**ANNOUNCEMENT NUMBER:** 18-37

**OPENING DATE:** 07 MARCH 2018

**CLOSING DATE:** 08 APRIL 2018

**POSITION TITLE:** LOGISTICS MANAGEMENT SPECIALIST-TRAINING

**UNIT/LOCATION:** 124 LRS – BOISE, IDAHO

**WHO MAY APPLY:**

CURRENT MEMBERS OF THE IDAHO AIR NATIONAL GUARD WHO HOLD THE 2S0X1 AFSC OR HAS THE ABILITY TO ATTAIN. APPLICANT MUST POSSESS A MINIMUM ASVAB SCORE OF 41 IN ADMIN OR 44 IN GENERAL.

RANK: SSGT (PROMOTABLE TO TSGT) - MSGT

**AFSC REQUIREMENTS:** 2S071

**MAXIMUM GRADE/RANK:** E-7 (MSGT)

**\*\*\*APPLICATIONS MUST BE RECEIVED NLT 1600 HOURS ON THE CLOSING DATE\*\*\***

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**AGR ELIGIBILITY REQUIREMENTS:**

1. Applicant must become a member of the Idaho Air National Guard (IDANG) before entering the AGR program.

2. If the UMD position requires a mandatory training school for the award of the 3-level AFSC, they may be assigned immediately. The following statement will be included in the remarks section of the AF Form 2096 Classification/On-The-Job Training Action: “I acknowledge that I will attend the first available course that would qualify me in the new AFSC. I will complete the course successfully and progress in training to a skill-level compatible with my UMD assignment. Failure to do so will result in the termination of my AGR tour.” The AF Form 2096 must be accomplished before the orders are published.

3. AGR Airmen are subject to the provisions of AFI 36-2905, Fitness Program. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

4. Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123*,* Medical Examination and Standards*.* They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status.

5. Applicants receiving or eligible to immediately receive a federal retirement annuity or a state annuity for service as National Guard technicians are not eligible for entry on an AGR tour.

6. Individuals selected for AGR tours must be able to complete 20 years active Federal service prior to Mandatory Separation Date (MSD) for officers, or age sixty for enlisted. Exceptions to this policy may be considered for a waiver as approved by The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding IAW ANGI 36-101, Attachment 3.

7. Applicant must not have been previously separated for cause from active duty or a previous AGR tour.

8. An applicant’s military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.

9. Enlisted AGRs are not entitled to bonus incentives IAW ANGI 36-2607, Air National Guard Retention Program and Fiscal Year (FY) ANG Incentive Program - Operational Guidance*.* Exceptions are outlined in the FY Operational Guidance. If selectee is receiving an incentive/reenlistment bonus, contact the Military Personnel Flight Retention Office, 422-5393, for clarification of possible loss or recoupment of bonus.

10. 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 per NGB/AIP LOG# 10-026

11. All military positions must meet the requirements outlined in the respective Air Force Enlisted Classification Directory (AFECD) or Air Force Officer Classification Directory (AFOCD) as managed by the local Base Education and Training Manager (BETM).

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**HOW TO APPLY:**

**IF ANY REQUIRED DOCUMENTATION IS NOT INCLUDED IN YOUR PACKET, YOU WILL NOT BE CONSIDERED FOR THIS POSITION. IF YOU DO NOT HAVE A SPECIFIC DOCUMENT OR DO NOT KNOW WHAT IS BEING REQUESTED, PLEASE CALL (208) 422-3344**

**ANY ADDITIONAL DOCUMENTATION (LETTERS OF RECOMMENDATIONS, EPR’s, ETC.) THAT ARE NOT MANDATORY DUCUMENTATION WILL BE REMOVED FROM THE PACKET.**

**Applications will not be accepted in binders or document protectors. All applicants must submit the following documents which are mandatory for evaluation:**

1. SUBMIT A COMPLETED AND SIGNED NGB Form 34-1, Application for Active Guard Reserve (AGR) Position.

2. INCLUDE A PERSONNEL (RECORDS REVIEW) RIP (AVAILABLE ON vMPF).

3. SUBMIT CURRENT COPY OF ANG POINT CREDIT SUMMARY (PCARS) - AVAILABLE ON VMPF. **NOT REQUIRED FOR CURRENT IDANG AGRS OR CURRENT ACTIVE DUTY PERSONNEL.**

4. SUBMIT ANY DD FORM 214s, CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY. **NOT REQUIRED FOR CURRENT IDANG AGRS OR CURRENT ACTIVE DUTY PERSONNEL.**

5. CURRENT MEMORANDUM STATING NON-ELIGIBILITY FOR A FEDERAL RETIREMENT ANNUITY. THIS MEMORANDUM IS A DOCUMENT THE MEMBER WRITES REGARDING THEIR ELIGIBILITY.

