



Alaska National Guard
Active Guard Reserve (AGR)
Position Announcement #
AKANG 18-98

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

POSITION TITLE: Munitions Systems Craftsman	AFSC or MOS 2W071	OPEN DATE: 11 Jul 2018	CLOSE DATE: 26 Jul 2018
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UNIT OF ACTIVITY/DUTY LOCATION: 176th Maintenance Squadron, Joint Base Elmendorf Richardson, Alaska	GRADE REQUIREMENT: Min: E5 Max: E6
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SELECTING SUPERVISOR: MSgt Benjamin McCulloch	Position Number 888464	PHYSICAL PROFILE: PULHES – 333231
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AREAS OF CONSIDERATION

On-board AK ANG AGR (Must hold advertised AFSC)
Alaska Air National Guard members (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: 60 Mechanical 57 General
 - Strength requirement: Demonstrated ability to lift 100lbs
 - Must be willing to reside in (relocate to) and work in JBER, Alaska commuting area for the duration of the tour.

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
 - Must have the ability to communicate effectively both orally and in writing.
 - CAS and AMST practical experience preferred.
 - Operations and Inspection experience preferred.

SPECIAL ANNOUNCEMENT CRITERIA

- Total Active Military Service (TAFMS) REQUIRED FOR AGR SELECTION: In accordance with AKANG Enlisted Force Management Policy Letter, 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)

TAFMS waivers 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

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) 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 2W000
 AFSC 2W091, Superintendent
 AFSC 2W071, Craftsman
 AFSC 2W051, Journeyman
 AFSC 2W031, Apprentice
 AFSC 2W011, Helper

MUNITIONS SYSTEMS

(Changed 30 Apr 15, Effective 17 Oct 14)

1. Specialty Summary. Responsible for safety, security, and accountability of all nonnuclear munitions and related components. Performs and manages munitions production and materiel tasks and activities. Identifies munitions and equipment requirements. Operates and maintains automated data processing equipment (ADPE) to perform inspection, testing, and stockpile management activities. Stores, maintains, assembles, issues, and delivers assembled nonnuclear munitions. Routinely demilitarizes nonhazardous munitions. Operates and maintains munitions materiel handling equipment (MMHE). Develops and implements munitions materiel management concepts and procedures. Complies with explosive, missile, and ground safety, security, and environmental directives and practices. Identifies munitions by filler, color code, marking, or physical characteristics. Receives, stores, handles, and transports nuclear weapons. Related DoD Occupational Subgroup: 164500.

2. Duties and Responsibilities:

2.1. Tests, assembles, and processes nonnuclear munitions. Prepares munitions for loading on aircraft. Checks safe and arm mechanisms. Installs warheads, guidance units, fuses, arming wires, squibs, strakes, wings, fins, control surfaces, and tracking flares. Processes aircraft gun ammunition. Maintains and reconditions munitions and MMHE. Reconditions, repairs, and replaces defective or missing parts. Maintains operational or bench stock materiel and secures replenishment. Modifies munitions and MMHE when directed. Inspects munitions for serviceability and applies munitions product assurance procedures. Installs spotting charges in bombs. Processes ammunition. Inspects ammunition, components, and containers for defects. Prepares documentation indicating identification and quantity of assets. Performs routine demilitarization of nonexplosive munitions items. Repackages munitions and applies container markings.

2.2. Receives, stores, handles, and transports nonnuclear munitions via multiple modes (air, sea, land). Unloads and unpacks munitions. Checks shipping documents for accuracy. Delivers munitions to assembly, storage, or maintenance areas. Prepares munitions for shipment. Determines and maintains storage facilities, reports, safety, and security requirements. Performs inspections and maintains inspection and storage records. Issues nonnuclear munitions. Performs operator maintenance on munitions vehicles and equipment. Performs munitions materiel management and materiel accounting functions. Performs and oversees management and procedural application of manual and automated positive inventory control. Determines inventory control actions. Conducts inventories and corrects discrepancies. Accomplishes requisitioning actions and maintains due-in, due-out, and status files. Maintains source document control and ensures validity and completeness. Recommends system and program changes to data processing methods. Develops and maintains stock level data. Monitors excess munitions programs. Prepares reports. Operates and maintains ADPE for munitions accounting, reporting, and status configuration. Coordinates with maintenance activities on repairable munitions components. Obtains material for equipment modifications, periodic component exchange, and maintenance. Receives, stores, handles and transports nuclear weapons.

