



Alaska National Guard
Active Guard Reserve (AGR)
Position Announcement #
AKANG 18-95

<https://dmva.alaska.gov/employment/>

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| POSITION TITLE: Public Health Technician | AFSC or MOS 4E0X1 | OPEN DATE: 02 Jul 2018 | CLOSE DATE: 01 Aug 2018 |
| UNIT OF ACTIVITY/DUTY LOCATION: 168th Medical Group, Eielson Air Force Base, Alaska | | GRADE REQUIREMENT: Min: E5 Max: E7 | |
| SELECTING SUPERVISOR: CMSgt Danielle St Laurent | Position Number 009568750 | PHYSICAL PROFILE: PULHES – 333222 | |

AREAS OF CONSIDERATION

- On-board AK ANG AGR (Must hold advertised AFSC)
- Alaska Air National Guard members (Must hold advertised AFSC)
- Nationwide military members eligible for membership in the AKANG (Must hold advertised AFSC)

MAJOR DUTIES MAY INCLUDE

AIR GUARD: Please refer to attached pages for more info on the major duties and initial qualifications for this position for this AFSC or go to: <https://www.my.af.mil> to review the AFECD

INITIAL ELIGIBILITY CRITERIA

- *In addition to criteria listed on attached pages*
- Security Clearance - Must be able to obtain: Secret
 - Aptitude Requirement: General 44
 - Strength requirement: Demonstrated ability to lift 50lbs

PREFERRED QUALIFICATIONS

- In addition to the initial eligibility criteria and required forms listed application procedures, the following are preferred qualifications:
- Resume
 - Cover Letter
 - Last 3 Enlisted Performance Evaluations
 - Letters of Recommendation will be accepted

SPECIAL ANNOUNCEMENT CRITERIA

- Total Active Military Service (TAFMS) REQUIRED FOR AGR SELECTION: In accordance with AKANG Enlisted Force Management Policy Letter (dated 17 April 2018), applicants for AGR positions must have the following amounts of active service to fill enlisted positions: (E-5 - Any amount of TAFMS), (E-6 - 4 years TAFMS or more), (E-7 - 10 years TAFMS or more) ***TAFMS waiver may apply***
- Upon selection additional medical verification will be required prior to start of AGR tour
- Continuation beyond initial tour may be subject to evaluation based on AGR Continuation Board

ACTIVE GUARD AND RESERVE REQUIREMENTS

Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities. Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program. IAW ANGI 36-101 "Initial tours may not exceed 6 years. AGR tours may not extend beyond an Enlisted member's ETS or an Officer's MSD. 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 Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required. Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status. An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. 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 position. Acceptance of demotion must be in writing and included in the assignment application package. Application Package will not be forwarded without statement: ANGI 36-101 "applicant must be able to complete 20 years of active federal service prior to MSD for officers and age 60 for enlisted members. Exceptions may be considered...." If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee. Members currently on occasional tours exceeding 180 consecutive days may be considered as full-time AGR (members currently on occasional tours 179 days or less are not considered AGR). Any further questions regarding the AGR program may be answered in ANGI 36-101

APPLICATION PROCEDURES

Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for. Per ANGI 36-101, the application package must include at a minimum, the signed NGB 34-1, current Report of Individual Person (RIP), and current Report of Individual Fitness. Items 1-3 are required by the Human Resource Office to determine initial qualifications. If the required documents are not submitted, a letter of explanation must be included. Incomplete packages will not be considered for the position vacancy. Please submit the following:

1. Signed NGB Form 34-1 Application Form for Active Guard/Reserve (AGR) Position dated 20131111 (<http://dmva.alaska.gov/employment.htm>) (Do not use outdated form)
2. CURRENT full Records Review RIP available on vMPF (<http://www.afpc.randolph.af.mil/vs>) (Must be a full RIP) (avoid sending SURF/Brief when possible)
3. CURRENT PASSING Report of Individual Fitness from Air Force Fitness Management Systems (AFFMS) or AF Fitness Assessment Scorecard or a signed letter from the Unit Fitness Monitor.
4. Items requested in the "PREFERRED QUALIFICATIONS" section above.
 - Resume
 - Cover Letter
 - Last 3 EPR's (or equivalent)
 - Letter of Recommendation

