

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: 15-299A	OPENING DATE: 4-Aug-2015	CLOSING DATE: 18-Aug-2015
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POSITION TITLE, SERIES, GRADE AND POSITION NUMBER: Aircraft Maintenance Supervisor, WS-8801-13, TCD1445000, SMSgt/E8, MPCN:789441
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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: 2A3XX or 2A6XX	ASVAB: M:47
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LOCATION OF POSITION: 162nd Wing, Tucson, Arizona

<p>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.</p> <p>NOTE: PCS funds are not authorized.</p> <p>NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.</p> <p>NOTE: Current AGRs may apply and bring their current AGR resource with them with Commander approval. AGRs selected will be placed in this position pending a successful Manpower Change Request (MCR).</p>

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. Ability assign and explain work requirements to subordinate supervisors and sets deadlines.
2. Skills to analyze production, cost and personnel utilization records and makes adjustment in operations to correct problems.
3. Ability to recommend promotion or assignment of subordinate supervisors and reviews personnel actions prepared by them.
4. Knowledge to use various management tools and computer technologies to ensure effective control of work activities.
5. Ability to participate in production meetings to set priorities in accomplishing the scheduled maintenance plan.
6. Ability to hear and resolve grievances and ensures proper corrective action is taken.

SPECIALIZED EXPERIENCE: Must possess 36 months experience or training which demonstrates that the candidate has the ability to organize assignments for subordinates, estimate material and manpower needed for specific jobs; able to explain manuals and work procedures; and to prepare production records, work records and reports.

BRIEF JOB DESCRIPTION: This position is located in one of two major divisions within the Logistics Directorate (Logistics Group) of an Air National Guard Flying Wing. Its purpose is to provide overall direction and coordination of subordinate work activities within one of three major work functions (Aircraft Generation Division, or the Equipment Maintenance and Component Repair Branches of the Aircraft Maintenance Division. All three work functions are organized with a number of subordinate supervisors due to the scope, volume, and complexity of operations. This PD describes work performed where the incumbent is responsible for significant maintenance operations in support of and represented by the three functions above. The work involves the total maintenance of complex, high performance military sophisticated fighter aircraft. Occupations supervised are somewhat similar, in that they all involve maintenance of assigned aircraft to ensure combat readiness; they are dissimilar in their organizational location, as well as the functional areas, occupational series, and the diversity and complexity of systems for which each function is responsible. The occupation and non-supervisory grade which best reflects the overall work operations supervised is Aircraft Mechanic, WG-8852-10/11/13. Planning: Provides significant input for the overall allocation of personnel, funding and equipment resources to the organizational segments supervised to accomplish work operations which, because of their scope, volume, complexity, operational tempo, and total force integration must be planned on a annual or longer basis. More representative to the actual planning responsibilities associated with this job would be the day to day work accomplishment and direct involvement with work operations planning to include daily, weekly, monthly, and quarterly forecasting. Integrates work to include: aircraft and aircraft system modifications (Time Change Technical Orders), deployment and mobility planning, human resources and financial forecasting, recurring Air Force mandated inspection requirements, mission and weapons systems changes, contingency planning relating to carrying out the military mission of the wing, and the implementation of policies and procedures in the accomplishment of the work.

Analyzes work plans developed by subordinate supervisors and leaders for accomplishment of assigned work. Determines priority of work to be accomplished in relation to future demands, including unanticipated or emergency requirements mandating reallocation of resources. Provides higher level management and/or leadership information on status of work, budget estimates, required changes in equipment, facilities, techniques etc. for mission planning purposes. Participates, as required, with higher level management and staff organizations in interpreting changing environmental requirements to include work techniques, specification changes, standard improvements, modifications to shift structures, equipment modernization, facility requirements and improved work flow processes.

SELECTING OFFICIAL: CMSGT Douglas Pepiot DSN: 844-6145