2.3. Establishes and evaluates performance standards, maintenance controls, and work procedures. Computes data to support financial planning and programming. Analyzes and validates munitions host-tenant and interservice munitions support agreements and plans. Develops methods and techniques to maintain and recondition munitions and handling equipment. Evaluates munitions account condition, identifies deficiencies, and initiates corrective actions. Ensures compliance with policies, directives, and procedures. Evaluates munitions equipment maintenance. Evaluates procedures for assembling, renovating, and storing munitions; and procedures for demilitarization of nonexplosive munitions. Provides status information and expected completion dates. Analyzes mission effectiveness, program requirements, and stock control levels, and validates requirements. Analyzes stockpile requirements to determine type and quantity of munitions facilities needed to safely store, inspect, maintain, and secure munitions assets.

3. Specialty Qualifications:

3.1. **Knowledge.** Knowledge is mandatory of: composition and characteristics of munitions, storage, safety, and security and environmental requirements and procedures; fusing and arming systems; technical drawings; precision measuring tools and equipment; wiring diagrams; handling, use, and disposition for nonhazardous materials; munitions materiel accounting systems; basic mathematics; policies and procedures for accountability and pecuniary liability; techniques of munitions materiel management and procurement; Air Force property accounting; munitions policies and procedures; inventory and stock control; preparing and maintaining munitions records and documents; procedures for hazardous and nonhazardous materials; and procedures for assets turn in.

3.2. **Education.** For entry into this specialty, completion of high school or General Education Development equivalency is mandatory.

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

3.3.1. 2W031. Completion of a basic munitions systems course.

3.3.2. 2W051. Completion of the 2W051 CDC and 12 months of OJT (minimum of 9 months for retrainees).

- 3.3.3. 2W071. Completion of the Air Force Combat Ammunition Planning and Production course (PDS code 8RM) and 12 months OJT.
- 3.3.4. 2W091. Completion of the Air Force Combat Ammunition Planning and Production course (PDS code 8RM) as a Senior NCO.
- 3.4. Experience. The following experience is mandatory for award of the AFSC indicated:
- 3.4.1. 2W051. Qualification in and possession of AFSC 2W031. Also, experience is mandatory in performing functions such as warehousing, accounting, mechanical assembly, electronics, transportation of munitions, use of hand tools, and preparing and maintaining documentation and records for inventory management actions involving manual or automated systems or both.
- 3.4.2. 2W071. Qualification in and possession of AFSC 2W051. Also, experience is mandatory in supervising or performing functions such as receipting, identifying, inspecting, storing, reconditioning, issuing, delivering, maintaining, testing, and assembling guided and unguided munitions; or preparing and maintaining documentation and records for inventory management actions.
- 3.4.3. 2W091. Qualification in and possession of AFSC 2W071. Also, experience is mandatory in managing functions such as accountable munitions material operations; munitions storage, maintenance, and assembly functions; munitions inspection; equipment maintenance; line delivery and handling functions; computing levels; automated data processing; or maintaining munitions material management accounts.
- 3.5. Other. The following are mandatory as indicated:
- 3.5.1. For entry into the specialty,:
- 3.5.1.1. Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards*.
- 3.5.1.2. See attachment 4 for additional entry requirements.
- 3.5.2. For entry, award, and retention of these AFSCs:
- 3.5.2.1. No record of emotional instability.
- 3.5.2.2. Normal depth perception as defined in AFI 48-123.
- 3.5.2.3. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Vehicle Operations*.
- 3.5.2.4. Never been convicted of domestic violence IAW the Lautenberg amendment to the *Gun Control Act of 1968* and AFI 31-117, *Arming and Use of Force by Air Force Personnel*.
- 3.5.3. For award and retention of these AFSCs:
- 3.5.3.1. Specialty requires routine access to Secret material or similar environment. For award and retention of AFSCs 2W0XX, completion of a current National Agency Check, Local Agency Checks and Credit (NACLIC) according to AFI 31-501, *Personnel Security Program Management*.
- NOTE:** Award of the 3-skill level without a completed NACLIC is authorized provided an interim Secret security clearance has been granted according to AFI 31-501.
- 3.5.3.2. 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*.