

AGR VACANCY ANNOUNCEMENT

ARIZONA AIR NATIONAL GUARD

ACTIVE GUARD AND RESERVE

HUMAN RESOURCE OFFICE

5636 East McDowell Road, Phoenix, AZ 85008-3495

PHONE (602) 267-2783; DSN 853-2783

WEBSITE: www.az.ngb.army.mil/hro

ANNOUNCEMENT NUMBER: 04-343A

DATE: 07 OCT 2004

CLOSING DATE: 21 OCT 2004

**POSITION TITLE, SERIES, GRADE, POSITION NUMBER AND MAXIMUM AUTHORIZED MILITARY GRADE:
AIRCRAFT MAINTENANCE SUPERVISOR, WS-8852-14, TC80293000, CMSgt**

APPOINTMENT FACTORS: OFFICER ()

ENLISTED (X)

LOCATION OF POSITION:

162ND FIGHTER WING, TUCSON, ARIZONA

AREA OF CONSIDERATION: This position is the Federal/Excepted Civil Service and is **open to current onboard AGR members of the 162nd Fighter Wing, Tucson, Arizona, in the grade of CMSgt.** 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 as outlined on the reverse of this announcement.. **PCS funds are not authorized.**

NOTE: This position is being concurrently announced with Technician Announcement #04-343T.

NOTE: If an AGR is selected must have losing commander's approval to bring resource and control grade with them.

NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.

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

NATIONAL GUARD REQUIREMENTS:

1. If selected, you must be in compliance with physical fitness, height, weight, and body fat measurement standards. You must have completed a medical examination in accordance with AFI 48-123 within the 18 months preceding your entry into the AGR program. Women will be tested for pregnancy before entering the AGR program.
2. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
3. Individual selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control graded positions.
4. 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).

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

POSITION COMPATIBILITY REQUIREMENTS:

Once the selection is made, the individual(s) must be a member of the Arizona (AIR) National Guard (162nd FW), qualify for and be placed in the following compatible AFSC/MOS/AOC: 2AXXX, 2WXXX

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 or a self generated form that clearly justifies each KSA.

1. Knowledge and/or appropriate training of maintenance at the intermediate level which would demonstrate a comprehensive knowledge of electrical, pneudraulic, and mechanical principals as applied to aircraft components and support equipment.
2. Knowledge of maintenance data and reporting, use blueprints, diagrams, schematics and technical publications.
3. Knowledge of various types of readiness evaluations/inspections such as UCI, ORI, AFE, mobility and support exercises.
4. Ability to participate and achieve program objectives in such areas as labor-management relations and equal opportunity, and represent management on matters involving these programs.
5. Ability to participate in high level management conferences concerning the development of policies, procedures, production goals and ability to accomplish proposed projects.
6. Ability to translate basic management goals and objectives into effective work operation, establishing a good working climate to encourage employee participation in achieving management goals and to promote efficient and economical working operations.
7. Knowledge of supply, transportation and POL operations procedures.
8. Ability to communicate and coordinate with subordinate, peer, superior and external work groups, organizations and agencies.

INSTRUCTIONS FOR APPLYING: Individuals who meet the basic qualification requirements (Specialized Experience) may apply. **Individuals applying for AGR positions must submit a NGB Form 34-1 (AGR Application) and AZ Form 34-1 (Arizona AGR Application Supplement).** Applicants may submit a résumé detailing military and civilian experience limited to either paid or nonpaid experience directly related to this position. Listed experience 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 335-2-R (Knowledge, Skill and Ability Supplement), and 335-4-R (Applicant EEO Research Questionnaire). Applications will be accepted without the AZNG Forms. However, applications will not receive an adequate evaluation by the Selection Panel if these forms are not submitted. Applications must arrive in the HRO Office by close of business on closing date shown on announcement. All applicants must be citizens (or owe allegiance to the U.S.). For further information call 267-2783/ 2960/ 2789 or DSN 853-2783/2960/2789. **USE OF GOVERNMENT RESOURCES (FAX, MAIL, ETC.) TO SEND APPLICATIONS IS PROHIBITED AND WILL NOT BE ACCEPTED BY THE HUMAN RESOURCES OFFICE. FAXED APPLICATIONS WILL NOT BE ACCEPTED.**

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.

MINIMUM QUALIFICATION REQUIREMENTS: Each applicant must fully substantiate in their application package how they meet the requirements listed below in the Specialized Experience area. **Failure to address and justify the Specialized Experience Requirements in your application package will cause you to be considered unqualified for this position.**

SPECIALIZED EXPERIENCE: Must have 36 months experience which demonstrates the ability to plan and organize work assignments for the function; experience which required the applicant to review work requirements and establish priorities to meet deadlines; experience that provided a knowledge of the various lines of work performed by the function and associated support organizations; experience which demonstrates the ability to deal effectively with other people and gain their cooperation in achieving common goals; experience which demonstrates the ability to supervise through subordinate supervisors, or the potential to perform such duties as evidenced by the ability to communicate, skill at applying human relations techniques, a knowledge of general supervisory concepts, and a knowledge of shop processes; experience in adapting existing equipment and techniques to new situations. Experience in and knowledge of trades and labor work associated with exercising technical and administrative supervision of this position as required.

BRIEF JOB DESCRIPTION: The purpose of this position is to provide overall direction and coordination of subordinate work activities and functions. Work is carried out by two or more separate organizational units and is controlled through a number of subordinate supervisors. Work involves two or more dissimilar or unrelated occupations. The occupation and nonsupervisory grade level which best reflects the nature of the overall work operations supervised is Aircraft Mechanic, WG-8852-12. Plans the overall allocation of personnel and other resources to the organizational segments supervised to accomplish work operations which, because of their scope, volume, and complexity, must be planned on a quarterly or long basis. Analyzes work plans developed by subordinate supervisors for accomplishment of assigned work orders and projects and the status of work being accomplished in relation to overall schedule requirements, including unanticipated or emergency requirements. Provides higher level managers and/or supervisors information on status of work projects, budget estimates, changes in equipment, facilities, techniques, etc. 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. Prepares operating instructions and 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 met. Coordinates work operations with other organizations and functions. Encourages employees to achieve management goals. Recommends promotion or reassignment of subordinate supervisors and reviews personnel actions prepared by them. Determines training needs for all levels of subordinates. 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. Ensures that position description 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 follows pertinent safety precautions. Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises.

SELECTING SUPERVISOR: MAJ KENNETH GAVRE