

**AIR NATIONAL GUARD**  
**117<sup>th</sup> AIR REFUELING WING, BIRMINGHAM, ALABAMA**

**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 26-11**

**OPEN DATE: 06 December 2025**

**EXPIRATION DATE: 06 January 2026**

**OPEN TO: ONBOARD AGR**

**Number of Positions:** 1  
**Position Title:** PRODUCTION CONTROLLER  
**Func Code:** 21BC00  
**PEC#:** 51411M  
**UMD Position #:** 110408434  
**AFSC:** ANY 2AXXX OR 2RXXX  
**ASVAB REQUIRE:** M 47/ G 55  
**Grade:** MSGT-SMSGT  
**Security Clearance:** SECRET  
**Selecting Official:** CMSGT WILLIAM NELSON  
**HRO Remote:** MSGT SAMANTHA CROTZER

## APPLICATION REQUIREMENTS

Signed NGB Form 34-1, [NGB Forms](#)

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

**AF Form 422:** Must be signed and verified within 6 months from your Medical Group

**Air Force Fitness Management System II (AFFMS II) Fitness Report:** Must be Current and passing

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.

Email completed application packages to:

[ng.al.alarng.list.j1-air-mdm@army.mil](mailto:ng.al.alarng.list.j1-air-mdm@army.mil)

ATTN: CAPT FREDRIKA SANDERS

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

**JOB INTRO/TITLE:**  
**MAINTENANCE MANAGEMENT**

**DUTIES AND RESPONSIBILITIES:**

2.1. Provides written guidance, reports and special studies for recommendations and briefings to account for flying hour data, equipment performance, materiel consumption, scheduling, management, and resources. Uses statistical techniques, interprets findings from data, identifies trends and significant deviations to ensure senior leaders are briefed fleet health and recommends corrective action when appropriate. Manages aerospace vehicle maintenance and utilization requirements by developing plans and establishes production schedules to meet mission requirements. Determines maintenance capabilities, production factors and work priorities in developing operational schedules. Prepares daily, weekly, monthly, quarterly, and annual utilization schedules for known maintenance and operational mission and training requirements. Coordinates with base activities to ensure support is available to meet schedules.

2.2. Controls, maintains, and audits weapons systems records in the applicable MIS. Coordinates and develops aircraft configuration, Time Compliance Technical Orders (TCTO), Special Inspections (SI), and time change items (TCI), ensuring they are documented in accordance with aircraft documentation policies in the appropriate MIS. Coordinates with appropriate information management and processing centers to ensure automated systems capability and compatibility with customer requirements are met. Focal point for validating and tracking MIS requirements and enhancements for higher headquarters approval.

**SPECIALTY SUMMARY:**

Central agency for scheduling, documentation, management, monitoring, and developing strategies for aerospace vehicles, engines, armament/munitions, missiles, space systems, AGE, and selected equipment inventory. Ensures aerospace vehicles and supporting equipment are managed and documented in accordance with established policy and advises maintenance leadership on fleet health. Initiates studies, investigations and performs statistical analysis to aid in the development and coordination of generation flow plans for units required to meet emergency war order and wartime taskings. Presents information to help senior leadership assess the health of the units' weapon systems and equipment. Manages and operates maintenance management information systems (MIS).

**SPECIALTY QUALIFICATIONS:**

3.1. Knowledge: Maintenance and operations organization management and procedures applying to aircraft, missiles, communications electronics, space systems, or related equipment. Exercise critical thinking, utilizing analytical theory and statistical processes while also being knowledgeable on planning, scheduling, and documenting maintenance and MISs; concepts and application of maintenance directives; aerospace vehicle, operational, inspection, and time change management; delayed discrepancies; TCTO; and engine subsystems.

3.2. Education. For entry into this specialty, computer literacy, knowledge of commercial off the shelf (COTS) data management and visualization, and high school completion with courses in algebra, effective writing, public speaking, and typing are desirable.

3.3. Training. The following training is mandatory for award of the AFSC indicated:

3.3.1. 2R231. Completion of a basic maintenance management analysis & scheduling course.

3.3.2. 2R271. Completion of an advanced maintenance management analysis & scheduling course.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated:

3.4.1. ★2R251. Qualification in and possession of AFSC 2R231. Also, experience in maintenance management activities.

3.4.2. 2R271. Qualification in and possession of AFSC 2R251. Also, experience performing or supervising maintenance management functions and activities.