Use AGR Application Instructions from DMVA website (first line under Application)

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into ONE single PDF (adobe portfolio is not recommended) (consider printing signed documents to PDF prior to combining files)-Signatures may be stripped once they are saved. PDF File Name should be: Position Announcement Number, Last name, First name, Grade
Example: ANG 18-XX Doe, Jane E1

Email Subject should be: Announcement Number

Example: ANG 18-XX (must use advertisement # and NOT position # ex: 1234567)

Email Application Package to ng.ak.akarng.mbx.hro-agr@mail.mil

** Applications will be accepted through AMRDEC if standard email procedures do not work**

- AMRDEC SAFE Web Application: <https://safe.amrdec.army.mil/safe/> to above email

**All application documents must be consolidated into a single .pdf file. (Do not put in a PDF Portfolio format)

** Applicants are encouraged to submit early and call HRO for initial review of your application prior to closing date

QUESTIONS:

Applicants are encouraged to call HRO to verify receipt prior to closeout date. To verify the receipt of an application or if you have issues, you may call DSN 317-384-4467 or Commercial 907-428-6467 and/or DSN 317-384-4242 or Commercial 907-428-6242

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board. Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer (HRO) approves the selection package, the HRO office will send a notification letter to all applicants of their selection/non-selection. The selection of an applicant is not final until the individual has been notified by the HRO-AGR. After the selecting supervisor makes a selection, the "routing" of the selection package begins and ends with HRO.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.

CEM Code 4E000
AFSC 4E091, Superintendent
AFSC 4E071, Craftsman
AFSC 4E051, Journeyman
AFSC 4E031, Apprentice
AFSC 4E011, Helper

PUBLIC HEALTH
(Changed 30 Apr 17)

1. Specialty Summary. Manages and performs public health activities and programs in support of the Aerospace Medicine Program. There are two major divisions within Public Health: Community Health Management and Force Health Management. Community Health Management encompasses communicable disease control and prevention, food safety and defense, medical entomology, facility sanitation, and public health contingency response. Force Health Management encompasses medical deployment clearance processing, Preventive Health Assessment (PHA) and Individual Medical Readiness in Aeromedical Services Information Management Systems (ASIMS), and administrative oversight of occupational health examinations (including performing audiograms). Related DoD Occupational Subgroup: 132200, *Biomedical Sciences and Allied Health* as cited in the AFECD. Biomedical Sciences and Allied Health is defined as specialists in environmental health/preventative medicine, veterinary medicine, optometry, physiology, diet therapy, medical equipment maintenance and other biomedical science and allied health specialists.

2. Duties and Responsibilities:

2.1. Community Health Management:

2.1.1. Organizes and assists in communicable disease prevention and control programs. Controls disease transmission through patient interviews, epidemiological investigations, patient education and community outreach programs. Advises professionals on control measures. Updates and completes associated records and forms. Investigates disease outbreaks. Collects and compiles epidemiological data. Identifies, evaluates, and reports trends.

2.1.2. Conducts food safety and defense programs. Inspects sanitary condition of containers and vehicles. Ensures food origin and distribution are from approved sources. Inspects foods for wholesomeness and contract compliance. Makes recommendations for disposition of deteriorated or distressed foods. Assesses risks associated with production, transportation, storage, preparation and serving of food. Recommends measures to prevent contamination (unintentional as well as intentional), deterioration and completes Food Vulnerability Assessments.. Inspects operational rations. Collects and ships food for laboratory analysis. Investigates customer complaints and food recalls. Evaluates and completes inspection records.

2.1.3. Plans and conducts medical entomology program. Evaluates vector-borne disease risk. Conducts disease and pest/vector surveillance. Monitors compliance and effectiveness of vector and pest management control measures. Recommends prevention and control measures. Provides education and training on prevention and control of vector-borne diseases.

