can be obtained from your Wing Clinic.**
- **Letter of verification of Security Clearance from local Security Manager.**

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

NATIONAL GUARD REQUIREMENTS:

1. Must be in compliance with physical fitness, height, weight, and body fat measurement standards as listed in AFI 36-2905.
2. You must have completed a medical examination in accordance with AFI 48-123 within the 12 months preceding your entry into the AGR program. Women will be tested for pregnancy before entering the AGR program. HIV must be current within 6 months.
3. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
4. Individuals selected for AGR tours who cannot obtain 20 years of Active Federal Service prior to reaching mandatory retirement, age 60 for enlisted personnel, or mandatory separation date for officers and those within their first 24 months of an AGR assignment or reassignment must submit a waiver request through the HRO remote to the HRO for Waiver for Exceptional Circumstances prior to the closing date of this announcement. Waivers must justify why request is in the best interest of the unit, State, or Air National Guard.
5. You must meet eligibility requirements of AFM 36-2108 (Airman Classification) and AFI 36-2105 (Officer Classification), and ANGI 36-101 (The Active Guard/Reserve Program).
6. AGRs will not be reassigned during the first 24 months of their initial tour or within the first 24 months of reassignment, except in the event of an approved waiver from the Human Resource Officer prior to announcement closing date.
7. Applicants for E-8 positions must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW para 2.23.1 of ANGI 36-2101.
8. Individuals selected for Control Grade positions must meet requirement as stated in ANGI 36-101.

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (NGB Form 34-1) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:
Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Knowledge and skill in managing Air Force owned materiel in storage and the guidance, principles, and methods used to manage Air Force assets.
2. Ability to lead airmen to collectively accomplish command directed tasks and productivity goals.
3. Ability to provide comprehensive performance feedback and recommend improvement plans to subordinate personnel.
4. Ability to organize assignments for subordinates, estimate material and manpower needed for specific jobs.
5. Able to explain and enforce Air Force Instructions and directives; prepare production statistics, and develop performance reports.
6. Skill and knowledge to effectively store and handle hazardous, high value, and classified assets.
7. Knowledge in developing and implementing warehouse procedures in order to increase warehouse efficiency and standardize warehouse operations.
8. Skill in training and operation of Mechanized Material Handling Equipment.
9. Ability to maintain safety awareness and enforce safety standards in warehouse operations, equipment and people in order to meet or exceed established guidelines.
10. Ability to communicate effectively, both written and oral.

SPECIALIZED EXPERIENCE: Applicants must have 36 months experience with warehousing principles involving receiving, storing, inspecting, issuing, shipping, distributing, and inventorying a wide variety of bin and bulk supplies, materials, and equipment. Applicants must also possess 12 months experience, planning, directing, and organizing work assignments for subordinate personnel.

BRIEF JOB DESCRIPTION: This position is located in the Air National Guard, Mission Support Group, Logistics Readiness Squadron (LRS), Asset Management Section of the Materiel Management Flight. The primary purpose is to direct the performance of all warehousing operations (Central Storage, HAZMAT Pharmacy, Aircraft Parts Store (RSP), Individual Protective Equipment, and Individual Equipment Elements). The position has direct technical and administrative supervision over Materials Handlers, WG-6907-06, and HAZMAT Specialists, GS-2001-09. This position is responsible for planning, and execution of weekly or monthly work schedules and conducting daily personnel supervision duties. Incumbent establishes deadlines and priorities based on established

general schedules, methods and policies; determines skills, materials and equipment required to accomplish daily mission objectives; performs non-supervisory work as needed; implements regulatory safety requirements and ensures that subordinates wear appropriate safety equipment and follow pertinent safety precautions. Responsible for the training and safe operation of materiel handling equipment (forklifts up to 10k). Takes informal corrective action on conduct or performance problems. Initiates proposals for disciplinary action where needed. Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises. Performs other duties as assigned.

SELECTING OFFICIAL: LTC FAUSTO A. PADILLA COMM 520-295-6125
