

## VERMONT AIR NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

<b>Announcement Number(s):</b>	MVA AF 22-041
<b>Position Title:</b>	Aircraft Maintenance Supervisor
<b>Date of Announcement:</b>	13 September August 2022
<b>Closing Date:</b>	27 September 2022
<b>Duty Location &amp; Unit:</b>	158 <sup>th</sup> Aircraft Maintenance Squadron, Vermont Air National Guard, South Burlington, VT 05403
<b>Rank, Grade, AFSC:</b>	**CMSgt/E9 2A300
<b>Period of Tour:</b>	Initial Tour 3 Years
<b>Selecting Official:</b>	Lt Col Adam Nichols; 802-660-5260; <a href="mailto:adam.nichols@us.af.mil">adam.nichols@us.af.mil</a>
<b>Human Resources Office Point of Contact and Address:</b>	Ms. Louise Acker; <a href="mailto:louise.s.acker.civ@army.mil">louise.s.acker.civ@army.mil</a> ; SMSgt Sara Lemay; <a href="mailto:sara.j.lemay.mil@army.mil">sara.j.lemay.mil@army.mil</a> 789 Vermont National Guard Rd Green Mountain Armory Colchester, Vermont 05446-3099
<b>Area of Consideration:</b>	Onboard Non-Fenced AGR's within the Vermont Air National Guard Only. This Is Also Advertised as Technician Announcement <b>VT-11642218-AF-22-42.</b>
<b>PCS Authorized:</b>	YES

### Minimum Requirements:

- Individual selected will be ordered to Active Guard/Reserve (AGR) duty under the provisions of Title 32 USC 328 & 502 (f). As a condition of employment, individual selected agrees to participate with their unit of assignment during all unit training assemblies and periods of Consolidated Annual Training.
- Officer Applicants must be able to complete 20 years of Active Duty prior to mandatory separation date (MSD).
- All conditions of ANGI 36-101 will be complied with.
- UMD position must be vacant prior to assignment to the advertised position.
- IAW ANGI 36-101 para 5.10. AGR applicants should be able to attain 20 years TAFMS in the AGR program. Individuals selected for an AGR tours that cannot attain 20 years TAFMS prior to reaching mandatory separation date, must complete the Statement of Understanding and have the TAG waiver approved.
- IAW ANGI 36-101 para 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
- The process of applying and being nominated does not constitute final selection for nor guarantee this position.
- Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by designated representative.
- Applicant must have a current passing PT Test to be eligible to apply.
- A current favorable adjudicated personnel security clearance is required prior to being appointed into the AGR program.
- Applicant must be cleared medically prior to being appointed into the AGR program to include fully COVID 19 vaccinated.

### Other Pertinent Data:

- Applicants will be assigned to one of the following military UMD position # 979307, Rank/Military Grade: CMSgt/E9; AFSC 2A300.
- Applicants are required to hold a 7 level in the following AFSC's 2AXXX, 2WXXX or 2RXXX in order to be eligible to apply.
- For award of AFSC 2A390, qualification in and possession of AFSC 2A373, 2A374, 2A375, 2A3X7, or 2A3X8 is mandatory. Also, experience is mandatory managing or directing functions such as inspecting and maintaining aircraft and SE.
- The following is required to retrain into one of the following AFSC's to possess the 2A390 AFSC requirement:

AFSC 2A3X3= min aptitude score of 47 in MECH min physical profile of P3 U3 L3 H1 E3 and S2 is required and must be worldwide eligible IAW AFI 36-101 and able to lift 70 lbs.

AFSC 2A3X4= min aptitude score of 70 in ELEC min physical profile of P3 U3 L3 H1 E3 and S3 is required and must be worldwide eligible IAW AFI 36-101 and able to lift 80 lbs.

AFSC 2A3X5= min aptitude score of 70 in ELEC min physical profile of P3 U3 L3 H1 E3 and S2 is required and must be worldwide eligible IAW AFI 36-101 and able to lift 70 lbs.

