

Alaska Air National Guard Announcement Number: **AKANG 10-07**

Position Title: **AVIATION RESOURCE MANAGEMENT**

Required AFSC: **1C0X2** Grade Requirement: **MIN E3 MAX E6**

UNIT/DUTY LOCATION: **249 AS, KULIS ANGB, AK**

OPENING DATE: 28 OCT 09

CLOSING DATE: 27 NOV 09

OPEN: NATIONWIDE (All military members eligible for membership in the AKANG)

WHO MAY APPLY/AREAS OF CONSIDERATION: Open to all AFSC qualified military members and Full Time AKANG AGRs. All members MUST meet the grade requirement and medical requirements outlined below IAW ANGI 36-101, Para 2-1. ** Alaska AGRs who do not possess advertised AFSC must sign a statement stating they will retrain to the required AFSC upon accepting the position within 12 months.**

SELECTING SUPERVISOR: MSgt Robert Hassell

VICE: James

Duties: Interprets and administers laws and regulations regarding incentive pay and has sole approving authority to determine eligibility and entitlement to Aircrew Incentive Pay (ACIP), Career Enlisted Force Incentive Pay (CEFIP), and Hazardous Duty Incentive Pay (HDIP, (parachutist duty)) on all aviation related duties for personnel assigned to the Air National Guard unit. Determines eligibility and prepares Military Pay Orders authorizing awarding or recoupment of incentive pay actions based on Department of Defense regulations, Air Force Instructions and all governing laws. Develops validation processes to determine if assigned aircrew members meet incentive pay requirements in accordance with (IAW) various Department of Defense (DoD) and Air Force (AF) Regulations; reconciles ARMS records by comparing against documentation from Finance and Maintenance Operations Control; and ensures incentive pay entitlements are processed and reviewed and reconciled IAW established public laws. Advises aircrew members when pay entitlements change. Provides accurate and timely historical incentive pay records to the Air Force Audit Agency and Federal Aviation Authority (FAA) upon official request. Controls, and monitors the resource and training requirements of assigned rated and non-rated aircrew for mission accomplishment and safety of flight. Receives direction and coordinates aircrew management changes, suspension/disqualification actions, and changes in Flying Status Codes (FSC). Researches, validates, and interprets Air Force Instruction (AFI) Mission Design Series (MDS) specific medical and physiological requirements and flying and ground training requirements; and compares with higher headquarters mission training requirements to create the ARMS training table. Translates these requirements into aircrew training tables, profiles, reports, etc., and utilizes products to provide information to aircrew, senior leadership, training coordinators, commanders, and outside sources to include Numbered Air Force (NAF), Major Commands (MAJCOM), and Headquarters (HQ) U.S. Air Force (USAF) to show training requirements, overall training objectives, and accomplishments. Manages Wing Flying Hour Program by developing procedures for accurate and timely processing of flying hours and verifies accuracy with Logistics Group personnel to determine inventories of assigned, projected, available, and actual expenditure of hours. Develops and provides information and reports to reflect training accomplishments, pending training requirements, cost for flying hours expended and how this impacts year end goals for training and flying hours budget. Develops and executes procedures or checklists for in processing, out processing, auditing and self-inspections of flight record folders for all aviators to include written go-no-go procedures, pre-mission, and post-mission review; recording aircrew and aircraft flying hour data; and determining aviation service action for attached and assigned flying personnel as it directly affects mission accomplishment and safety of flight. Performs other duties as assigned.

