

NATIONWIDE  
*Arizona Air National Guard*  
Active Guard/Reserve (AGR) Announcement  
JOINT FORCES HEADQUARTERS/HRO  
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ANNOUNCEMENT NUMBER:  
22-204AT

OPENING DATE:  
22-Nov-2022

CLOSING DATE:  
15-Dec-2022

POSITION TITLE, SERIES, GRADE AND POSITION NUMBER:  
Aircraft Maintenance Manager, Maj/O4 - Lt Col/O5, 21A3

**\*\*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  ENLISTED

AFSC:  
21A3

LOCATION OF POSITION: 161st Air Refueling Wing, Phoenix, Arizona

**AREA OF CONSIDERATION:** This position is in the Active Guard and Reserve Force and is **open to current members and those eligible for membership** of the 161st ARW, 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:** This position is being concurrently announced as TECH; announcement number 22-204T.

**NOTE:** Must possess or able to obtain 21A3.

**NOTE:** May occasionally be required to work other than normal duty hours.

**NOTE:** Must be current AGR.

**NOTE:** Applicants must bring AGR resource with written consent of losing Commander.

**NOTE:** Incumbent must obtain 21A3 within 1 year of appointment.

**NOTE:** Incumbent is required to maintain qualifications and/or certifications of position assigned.

**NOTE:** Position does not require the piloting or pilot instructing of military aircraft.

**NOTE:** Promotion/Start date is contingent upon Control Grade Availability.

**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**

**APPLICATIONS MUST BE EMAILED TO: [ng.az.azarng.list.hro-webmaster@army.mil](mailto:ng.az.azarng.list.hro-webmaster@army.mil). Please send electronic package (in a single file or as few as possible) including all required documents Email address can also be found by clicking the “[Contact Us](#)” link on the [Dema.az.gov](http://Dema.az.gov) website then clicking [AZNG Human Resources Office](#) link.**

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### **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.
8. Per SECDEF Memo "Mandatory Coronavirus Disease 2019 Vaccination of Department of Defense Service Members", dated 24 August 2021, all AGR applicants must either be fully vaccinated against COVID-19 or have an approved/submitted Medical or Religious Exemption prior to starting an AGR Tour.

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

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**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.

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**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.

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### **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. Skill to plan, organize, and oversee the activities of the organization.
2. Ability to collaborate with the Group Commander and other base organizations to plan, develop and implement numerous long term plans to include: the Wing/Group Strategic Plan (mission, goals, values, objectives, etc.), Commander's Inspection Program, the Base Master Plan (facilities), Communications/Computer Plan (infrastructure capabilities/upgrade), the Vehicle Replacement Plan, the Deployment Cycle Plan, Aircraft Modification Plan, Depot Input Plan, force management and recruiting/retention plans, weapon system conversions, and base supplements.
3. Ability to coordinate with appropriate groups in the wing to ensure an integrated approach to the solution of problems relating to availability of aircraft and the ability to conduct the military mission.
4. Knowledge to maintain surveillance and ensures effective operation of the maintenance program.
5. Ability to determine goals and objectives for the squadron.

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**SPECIALIZED EXPERIENCE:** Must have at least 36 months experience in applying principles, concepts, and methods of equipment, facility, or service operations sufficient in planning assignments. Experience using well-established occupational methods and techniques to determine facility, grounds, equipment overhaul, maintenance, restoration, repair needs, etc. Experience in determination of resource needs, allocation of resources, and budgeting/funding needs. Experience in human resources management policy matters affecting the entire organization, with personnel actions affecting key employees to include experience coordinating work forces and resources and negotiating with management or clients concerning problems. Experience in managing the function of the work to be performed. Experience which includes leading, directing and assigning work of personnel.

**BRIEF JOB DESCRIPTION:** This position is located at the 161st ARW in Phoenix, Arizona. Its purpose is directing and managing the Squadron. It partners with the Group Commander, as well as the other Commanders and organizations in the Wing in

planning, scheduling, and implementing a flying program following Operational Risk Management (ORM) concepts. The supervised workforce may fluctuate daily to meet mission requirements. The workforce may include Title 32 Military Technicians, Traditional Guard members, Active Guard/Reserve (AGR), Title 5 NG Employees, state employees, other civilian, military duty personnel. This is an Air National Guard Dual Status Technician position requiring military membership, compatible unit and military skill assignment, and classification.

**SELECTING OFFICIAL:** Col Vincent Navarro

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