3.5. Other. The following are mandatory as indicated:

3.5.1. See attachment 4 for entry requirements.

3.5.2. The following is mandatory for retraining candidates within the Air Force National Guard and Air Force Reserve Command:

3.5.2.1. Grade of E-6 or below with less than 10 years Total Federal Military Service.

3.5.3. Must maintain local network access in accordance with AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.

3.5.4. Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environment. For award and retention of AFSC 2R231/51/71, completion of a current T3 Investigation required in accordance with DoDM 5200.02, AFMAN 16-1405, AFGM 2022-03, Air Force Personnel Security Program, is mandatory.

## **ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM:**

Must be a member or eligible to become a member of the Alabama Air National Guard.

Member will be required to hold a compatible military assignment in the unit they are hired to support.

Member's military grade will not exceed the maximum military duty grade authorized on the Unit Manning Document (UMD) for the position.

Member must meet the physical qualifications outlined in, Medical Examination and Standards (DAFMAN 48-123), Attachment 2 before being placed on an AGR tour.

Member must have retain-ability to complete the tour of military duty.

Member must not be eligible for or receiving a federal retirement annuity.

Member must comply with standards outlined in DAFMAN 36-2905, Fitness Program to be eligible for entry into the AGR program.

Member must meet all eligibility criteria in ANGI 36-101, The Air National Guard Active Guard and Reserve (AGR) Program.

Member must hold required AFSC or be eligible for retraining (if applicable) **and meet all eligibility criteria in AFECD/AFOCD**

## **ADDITIONAL DUTIES**

AGR members will participate with their unit of assignment during Regular Scheduled Drill (RSD).

AGR tour lengths in the State of Alabama are at the discretion of the Squadron Commander.

Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years, per ANGI 36-101

To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score.

Scores are reflected on your personnel RIP.

If your ASVAB score does not meet the minimum required IAW AFECD contact your servicing MPF.

You have the option to retake the test.

You must schedule your test date and receive your new scores prior to the announcement closing date.

Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

A law enforcement background check may be required prior to appointment to this position.

By submitting a resume or application for this position, you authorize this agency to accomplish the check

## APPLICATION INSTRUCTIONS

**APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT.**

**\*\*\*\*\* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED \*\*\*\*\***

### WRITTEN EXPLANATION IS REQUIRED FOR ANY MISSING DOCUMENTS

Current AGR members and those who wish to become an AGR must submit the following:

AGR Eligibility Checklist found in ANGI 36-101 ([see below](#)).

NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, Form Version Dated 11 November 2013

Announcement number and position title must be annotated on the form

Download the current form version from;

<http://www.ngbpdc.ngb.army.mil/forms/Adobe%20PDF-F/ngb34-1.pdf>

Current Report of Individual Personnel (RIP). Documents must show your ASVAB scores.

RIP can be obtained from the servicing Force Support Squadron (FSS)

In lieu of a RIP, applicant may provide a printout from the virtual MPF (vMPF)

Select 'Record Review', and then 'Print/View All Pages'

Copy of current passing physical fitness assessment. (From AF Portal, <https://www.my.af.mil/>)

AF Form 422, Physical Profile Serial Report <https://asims.afms.mil/imr/MyIMR.aspx> (CURRENT within 5 years, validated within 12 months, working copy is acceptable)

ALANG - Air Technicians interested in converting to AGR status:

Selection for the advertised position does not constitute acceptance into the AGR program.

Once notification of a selection is made, the individual is required to submit a request for AGR medical clearance through the Medical Group, to the State Air Surgeon.

The State Air Surgeon will evaluate the request and notify MDG of the member's medical clearance approval or denial.

The information below was taken from ANGI 36-101, 21 April 2022.

**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 position/unit. 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 AFI 36-2502, Enlisted Airman Promotion/Demotion Programs, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.

**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 and has completed formal training for which an AFSC has been awarded

**5.5. Air Force Fitness Standards.** AGR Airmen are subject to the provisions of AFMAN 36-2905, *Air Force 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 Physical Fitness Assessment (PFA), an overall "Pass" rating is required and any DLC must be resolved prior to accession.

**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 Defense Information System for Security (DISS)

**5.7. Separated for Cause.** To be accessed in the AGR program, an individual must not have been previously separated for cause from a previous Reserve Component AGR tour or from any Active Component. Requests for waiver to this policy will be annotated on the AF Form 679 and routed to NGB/A1PP.

**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 of TAFMS). Anyone whose order, whether active duty (AD) or full-time National Guard duty (FTNGD) other than for training, places them at 18 years or more of TAFMS will require a signed, approved sanctuary waiver in accordance with DAFI 36-2110, *Total Force Assignments*.

**5.10. Inability to attain 20 years TAFMS.** AGR applicants should be able to attain 20 years of TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General, Commanding

General, or designee. Individuals selected for AGR tours that cannot attain 20 years of TAFMS prior to reaching mandatory separation must complete the Statement of Understanding contained in Attachment 3. The HRO will maintain the completed, 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](#).