Initial Eligibility Criteria:

Aptitude requirements: MECH: _____ ADMIN: **41** GEN: _____ ELECT: _____

Applicants need to submit Current Records Review Rip (vMPF RIP)*

***See page 2 for All Required Documentation needed**

BRAC CLAUSE - As a result of the 2005 Defense Base Closure & Realignment Commission (BRAC), Kulis AGS AK is scheduled to relocate to Elmendorf AFB AK NLT 2011 at which time Elmendorf AFB will replace Kulis AGS as the "duty" location. Since Elmendorf is well within "commuting" distance of Kulis AGS (defined as 50 miles), employees will not be eligible for any relocation costs. **Self-Executing Title 10 Orders for Federal Operational Missions:** As a condition of employment, incumbent will be required to execute a voluntary consent statement which sets forth their consent to be recalled to Title 10 duty pursuant to 10 U.S.C.B 12301 (d) for federal operational missions. **Specific SAR Alert Requirements:** Search and Rescue (SAR) alert commitments necessitate that the incumbent reside within a one (1) hour drive radius from the SAR launch location. Incumbent will be required to perform SAR duties within the readiness postures as prescribed by the current MOU executed between the Alaska National Guard and the 11th Air Force regarding Search and Rescue support. **Irregular Schedule & TDYs:** Incumbent will be required to regularly perform irregular tours of duty, to include nights, weekends, and holidays. Incumbent may be required to perform extended duty periods away from home station and temporary duty (TDY) both in-state and out-of-state.

HOW TO APPLY: Interested applicants who meet the eligibility requirements listed above may apply by submitting the below listed documents to the **Alaska National Guard, Human Resources Office (HRO), Bldg 49000, Room D-209, P.O. Box 5800, Ft Richardson, AK 99505-5800**. Applicants must type or print in legible dark ink and sign and date each application. Packets received without a signed and dated NGB Form 34-1 or incomplete packages will result in non-consideration and the application will *not* be forwarded to the selecting supervisor. Applicants may include copies of their Certificates of Training that may be applicable to the position you are applying for but **MUST INCLUDE ALL OF THE BELOW LISTED DOCUMENTS** 1-5. If the required documents/forms are not submitted with the application package, a letter of explanation must be provided

1. NGB Form 34-1 (Application Form for Active Guard/Reserve (AGR) Position)
2. **CURRENT** Fitness Test
3. World Wide Deployability statement (from the clinic)
4. Current Records Review Rip or VMPF Rip

Applications will only be accepted if they are physically received in the Human Resource Office (HRO) by 1600 hours on the closing date of the vacancy announcement, or if mailed, postmarked by the closing date of the vacancy announcement. **No exceptions will be made.** HRO highly recommends applications be mailed certified return receipt and well in advance of the closing date. U.S. government postage paid envelopes or distribution system may not be used in submitting applications.

QUESTIONS: Call MSgt Shannon Amos COMM (907) 249-1310, DSN 312-626-1310.
To verify receipt of application you may call HRO at 907-428-6247

1. Applicant must not have been previously separated "for cause" from active duty or an AGR tour.
2. Applicant must be medically qualified under the provisions of AFI 48-123. An induction physical must be conducted not more than 24 months prior to entry on AGR duty. An SF Form 507 must be completed if physical is more than 30 days old. HIV test cannot be more than six (6) months old prior to the tour start date. Personnel age 40 or older are required to have a Risk Index calculated. If the Risk Index exceeds 10,000, a stress EKG is required. Retention physicals (every five years) and flight physicals are not valid physicals for accession into the AGR program.
3. Applicants must meet the fitness assessment standards IAW ANGI 10-248 at the time they are placed into the AGR program.
4. Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Over grade applicant **must indicate in writing**, willingness to be administratively reduced in grade when assigned to the position.
5. IAW ANGI 36-101, Para 2.6., "Initial tours may not exceed 6 years... Tours may not extend beyond an enlisted member's ETS or an officer's MSD (Mandatory Separation Date).
6. IAW ANGI 36-101, paragraph 2.1.3.7, applicant must be able to complete 20 years of active federal service prior to MSD for officer and age 60 for enlisted members. Exceptions may be considered by ANGR/DP on a case-by-case basis for exceptional circumstances. Approval will be limited to one four-year tour. Extensions will not be considered.
7. 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.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and MOS some positions may have gender restrictions.