AFSC 2A3X7= min aptitude score of 47 in MECH min physical profile of P3 U3 L3 H1 E3 and S2 is required and must be worldwide eligible IAW AFI 36-101 and able to lift 70 lbs.

AFSC 2A3X8= min aptitude score of 47 in MECH min physical profile of P3 U3 L3 H1 E3 and S2 is required and must be worldwide eligible IAW AFI 36-101 and able to lift 70 lbs.

- If applicant does not currently possess the 2A300 they will be required to attain the 2A300 AFSC within 12 months of appointment. 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 or approved waiver must be accomplished before the orders are published. IAW ANGI36-101, Chapter 5.
- Applicants must hold the rank of SMSgt/E8 or CMSgt/E9 to be eligible to apply.
- \*\*Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.
- Must possess a valid state driver's license to operate government motor vehicles (GMV).
- Incumbent may be subject to uncommon tours, rotational shift assignments and overtime duty.
- Mandatory knowledge, education and experience requirements of DAFI 36-2110 must be met.

#### **Duties and Responsibilities:**

- This position is in the Aircraft Maintenance Squadron at the 158 Fighter Wing. Its purpose is to provide overall direction and coordination of subordinate work activities within one of three major work functions (Aircraft Generation Division, and the Equipment Maintenance and the 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. The work involves the total maintenance of complex, high performance military aircraft, ranging from multi-purpose heavy, multi engine transports to the most modern sophisticated fighters and bombers. All aircraft are fully integrated in and are part of the Total Force Mission of the United States Air Force. 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 nonsupervisory grade which best reflects the overall work operations supervised is Aircraft Mechanic, WG-8852-10.
- Planning: Plans 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 an annual or longer basis. Because of the Total Force Mission integration with the USAF, keeps unit assigned Air National Guard mission aircraft in combat ready status and able to be fully integrated with USAF aircraft and missions upon activation and regular contingency operations, in addition to daily training and support missions. Plans work on an annual or multi year basis, to include: aircraft and aircraft system modifications (Time Change Technical Orders), maintenance equipment and facilities update and modernization, 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 development of policies and procedures in the accomplishment of the work. Significant but shorter requirements involve daily, weekly, and quarterly planning. Analyzes work plans developed by subordinate supervisors for accomplishment of assigned directives. Determines status of work accomplished in relation to future demands, including unanticipated or emergency requirements mandating reallocation of resources as required. Provides higher level management and/or leadership information on status of work projects, budget estimates, changes in equipment, facilities, techniques etc. for mission planning purposes . Evaluates potential impact of improved technologies on existing programs and practices and recommends proposed changes to cognizant authority. Participates fully with higher level management and staff organizations in interpreting changing environmental requirements to include work techniques, specification changes, standard improvements, modifications to organizational structures, mission alignments and changes, equipment modernization, facility requirements and improved work flow processes. Functions

as an integral member of unit's planning process, serving as the responsible technical resource for a maintenance division. Has national level impact, attending future systems road map planning conferences such as Product Improvement Working Group (PIWG), System Supportability Review (SSR) and Systems Safety Group (SSG) meetings as an Air National Guard subject matter expert.

