

**AIR NATIONAL GUARD**  
232nd Combat Communications Squadron  
187TH FIGHTER WING, MONTGOMERY, ALABAMA

**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 22-013**

**OPEN DATE: 12 January 2022**

**EXPIRATION DATE: 11 February 2022**

This announcement is open to all current members of the Alabama Air National Guard and those eligible for membership in the Alabama Air National Guard.

<b>Number of Positions:</b>	<b>1</b>
<b>Title:</b>	<b>Material Management</b>
<b>Position Number:</b>	<b>0102462434</b>
<b>Minimum/Maximum Grade Authorized:</b>	<b>SSGT - TSGT</b>
<b>Required ASVAB</b>	<b>A: 41, G:44</b>
<b>Duty AFSC:</b>	<b>2S0X1</b>
<b>Security Clearance: Unit/Duty</b>	<b>Secret</b>
<b>Location:</b>	<b>232d CBCS Montgomery, AL</b>
<b>Selecting Official: CMSGT Ryan Putteet</b>	
<b>For more information about this position or the unit of assignment, please call: 334-230-4126</b>	

**\*Position state date is contingent on resource availability\***

**Promotion to the highest grade may not be supported by the units manning authorizations.**

## **APPLICATION REQUIREMENTS**

**NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position; Dated 11 Nov 13)**

- Announcement number and position title must be annotated on the form (i.e. 21-XXX).

**Report of Individual Personnel (RIP): Obtain from Virtual Military Personnel Flight (vMPF)**

- RIP can be obtained from the servicing Force Support Squadron (FSS) or Virtual MPF (vMPF)
- Select Record Review and Print/View All pages (vMPF instructions)

**Report of Individual Fitness (Must Be Current)**

- myFitness Report: Must be Current and passing.

**AF Form 422, Physical Profile Serial Report**

- Must be signed and validated within 12 months from your Medical Group (working copy is acceptable)

**DD 214 (Certificate of Release or Discharge from Active Duty)**

- Former Active Duty members only

**All applications must be submitted with a completed AGR Eligibility Checklist, found in ANGI 36-101. Your unit's HRO Remote Designee or the appropriate FSS representative must complete this checklist.**

**Mail, hand carry, or email completed application packages to:**

**JFHQ-AL MDM  
ATTN: MSG John Kilpatrick  
john.d.kilpatrick.mil@army.mil  
P.O. Box 3711  
Montgomery, AL 36109-0711**

**\*All emailed packages must be in a single PDF\***

**DUTIES AND RESPONSIBILITIES:** The information below was taken for the AFECD, 31 Oct 2021  
(<https://mypers.af.mil/ci/fattach/get/9910080/1555961061/redirect/1/filename/AFECD%2030%20Apr%2019%20Finalv3.pdf> ).

## **MATERIEL MANAGEMENT**

**(Changed 30 Apr 17)**

**1. Specialty Summary.** Directs materiel management activities involved in developing, operating, implementing and analyzing manual and automated integrated logistics systems. Manages item and monetary accounting, inventory control, financial planning and warehousing functions. Monitors and operates the Integrated Logistics Systems-Supply (ILS-S) and associated logistics systems interfaces. When assigned to combat support or enabler organizations, provides materiel management expertise as related to ILS-S processes, accountable officer, responsible officer, and responsible person obligations. Related DoD Occupational Subgroup: 155100.

### **2. Duties and Responsibilities:**

- 2.1. Manages materiel management activities and systems involved in requirements determination, inventory control, storage and issues of supplies and equipment.
- 2.2. Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, and identification of property.
- 2.3. Performs inventories and ensures timely correction of discrepancies. Inspects and evaluates inventory management activities.
- 2.4. Inspects and identifies property. Determines condition of property received. Performs shelf-life inspections of stock.
- 2.5. 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.
- 2.6. 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.
- 2.7. 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.
- 2.8. Plans and schedules materiel storage and distribution activities.
- 2.9. 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.
- 2.10. 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.
- 2.11. Controls and operates the Remote Processing Station (RPS).
- 2.12. 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.
- 2.13. Develops database retrieval scripts for materiel management support analyses.
- 2.14. Operates motor vehicles and assorted materiel handling equipment.

### **3. Specialty Qualifications:**

- 3.1. Knowledge. Knowledge is mandatory of basic mathematics, materiel management policies and procedures, Air Force property accounting, stock and inventory control, accountability and responsibility, principles of property accounting through manual or automated data processing (ADP), storage methods, warehouse control (issue and disposal), materiel handling techniques, methods of preparing and maintaining materiel management records, manual and automated materiel management accounting systems, logistics principles and interactions (materiel management, maintenance, transportation, and procurement), hazardous material and waste procedures, and deployment or contingency operations.
- 3.2. Education. For entry into this AFSC, completion of high school with a course in mathematics is desirable.
- 3.3. Training. For award of AFSC 2S031, completion of a basic materiel management course is mandatory.
- 3.4. Experience. The following experience is mandatory for award of the AFSC indicated:
  - 3.4.1. 2S051. Qualification in and possession of AFSC 2S031. Also, experience is mandatory in preparing and maintaining documentation and records associated with materiel management.
  - 3.4.2. 2S071. Qualification in and possession of AFSC 2S051. Also, experience is mandatory supervising storage facilities, analyzing trends in stockage policy and customer support, and operating contingency processing functions.
  - 3.4.3. 2S091. Qualification in and possession of AFSC 2S071. Also, experience is mandatory managing functions such as computing stock control levels; receiving, storing, and issuing property.
  - 3.5.3. Retraining into the 2S0XX career field within the Air Force Reserves and Air National Guard is restricted to the grades of E-6 and below with less than 10 years of Total Federal Military Service.