6. SUBMIT CURRENT AND most recent Report of Individual Fitnessfrom the Air Force Fitness Management System (AFFMS).

7. STATEMENT EXPLAINING THE OMISSION OF ANY OF THE ABOVE DOCUMENTS NOT SUBMITTED WITH APPLICATION.

8. SUBMIT A PROFESSIONAL RESUME OUTLINING YOUR EDUCATION, EXPERIENCE AND SKILLS.

9. RETAIN A COPY OF YOUR APPLICATION FOR YOUR PERSONAL RECORDS.

10. FORWARD applications to the address listed below. Applications must contain an original or digital signature and be delivered or mailed at your own expense. If you are sending your application via Priority Mail, Fed Ex, etc please allow an additional 3-5 days to the shipping time as they are not delivered directly to HRO. Applications not received by HRO by the closing date will not be accepted. Applications will not be returned. Electronic submissions are not accepted at this time except in instances approved by the Air AGR Manager.

**HUMAN RESOURCE OFFICE/AGR**

**ATTN: SMSGT BEALE/AIR AGR MANAGER**

**4794 GEN MANNING AVE., BLDG 442**

**BOISE, IDAHO 83705-8112**

**APPLICATION PACKAGES**

An individual must meet the requirements of the Area of Consideration. Those applicants who meet the established requirements will be forwarded to the selecting supervisor. If there are no applicants with the required AFSC and/or the selecting supervisor determines the applications received do not meet their approval/requirements, the application packages of other applicants may be requested from HRO.

**DUTIES AND RESPONSIBILITIES:**

1. Manages materiel management activities and systems involved in requirements determination, inventory control, storage and issues of supplies and equipment.

2. Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, and identification of property.

3. Performs inventories and ensures timely correction of discrepancies. Inspects and evaluates inventory management activities.

4. Inspects and identifies property. Determines condition of property received. Performs shelf-life inspections of stock.

5. Develops methods and improves procedures for storing property. Plans use of storage facilities. Stores, issues, ships and transfers property. Controls issue of classified, sensitive, pilferable and controlled items.

6. Coordinates with maintenance activities on repairable component actions. Controls and issues bench stock property. Obtains material required for equipment modification, periodic component exchange and bills of material in support of maintenance. Accounts for all items contained in mobility readiness spares packages.

7. Provides materiel management expertise to combat support, enabler organizations and responsible officers for the proper accounting and control of specified classes of supply. Reviews and validates requirements. When required, initiates follow-up actions on materiel requirements. Coordinates equipment transfer and deployment actions with the accountable officer.

8. Plans and schedules materiel storage and distribution activities.

9. Processes information retrievals using materiel management system databases. Manages materiel management related systems and hardware. Performs operator maintenance on materiel management related systems and hardware. Applies system security policy and procedures to prevent unauthorized changes to information. Distributes materiel management computer products.

10. Acts as a subject matter expert to the commander on the operation of materiel management systems and operations. Monitors Defense Data Network traffic through use of the Materiel Management Interface System. Ensures database integrity and makes necessary corrections.

11. Controls and operates the Remote Processing Station (RPS).

12. Monitors systems processing and corrects processing errors. Monitors materiel management traffic through use of the Materiel Management Interface System and takes corrective action. Maintains liaison with the Standard Systems Group, MAJCOMs and the servicing Defense Megacenters, to identify and correct problems.

13. Develops database retrieval scripts for materiel management support analyses.

14. Operates motor vehicles and assorted materiel handling equipment.

 *//original signed//*

STEVEN D. BEALE, SMSgt, IDANG

Air AGR Manager