2.1.4. Plans and conducts sanitation programs. Conducts sanitary evaluations of food, public facilities, and military and civilian contract aircraft. Determines compliance with sanitary standards and reports discrepancies. Provides food handler, disease outbreak, and community health education and training.

2.1.5. Plans, organizes, and conducts public health contingency response programs.

2.2. Force Health Management

2.2.1. Assists in Occupational Health Programs. Ensures personnel receive appropriate pre-employment, periodic and termination occupational examinations. Conducts occupational audiometric evaluations. Provides consultation to supervisors and workers in personal hygiene, occupational hazards, hazard communications and personal protective equipment. Monitors results of occupational health examinations to detect adverse trends. Investigates occupational illnesses and assists with completion of fitness and risk evaluations. Advises healthcare providers on workplace hazards. Manages and provides quality control of occupational health examinations. Conducts shop visits at the discretion of the Occupational & Environmental Health Working Group.

2.2.2. Provides administrative oversight to the ASIMS program. Gathers data, produces rosters and provides reports for Primary Care Management Teams, Unit personnel and both medical and line leadership regarding Individual Medical Readiness (IMR) requirements.

2.2.3. Plans and conducts deployment medicine programs. Oversees medical clearances for deploying personnel. Provides deploying personnel with medical intelligence briefs to include the threat of vector borne disease and prevention; use of personal protective equipment. Also oversees medical reintegration by ensuring all re-deployers complete required post-deployment medical requirements..

2.2.4. Assists in the PHA program to include processing, tracking, notification, and quality control. Makes patient referrals based on Standardized Workflows and clinical guidance from patient care teams. Orders necessary ancillary studies as directed by IMR regulations, Air Force Instructions, and Standardized Workflows. Conducts height, weight, blood pressure, and distant vision screening assessment measurements. Completes required documentation in the medical records.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of: basic biological and physical sciences; preventive medicine; fundamentals of microbiology, chemistry, anatomy, physiology, and pathology of the human body; terminology, limited paraprofessional

examinations, medical entomology programs; food science and technology; food handler training; food and water safety and defense principles; food inspection; laboratory procedures; sanitary evaluations; public facility sanitation; prevention and control of food borne, water-borne, and vector-borne diseases; communicable disease prevention and control; epidemiology; occupational health (including hearing conservation); medical readiness (including medical intelligence, deployment processing, and deployment surveillance); personnel management and administration; medical service organization and function; basic medical information management (including database management) and written and oral communication.

3.2. Education. For entry into this specialty, completion of high school courses in biology, chemistry, and general science is desirable.

3.3. Training. The following training is mandatory as indicated:

3.3.1. For award of AFSC 4E031, completion of public health apprentice course is mandatory.

3.3.2. For award of AFSC 4E071, completion of the Operational Entomology in-residence course and the Center for Disease Control and Prevention Epidemiology course are mandatory.

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

3.4.1. 4E051. Qualification in and possession of AFSC 4E031. Also, experience in functions such as routine food safety and defense inspection; sanitary evaluations; communicable disease control and disease intervention; occupational health; force health management activities, PHA cell, medical entomology programs and public health medical readiness programs.

3.4.2. 4E071. Qualification in and possession of AFSC 4E051. Also, experience performing public health programs.

3.4.3. 4E091. Qualification in and possession of AFSC 4E071. Also, experience managing public health activities.

3.5. Other. The following are mandatory as indicated:

3.5.1. For entry into this specialty:

3.5.1.1. Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards* and Medical Standards Directory.

3.5.1.2. For award and retention of AFSCs 4E031/4E051/4E071, Hearing Conservation certification is mandatory.

3.5.1.3. Must pass Reading Aloud Test as defined in AFI 48-123 and Medical Standards Directory.

3.5.1.4. Valid state driver's license and qualification to operate government motor vehicles (GMV) according to AFI 24-301, *Vehicle Operations*.

3.5.1.5. See attachment 4 for additional entry requirements.

3.5.2. For award and retention of these AFSCs, must maintain local network access IAW AFMANs 17-1201, *User Responsibilities and Guidance for Information Systems* and 17-1301, *Computer Security*.