

NATIONWIDE
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) 629-4826: DSN 853-4826
WEBSITE: //dema.az.gov/azng-human-resources

ANNOUNCEMENT NUMBER: 19-252A	OPENING DATE: 9-May-2019	CLOSING DATE: 30-May-2019
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POSITION TITLE, SERIES, GRADE AND POSITION NUMBER: Command and Control Specialist, D1892000, TSgt/E6 - MSgt/E7, GS-0303-08, MPCN: 0889790
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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.****

APPOINTMENT FACTOR: OFFICER <input type="checkbox"/> ENLISTED <input checked="" type="checkbox"/>	AFSC: 1C371	ASVAB: A-55 and G-67
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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 and those eligible for membership 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.**

NOTE: Must possess AFSC 1C371.

NOTE: TSgt/E6 must be immediately promotable to MSgt/E7.

NOTE: Must have 1C3X1 Training Manager experience.

NOTE: Must have COMSEC Responsible Officer experience

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

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.**
- **Detailed Resume**
- **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, if exemptions exist please include the AF 469. Must be within 12 months.**
- **Copy of AF Form 422, Physical Profile Serial Report and DD Form 2992 (for flight status), Flight Physical. (Both forms must be current within 12 months) This form can be obtained from your Wing Clinic.**

The following documents are not required but strongly recommended for validation of experience/education:

- **Letter of verification of Security Clearance from local Security Manager.**
- **AZ Form 34-1, Arizona AGR Application Supplement**
- **AZNG Form 335-1-R, Military Brief**

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be postmarked No Later Than the closing date on this announcement. 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 individuals who are deployed or assigned OCONUS. Please send electronic package, including a copy of deployment orders, by clicking the "Contact Us" link on the Dema.az.gov website then clicking AZNG Human Resources Office link. 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. If selected member is pregnant, orders may commence as long the member can safely perform duties within the restrictions of the AF 469 and with chain of command approval.
3. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
4. Individuals 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 Statement of Understanding prior to the closing date of this announcement. If selected you must submit a Waiver for Exceptional Circumstances through the HRO remote to the HRO for approval. Waivers must justify why it is in the best interest of the unit, State, or Air National Guard.
5. You must meet eligibility requirements of AFI36-2101 Classifying Military Personnel (Officer and Enlisted) and ANGI 36-101 (The Active Guard/Reserve Program).
6. Applicants for E-8 positions must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW para 2.20.1 of ANGI 36-2101.
7. Individuals selected for Control Grade positions are subject to Control Grade availability.

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. Ability to receive, authenticate, and react to Emergency Action Messages (EAMs) and transmits instructions to alert aircrews and support assets. Coordinates launch and execution orders as well as aircraft and personnel recalls.
2. Experience with gathering and evaluating information regarding operational or significant events; advises the commander and/or command staff of recommended command and control actions and reporting requirements.
3. Knowledge with reviewing and updating information in HHQ databases to reflect status of local and transient aircraft and crews. Selects and submits mission movement reports in support of wing and HHQ tasking, for example Air Expeditionary Forces (AEF), cross country flights, or special operations.
4. Experience with COMSEC information, material, and devices and is responsible for receipt, inventory, storage, issue, protection and destruction. Maintains overall security of the Command Post and performs entry control and escort procedures during assigned shift.

SPECIALIZED EXPERIENCE: Must have experience or training in the interpretation and application of regulations, procedures or laws. Experience that provided a thorough knowledge of administrative functions. Experience utilizing research tools. Experience providing guidance and setting priorities.

BRIEF JOB DESCRIPTION: This position is located at the 162d Wing, Tucson, AZ. The purpose of the position is to: provide command, control, communications, and information support to the commander, Survival Recovery Center (SRC), Battle Staff (BS), and Higher Headquarters (HHQ), to include NORAD, Continental U.S. North American Air Defense Command Region (CONR), Sector Operations Centers (Western, South Eastern, or North Eastern Air Defense Sectors), major commands (MAJCOMS), and the state Adjutant General; and provide first line of defense as it relates to command and control duties and responsibilities during operational events. This position plays an integral part in mission execution involving aircraft and aircrews, as well as maintaining contact with aircrews during the mission. The command post operates on a 24/7 rotating shift operation, monitoring and carrying out

duties which include: overall mission status of the base and its assigned units, base wide security, initiating emergency procedures, aircrew recall, base Crisis Action Team notification, and other duties critical to the conduct of the mission assigned to the wing.

SELECTING OFFICIAL: SMSgt LeeAnn Bankhead (leeann.m.bankhead.mil@mail.mil) 520-295-6664
