



ALASKA NATIONAL GUARD

ACTIVE GUARD RESERVE (AGR)

Announcement Number: AKANG 25-112



POSITION TITLE: Maintenance Management Supervisor	AFSC 2R291	OPEN DATE: 16 May 2025	CLOSE DATE: 15 Jun 2025
UNIT OF ACTIVITY/DUTY LOCATION: 176th Maintenance Operations Flight , Joint Base Elmendorf Richardson, Alaska		GRADE REQUIREMENT: Min: E7 Max: E8	
SELECTING SUPERVISOR: CMSgt Shea Dodson	Position Number 888048	* Contingent on Controlled Grade Availability	

AREAS OF CONSIDERATION

On-board AK ANG AGR (Must Hold 2RXXX, 2AXXX, or 2WXXX AFSC)
Alaska Air National Guard members (Must Hold 2RXXX, 2AXXX, or 2WXXX AFSC)
Nationwide military members eligible for membership in the AKANG (Must Hold 2R2X1 AFSC)

MAJOR DUTIES

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: 55 General
- PULHES: 333233
- Strength requirement: Demonstrated ability to lift 50 lbs

IAW AFECD for 2R2XX:

Must maintain local network access in accordance with AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301
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 5200.0
AFMAN 16-1405, AFGM 2022-03, Air Force Personnel Security Program, is mandatory.

PREFERRED QUALIFICATIONS

In accordance with AKNGI 1320.14 (26 Jun 2020) & ANGI 36-101, the following documents have been requested by the Selection Official. Applications received that do not contain these requested items will not be screened-out by HRO; but it may adversely affect the selection.

1. Resume
2. Cover Letter
3. Last three (3) EPBs
4. At least (1) Letter of Recommendation

Knowledge is mandatory of: operations and maintenance management of aerospace vehicles, engines, munitions, missiles, space systems, and associated equipment; automated and manual procedures applying to planning, scheduling, and documenting maintenance and maintenance information systems; concepts and application of maintenance directives; aerospace vehicle, operational, inspection, and time change management; delayed discrepancies; TCTO; and engine subsystems.

Knowledge of responsibilities for the HC-130J, HH-60, and C-17 weapon system is preferred.

ACTIVE GUARD AND RESERVE REQUIREMENTS

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 24 months prior to the start date of the AGR tour. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate such in writing; a voluntary demotion letter must be included with the application 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 Administrative Demotion statement. 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 applicant. Any further questions regarding the AGR program may be answered in AKNGI 1320.14 (26 Jul 2020) & ANGI 36-101.

SPECIAL ANNOUNCEMENT CRITERIA

- Upon selection additional medical verification will be required prior to start of AGR tour
- Any Individual(s) selected for this position must meet EFMP requirements for the duty location at time of assignment.
- Members that do not meet EFMP standards for the duty location may be subject to a rescinded offer of employment.
- Continuation beyond initial tour may be subject to evaluation based on AGR Continuation Board
- Selection into controlled grade positions is contingent on availability/state allocation of controlled grades.
- Selection into higher graded positions IS NOT a promise of promotion

- In accordance with AKANG Enlisted Force Management Policy Letter 19-03 (3 December 2018), applicants for AGR positions must meet required amounts of Total Active Military Service (TAFMS) to fill enlisted positions:

- E-8 Must possess eleven (11) years or more of TAFMS (waivers apply)
- E-9 Must possess fourteen (14) years or more of TAFMS (waivers apply)

APPLICATION PROCEDURES

Applications must be signed and dated. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Per ANGI 36-101, the application package must include at a minimum items 1-3 listed below. If the required documents are not submitted, a letter of explanation must be included. Incomplete packages will not be considered for the position vacancy.

APPLICATION PACKAGE:

1. SIGNED NGB Form 34-1 Application Form for Active Guard/Reserve (AGR) Position dated 20131111 (<http://dmva.Alaska.gov/ang-employment/>)
2. CURRENT full Records Review RIP from Virtual MPF: <https://vmvf.us.af.mil/VMPFNet40/PersonalData/RecordReviewUpdate/All.aspx>
3. CURRENT PASSING Report of Individual Fitness from MyFSS/ MyFitness: <https://myfss.us.af.mil/USAFCommunity/s/usaf-fitness-management> (must not show a "fitness due date" that is in the past) (or) a signed letter from the UFPF. If exempt, please include Form 469 with application
4. Items requested in the "PREFERRED QUALIFICATIONS" section above.

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into ONE single PDF (Adobe Portfolio is not recommended. Signatures may be stripped once they are saved. 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 25-XXX Doe, Jane E1
- Email Subject should be: Announcement Number
- Example: ANG 25-XXX
- Email Application Package to: ng.ak.akarng.mbx.hro-agr@ARMY.mil

DoD SAFE SUBMISSIONS:

Applications will be accepted through DoD SAFE if standard email procedures do not work: DoD SAFE <https://safe.apps.mil/>

- If a passphrase is created, email it separately to ng.ak.akarng.mbx.hro-agr@ARMY.mil
- All application documents must be consolidated into a single .pdf file. (Do not put in a PDF Portfolio format)

QUESTIONS:

Applicants may call HRO for initial review of application and to verify receipt prior to closeout date.

Franz D Deters:
Commercial 907-428-6466
DSN 317-384-4466
franz.d.deters.mil@ARMY.mil

MSGT MONICA SWINT:
Commercial 907-428-6247
DSN 317-384-4247
monica.b.swint.mil@ARMY.mil

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: 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 the Hiring Official who will in turn notify all applicants of their selection/non-selection. The selection of an applicant is not final until the Hiring Official has been notified by of approval by the HRO-AGR Manager.

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, color, religion, sex, national origin, or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have sex restrictions.

CEM Code 2R200
 AFSC 2R291, Superintendent
 AFSC 2R271, Craftsman
 AFSC 2R251, Journeyman
 AFSC 2R231, Apprentice
 AFSC 2R211, Entry

MAINTENANCE MANAGEMENT

(Changed 30 Apr 24)

1. **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).

2. 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.

3. 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.

MATERIEL MANAGEMENT CAREER FIELD (2S)

Introduction

The Materiel Management Field encompasses managing, controlling, and operating materiel management systems associated with specified Classes of Supply. This field includes functions of designing, developing, analyzing, and operating materiel management systems; requirements determination and computation; operating and managing materiel storage warehouses; equipment review and validation; records maintenance; inventory and distribution control; inspection and identification of property; and assisting commanders in maintaining accountability of assigned readiness spares and equipment.

Excluded from this field are managing Defense Reutilization and Marketing Offices, and operation and maintenance of organizational, tool cribs, equipment custodial responsibilities, and other duties not related solely to providing materiel management capability.