



## Oregon Joint Force Headquarters

HUMAN RESOURCES OFFICE/HR

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<http://www.orport.ang.af.mil/>

**BRAC affected units strongly encouraged to apply!**

### Announcement #AF08-307

### AIRCRAFT MECHANIC

### Nationwide Air Technician Vacancy Announcement

**Open Date:** 21 February 2008

**Closing Date:** **Open Until Filled**

**Series/Grade:** WG-8852-12

**Salary Range:** \$23.16 - \$27.01 Per Hr

**AFSC:** 2A3XX

**PD#:** 80399

**Location:** 173 FW, Klamath Falls, Oregon

**Type of Appt:** Excepted **X** Enlisted **X**

**PCS:** **\*PCS is not authorized\***

#### Areas of Consideration:

**First Area:** Current permanent full-time support personnel of the Oregon Air National Guard.

**Second Area:** Current members of the Oregon Air National Guard.

**Third Area:** Individuals eligible to become members of the Oregon Air National Guard.

#### Summary of Duties:

This position is located in the Sortie Generation Section of the Aircraft Generation Division within the Logistics Directorate of an Air National Guard Flying Wing. Its purpose is to act as the crew chief with responsibility for directing the total maintenance effort on individually assigned aircraft. The work involves the total maintenance of complex, high performance military aircraft, ranging from multi-purpose heavy, multi-engine transports to the most modern sophisticated fighters and bombers. Fully responsible for providing detailed technical insight on individual aircraft's level of Mission Capability (MC), then develops and recommends a comprehensive course of action to maintain the aircraft at Full Mission Capability (FMC). All aircraft are fully integrated in and are part of the Total Force Mission of the United States Air Force. This position is responsible to fully prepare assigned aircraft for Aerospace Expeditionary Force/Wing (AEF/AEW) Operations around the world.

**Method of Evaluating Qualifications:**  
**Knowledge, Skills and Abilities (KSA)**

**Candidates will be evaluated on the KSAs listed below.** In addressing each KSA you should describe, accurately and completely, the tasks, activities, education and experience which demonstrates your possession of the KSA listed below. Also, **give the percentage of time or number of months you performed the KSA.** Include all military experience, qualifications or training in AFSC related to the position. Mere possession of an AFSC is not necessarily qualifying experience, months of actual experience is the qualifying factor.

**APPLICATIONS WILL BE EVALUATED ON THE FOLLOWING EXPERIENCE, KSAs:**

**General Experience**

Experience, education, or training which has provided the candidate with the skill to remove and replace aircraft parts, accessories, and components and to make adjustments and settings according to established specifications. Must be skilled in the use of hand tools and test equipment.

**Specialized Experience**

On a separate sheet of paper, identify how you gained specialized experience required for this position. Applicants applying at the **WG-12** level must have **18 months** experience in positions that demonstrate the following knowledge, skill, and abilities (KSAs) with F-15 aircraft experience most desirable:

1. Skill in directing, monitoring and performing overall maintenance, servicing, inspections and documentation of aircraft maintenance.
2. Knowledge to ensure aircraft documentation and Maintenance Information Systems (MIS) accurately reflects the airworthiness of assigned aircraft.
3. Ability to perform in-process and final inspection of aircraft and components undergoing repair overhaul and/or modification to verify and certify by signature adherence to work techniques, procedures and quality standards.
4. Ability to plan, develop and conduct training to provide instruction in techniques of repair and maintenance of aircraft and related equipment.

**Substitution of Education for Specialized Experience**

Job related education/training in aviation technology may be substituted on a day-for-day basis for not more than one half of the required specialized experience.

**Additional Desirable Qualities**

The Oregon National Guard is seeking applicants for full time positions that are capable of recruiting additional members into both the Oregon National Guard and our full time workforce. Knowledge of our culture, our mission and vision, and the core values of the Oregon National

Guard are essential in this endeavor. Be prepared to answer questions about the mission, vision and core values of the organization if selected for an interview.

### Oregon National Guard Core Values

Loyalty, Integrity, Pride, and Professionalism (LIPP)

### Oregon National Guard Mission

The Oregon National Guard will provide the citizens of the State of Oregon and the United States with a ready force of citizen soldiers and airmen, equipped and trained to respond to any contingency natural or manmade.

### Oregon National Guard Vision

The Oregon National Guard, striving for excellence and focused on readiness.