- **Work Direction:** Coordinates and directs the work of units supervised. Assigns and explains work requirements to subordinate supervisors and sets deadlines. Balances workload for subordinate work groups. Promotes economical and efficient work operations. Analyzes production, cost and personnel utilization records and makes adjustment in operations to correct problems. Prepares and/or provides inputs to operating instructions and initiates work plans to be followed by subordinate workers in accomplishing critical or emergency work projects. Spot checks work operations to assure production and quality standards are achieved. Coordinates work operations with other organizations and functions. Encourages employees to achieve management goals.
- **Administration:** Recommends promotion or reassignment of subordinate supervisors and reviews personnel actions prepared by them. Makes formal appraisal of supervisors' work performance and reviews employee appraisals submitted by them. Determines long range and supervisory training needs for all levels of subordinates developing resource options, justifications and methods to accomplish training. Uses various management tools and computer technologies to ensure effective control of work activities. Chairs production meetings to set priorities in accomplishing the scheduled maintenance plan. Promotes and administers such programs as cost reduction, incentive awards, suggestions and quality assurance. Ensures that regulations governing safety and housekeeping are observed. Assures that subordinate supervisors carry out such programs as labor management and equal opportunity. Schedules and approves leave. Ensures that position descriptions are accurate and that position management principles are followed. Assures that appropriate production reports and administrative records are maintained. Acts on personnel problems referred by subordinate supervisors. Hears and resolves grievances and ensures proper corrective action is taken.
- Implements safety regulatory requirements. Ensures that subordinates wear appropriate safety equipment and follow pertinent safety precautions.
- Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises, and Operations Other Than War (OOTW). May be required to perform such additional duties as structural fire fighting, aircraft fire/crash/rescue duty, security guard, snow removal, munitions loading and handling, heavy equipment operation, maintenance of facilities and equipment or to serve as a team member on boards to cope with natural disasters or civil emergencies.
- **PERFORMS OTHER DUTIES AS ASSIGNED.**
- **Competencies:** Leadership; Decision Making; Managing Human Resources; Organizational Awareness.

#### **Instructions for Applying:**

- Interested applicants will submit documents with the attached AGR Application Checklist. Applications without all required supporting documents will not be considered. Applications received after 1600 of the closing date will not be considered. Please do not submit applications in binders, portfolios or stapled together.
- All mailed Applications need to be **postmarked by the closing date** or they **will not** be considered.
- Applications must be hand-carried or sent via US Postal Service, Federal Express, UPS to the address below.
- Emailed applications are not authorized and **will not** be accepted.
- **Members deployed OCONUS in support of Contingency Operation may email application as one PDF to [sara.j.lemay.mil@army.mil](mailto:sara.j.lemay.mil@army.mil)**

**Submit Applications (with attached checklist) to:**

**Human Resources Office  
Air AGR Manager  
789 Vermont National Guard Road  
Colchester, VT 05446-3099**

**Equal Employment Opportunity:** The policy of the National Guard is to treat all applicants equally without regard to race, color, gender, religion, national origin, age, or non-disqualifying handicap. The National Guard is committed to develop and implement a diversity program that is consistent with equal employment opportunity and with the "Human Goals" of the Department of Defense.

## TITLE 32 AGR APPLICATION CHECKLIST

**\*\*\*INCOMPLETE APPLICATION PACKAGES WILL NOT BE CONSIDERED  
AND WILL BE RETURNED WITHOUT ACTION\*\***

NAME (last, first): \_\_\_\_\_ Rank: \_\_\_\_\_ SSN: \_\_\_\_\_  
Contact Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Current Status: DSG / FTNG-ADOS / AD / Perm AGR/ Perm TEHCNICIAN / OTHER  
(CIRCLE ONE)

### PACKET SEQUENCE AND DOCUMENT REQUIREMENTS: (Initial each line)

1. \_\_\_\_\_ NGB Form 34-1 dated Nov 2013 (20131111) (MUST be complete with signature)
2. \_\_\_\_\_ Personal Resume
3. \_\_\_\_\_ Fitness Tracker Report w/ a passing score in a current status from myFITNESS
4. \_\_\_\_\_ Record Review/Update (vMPF)
5. \_\_\_\_\_ Point Credit Summary Inquiry (PCARS) (Be sure to click on view all & print)
6. \_\_\_\_\_ DD Form 214 (If Applicable)
7. \_\_\_\_\_ Last 3 Officer Performance Reports (OPR's) or Enlisted Performance Reports (EPR's) (any that you have available)
8. \_\_\_\_\_ Letter of Recommendation(s) (If Applicable)
9. \_\_\_\_\_ Other additional documentation (i.e Voluntary Demotion Memo if applying for a vacancy that's lower than your current rank/grade) (If Applicable)

**\*FORMS REQUIRING SIGNATURE MUST BE SIGNED OR PACKAGE WILL BE FOUND INCOMPLETE.**

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