

IOWA AIR AGR VACANCY ANNOUNCEMENT

IOWA NATIONAL GUARD
NGIA-HRO-AGR
7105 NW 70TH AVENUE
JOHNSTON, IOWA 50131-1824

Announcement Number: 24-067AF

Closing Date: 27-Sep-24

POSITION DESCRIPTION:

POSN TITLE: Aircraft Maintenance Supv

AFSC: 2A500 **VICE:** Bonneau

Max: E-9 **Min:** E-8

SELECTING SUPERVISOR INFO:

Lt Col Scott Smit, (712) 233-0601,
scott.smit@us.af.mil

UNIT OF ASSIGNMENT:

185 Air Wing
Sioux City, Iowa

FAC: 21A100

POSITION #: 0109867434

**Permanent Change of Station (PCS)
may be authorized if in the best
interest of the government.**

WHO MAY APPLY: Current (Title 32) AGR IA ANG members of the 185th ARW.

ASVAB LINE SCORES

MECH - 47

PULHES:

333132

Additional Restrictions:

AREA OF CONSIDERATION:

Secret Clearance required. Postion start date 01 January 2025.

INITIAL

********Checklist must accompany all applications********

- _____ 1. NGB Form 34-1, Application for Active Guard/Reserve (AGR).
- _____ 2. Copy of Records Review List (RIP).
- _____ 3. AF 422 (Physical Profile Serial Report).
- _____ 4. Copy of most current Fitness Assessment Results with full name and date.
- _____ 5. Copy of last five Enlisted OR Officer Evaluation Reports.
- _____ 6. If announcement restricts to promotable in any grade, individual must be promotable by closing date of announcement. Documentation supporting promotion eligibility date must be attached.

**** DO NOT SUBMIT APPLICATIONS WITH STAPLES, TABS, OR IN BINDERS ****

CAUTION:

If your application packet does not provide all the information requested on the checklist above, you will not be considered for the position. ONLY complete applications will be considered. Applicants are responsible for maintaining a copy of their application.

DESCRIPTION OF DUTIES:

Planning: Plans the overall allocation of personnel, funding and equipment resources to the organizational segments supervised to accomplish work operations which, because of their scope, volume, complexity, operational tempo, and total force integration must be planned on a annual or longer basis. Because of the Total Force Mission integration with the USAF, keeps unit assigned Air National Guard mission aircraft in combat ready status and able to be fully integrated with USAF aircraft and missions upon activation and regular contingency operations, in addition to daily training and support missions. Plans work on an annual or multi year basis, to include: aircraft and aircraft system modifications {Time Change Technical Orders}, maintenance equipment and facilities update and modernization, deployment and mobility planning, human resources and financial forecasting, recurring Air Force mandated inspection requirements, mission and weapons systems changes, contingency planning relating to carrying out the military mission of the wing, and the development of policies and procedures in the accomplishment of the work. Significant but shorter requirements involve daily, weekly, and quarterly planning. Analyzes work plans developed by subordinate supervisors for accomplishment of assigned directives. Determines status of work accomplished in relation to future demands, including unanticipated or emergency requirements mandating reallocation of resources as required. Provides higher level management and/or leadership Information on status of work projects, budget estimates, changes in equipment, facilities, techniques etc. for mission planning purposes. Evaluates potential impact of Improved technologies on existing programs and practices and recommends proposed changes to cognizant authority. Participates fully with higher level management and staff organizations in interpreting changing environmental requirements to include work techniques, specification changes, standard improvements, modifications to organizational structures, mission alignments and changes, equipment modernization, facility requirements and improved work flow processes. Functions as an integral member of unit's planning process, serving as the responsible technical resource for a maintenance division. Has national level impact, attending future systems road map planning conferences such as Product Improvement Working Group (PIWG), System Supportability Review (SSR) and Systems Safety Group (SSG) meetings as an Air National Guard subject matter expert.

Work Direction: Coordinates and directs the work of units supervised. Assigns and Explains work requirements to subordinate supervisors and sets deadlines. Balances workload for subordinate work groups. Promotes economical and efficient work operations. Analyzes production, cost and personnel utilization records and makes adjustment in operations to correct problems. Prepares and/or provides inputs to operating instructions and

initiates work plans to be followed by subordinate workers in accomplishing critical or emergency work projects. Spot checks work operations to assure production and quality standards are achieved. Coordinates work operations with other organizations and functions. Encourages employees to achieve management goals.