## Air National Guard membership and Compatibility Requirement

This vacancy announcement will be for an initial active duty tour of one (1) to six (6) years. Subsequent tours will be from one (1) to six (6) years. The selected applicant will be placed in Active Guard/Reserve (AGR) military status under Title 32, USC 502(f). The incumbent will participate with the unit of assignment during unit training assemblies and annual training periods. After an applicant is selected for this position incumbent will be assigned to AFSC 3P0X1 at the Security Forces Squadron, 187<sup>th</sup> Fighter Wing, AI. If a selected applicant's grade is higher than the announced grade of the position (Enlisted only), the selected applicant may be required to request an administrative reduction to the announced grade of the position. The wearing of the Air Force uniform as prescribed in AFI 36-2903 is required for the incumbent of this position. Acceptance of the position constitutes concurrence with these requirements as conditions of employment. Military Grade Inversion is not authorized in the National Guard AGR Program.

## Other Requirements

- i. Members selected for initial AGR positions must meet the medical standards as outlined in AFI 48-123 prior to assignment.
- ii. A current PHA with associated documentation must be less than 12 months old. Applicants whose PHA is greater than 12 months old will require a current exam as appropriate.
- iii. Member must also be current in all IMR requirements (i.e. dental, immunizations, etc.)
- iv. Member must comply with standards outlined in AFI 36-2905, Fitness Program and ANGI 36-101, Air National Guard AGR program. To be eligible for entry into the AGR program, a passing score of 75 or better on the fitness test is required. Member must meet ALL eligibility criteria in ANGI 36-101.
- v. Enlisted member must not have been previously separated from active duty or a previous AGR tour for cause.
- vi. Member must have sufficient retain ability to obtain 20 years of Active Federal Service for retirement purposes. A waiver request to this policy will be considered on a case by case basis.
- vii. AGRs and their authorized dependents may be entitled to PCS benefits provided by law IAW the Joint Federal Travel Regulations (JTR)-PCS entitlements. Individuals entitled to PCS entitlements should not leave their HOR until PCS orders are provided.

**BONUS/INCENTIVE RECIPIENTS:** *If you currently receive any type of incentive such as bonus, student loan repayment, or GI Bill Kicker, these incentives will stop effective on the first day of full time employment with the National Guard. Contact your RETENTION OFFICE MANAGER.*

The information below was taken from ANGI 36-101, 03 June 2010.

**5.3. Grade.** To accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. Reference paragraph 6.6. for proper assignment to a position/unit.

5.3.1. 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 **22 ANGI36-101 3 JUNE 2010** position. Acceptance of demotion must be in writing and included in the assignment application package.

5.3.2. Approval in writing from NGB/A1M is required prior to the accession of any O-6. In addition, any officer may not enter the AGR program in an overgrade status.

**5.4. Commissioning of Enlisted Member.** Enlisted personnel applying for officer positions must be eligible for commissioning upon application for AGR duty. Assignment to the AGR tour will not become effective until the individual receives a commission in the ANG and as a Reserve of the Air Force.

**5.5. Air Force Fitness Standards.** AGR Airmen are subject to the provisions of ANGI 10-248, *Air National Guard (ANG) Fitness Program* until superseded by 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 DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

**5.6. Security Clearance.** AGRs must have a current favorable adjudicated personnel security investigation that is commensurate with their currently assigned AFSC. Local security representatives can provide verification of security clearance information using the Joint Personnel Adjudication System (JPAS).

5.6.1. AGR follow-on assignments will not be issued without a current favorable adjudicated security clearance investigation.

5.6.2. If a top secret security clearance is not held by Airmen selected for an AGR assignment that requires access to top secret information, the Airman must initiate a security clearance update. The AGR selectee must notify their unit security manager to initiate a new security investigation. The HRO/AGR Manager will not issue the AGR orders until security clearance upgrade is initiated and the member has a current favorable investigation.

**5.7. Separated for Cause.** To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

**5.8. Retainability for an AGR Assignment.** Enlisted personnel must obtain sufficient retainability to fulfill an AGR assignment.

**5.9. Sanctuary.** It is not the intent of the AGR program to bring non-career applicants into the sanctuary zone [18 to 20 years Total Active Federal Military Service (TAFMS)]. Anyone whose order [AD or FTNGD orders (other than training)] places them at 18 years or more TAFMS will require a signed and approved sanctuary waiver IAW AFI 36-2131, *Administration of Sanctuary in the Air Reserve Components*.

**5.10. Inability to attain 20 years TAFMS.** AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is 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 contained in Attachment 3. The HRO will maintain the completed and signed Statement of Understanding.

**5.11. Medical Requirements.** Applicants for permanent, occasional or AGR deployment backfill tours must meet the requirements outlined in Chapter 12.