

**STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4821; DSN 853-4821
WEBSITE: www.azguard.gov/hro
EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NUMBER: 15-299T OPENING DATE: 4-Aug-2015 CLOSING DATE: 18-Aug-2015

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Aircraft Maintenance Supervisor, WS-8801-13, TCD1445000, SMSgt/E8, MPCN:789441

APPOINTMENT FACTORS: OFFICER ENLISTED

SALARY RANGE: \$33.36-\$38.91 PH
**SUPERVISORY MANAGERIAL
NON-SUPERVISORY/NON-MANAGERIAL**

LOCATION OF POSITION:

162nd Fighter Wing, Tucson, Arizona

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.**

INSTRUCTIONS FOR APPLYING: Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include: High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information, all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

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 (OF 612) 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.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (162nd FW) and must possess the following AFSC: 2A3XX or 2A6XX

KNOWN PROMOTION POTENTIAL: NONE

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

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 nonmembership in an employee organization or any other non-merit factor.

AREA OF CONSIDERATION: This position is in the Federal/Excepted Civil Service and is **open to current members of the (All Units), Arizona Air National Guard.** Individual selected will receive a Indefinite

Appointment that may be converted to Permanent once the funding is available for a new position, or if the position is no longer encumbered. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results. **PCS funds are not authorized.**

NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).

NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).

NOTE: This position is subject to rotating or night shift work.

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