Administration: Recommends promotion or reassignment of subordinate supervisors And reviews personnel actions prepared by them. Makes formal appraisal of supervisors' work performance and reviews employee appraisals submitted by them. Determines long range and supervisory training needs for all levels of subordinates developing resource options, justifications and methods to accomplish training. Uses various management tools and computer technologies to ensure effective control of work activities. Chairs production meetings to set priorities in accomplishing the scheduled maintenance plan. Promotes and administers such programs as cost reduction, Incentive awards, suggestions and quality assurance. Ensures that regulations governing safety and housekeeping are observed. Assures that subordinate supervisors carry out such programs as labor management and equal opportunity. Schedules and approves leave. Ensures that position descriptions are accurate and that position management principles are followed. Assures that appropriate production reports and administrative records are maintained. Acts on personnel problems referred by subordinate supervisors. Hears and resolves grievances and ensures proper corrective action is taken. Implements safety regulatory requirements. Ensures that subordinates wear appropriate safety equipment and follow pertinent safety precautions. Prepares for and participates in various types of readiness evaluations, Inspections, mobilization and command support exercises, and Operations Other Than War (OOTW). May be required to perform such additional duties as structural fire fighting, aircraft fire/crash/rescue duty, security guard, snow removal, munitions loading and handling, heavy equipment operation, maintenance of facilities and equipment or to serve as a team member on boards to cope with natural disasters or civil emergencies. Performs other duties as assigned.

GENERAL ELIGIBILITY REQUIREMENTS:

1. Must meet requirements as stated in the "Areas of Consideration".
 2. Enlisted personnel must possess an AFSC compatible with the MPCN upon selection for military duty.
 3. Not be eligible for, nor be receiving, an immediate Federal (Military or Civilian) retirement annuity.
 4. Any individual selected for a military duty tour must, at the time of entry on military duty, be eligible to serve 5 consecutive years in the AGR Program prior to eligibility for military non-disability retirement or retainer pay.
 5. A member selected for full-time military duty tour must have sufficient retainability to complete 20 years of Active Federal Service prior to mandatory separation date (MSD) for officers; age 60 for enlisted members.
 6. Any member in the fitness improvement program (FIP) is ineligible for entry into any type of AGR or statutory tour.
 7. Member currently in the AGR program must meet the requirements as stated in ANGI 36-101, The Active Guard/Reserve Program and ANGI 36-2002, Enlistment Reenlistment in the Air National Guard.
 8. Must be able to obtain a security clearance if required for the grade and duty position of assignment within one year.
 9. Individual selected must perform all duties and conform to hours of duty as determined by the Commander. Individuals selected in lieu of a military technician position must perform all duties as described in the technician position description.
 10. Except for mobilization or other emergency, member accepted for tour will not be subject to permanent change of duty station without their consent. Continuance of tour is subject to satisfactory duty performance.
 11. Existing Iowa ANG Promotion policies apply.
 12. Subject to program continuance, member successfully completing initial tour will be afforded priority for tour extension (renewal).
 13. It is mandatory that the appropriate Military Uniform be worn.
 14. Release from Active Duty prior to completion of tour is contingent upon approval of the Adjutant General of Iowa.
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APPLICATION RECEIPT:

All applications must be received in the Human Resources Management Office by the closing date of the announcement to include mailed applications. Applications received after 1630 on the closing date will not be considered.

Applications packets must arrive at The Iowa National Guard, ATTN: NGIA-HRO-AGR, JFHQ-RM 215, 7105 NW 70TH Avenue, Johnston, Iowa 50131-1824. Mailing of application packets using military postage is prohibited. Applications can be emailed to ng.ia.iaarg.mbx.hro-agr@army.mil. This mailbox doesn't accept encrypted emails. Please remove PII from your application before submitting. When submitting an application electronically, submit entire packet as one document.

THE IOWA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER:

Eligible applicants will be considered without regard to race, sex, religion, national origin, political affiliation, marital status, age, or gender.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS:

This position vacancy announcement will be given the widest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

QUESTIONS ABOUT POSITION OR BOARD INFORMATION:

Contact Selecting Supervisor listed in the top right hand corner of page one.

QUESTIONS ABOUT POSTING:

515-252-4681, 515-252-4047, or 515-252-4751