### Special Information

Unit of military assignment is **173 AMXS** in **AFSC: 2A3XX**. Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program. Acceptance of a permanent or indefinite position with the Oregon National Guard will cause termination from any Guard recruitment bonus or Guard Paid Student loan. A law enforcement background check may be required prior to appointment to this position. By submitting a resume or application for this position, you authorize this agency to accomplish the check. This is Dual-Status position and membership in the Oregon National Guard is required.

### Current AGR members intending to remain AGR must submit the following:

- NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on this form.
- Current Report of Individual Personnel (RIP). RIP can be obtained from the servicing Military Personnel Flight (MPF). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (VMPF). Select 'Record Review', and then 'Print/View All Pages'. *Documents must show your ASVAB scores.*
- Copy of current physical fitness assessment.

### AGR applicants are not required to answer the Knowledge, Skills, and Abilities (KSAs).

#### IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION

- Applicants must type or print in legible dark ink, SIGN AND DATE each application.
- Be sure to include the announcement number and position title on your application.
- You may staple your application. Do not bind, tab, or use document protectors.
- Submit only single sided copies of all application documents submitted.
- Do not fax applications.
- Applications mailed in government envelopes will not be accepted.
- When mailing your application it is recommended that you obtain a delivery confirmation receipt showing the date your application was mailed.
- **Applications will be accepted until 1630 of the announcement closing date.**

**Your comprehensive resume, OF 612 (Optional Application for Federal Employment) or a NGB 34-1 if applying, as an AGR must contain:**

(In addition to specific information requested in the job vacancy announcement)

**JOB INFORMATION**

Announcement number, title, and grade(s) of the job for which you are applying.

**PERSONAL INFORMATION**

Full name, mailing address (with ZIP Codes) and day and evening phone numbers (with area code)

Country of citizenship (Most Federal jobs require United States citizenship.)

Reinstatement eligibility (If requested, attached SF 50 proof of your career or career-conditional status.)

Highest Federal civilian grade held (Also give job, series, and dates held)

AFSC(s)/MOS(s) you hold and your military rank.

**EDUCATION**

High school:  
Name, city, and State (ZIP Code if known)

Colleges and universities:  
Name, city, and State (ZIP Code if known)  
Majors  
Type of any degrees received (If no degree, show total credits and indicate whether semester or quarter hours.)

**WORK EXPERIENCE**

Give the following information for your paid and non-paid work experience related to the job for which you are applying: (Do not send position descriptions)

- Job title
- Duties and accomplishments
- Employers name and address
- Supervisors name and phone number
- Starting and ending dates (month and year)
- Hours per week
- Salary

Indicate if we may contact your current supervisor.

**OTHER QUALIFICATIONS**

Job related training courses (title and year)

Job related skills, for example, other languages, computer software/ hardware tools, machinery, typing speed.

Job related certificates and licenses. (current only)

Job related honors, awards, special accomplishments, for example, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards. (Give dates but do not send documents unless requested)

**APPLICATION PROCESS**

**Applications will be accepted in the Human Resources Office until 1630 of the announcement closing date.** Original resumes or applications are required. All applications or resumes must be signed and dated in ink. Government postage paid envelopes may not be used to submit resumes or applications.

**THE OREGON NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**

## SAMPLE RESUME FORMAT

Please read announcement/ KSAs carefully to ensure that all required information is provided. Contact HRO should you have any questions regarding what is required on your resume. There is no correct format as to how your resume should appear. Additional pages of your resume will include your Name and the Vacancy number on each page.

### **John P. Smith, IV**

1234 Big Street □ Medium City, Any State 45678 □ H (555) 345-6789  
emailname@Internetserviceprovider.org

#### *Job Title announcement:*

Announcement number: AR04-123A

#### **ANY State Army National Guard**

**2/15/87 - 12/31/06**

3rd Ranger Battalion

1234 Any Street , Any town, Any State 12345

(555) 123 – 4567

MAJ John Smith – Executive Officer

**Job Title, Rank, GS-15, Step 09** (if Federal Position)

Starting pay: \$100,000 40 hours per week

Job Description (what your duties were / are). Please be specific.

#### **Key accomplishments include:**

- ✧ Planned and organized the armory maintenance function... Amount of time performed: 50%
- ✧ Revised maintenance schedule... Amount of time performed: 20%
- ✧ Prepared briefings for brigade... Amount of time performed: 10%
- ✧ Managed utilization and training of personnel... Amount of time performed: 20%

#### **Big & Small Co.**

**2/15/64 – 2/14/87**

78910 Main Street, Suite 100, Metro city, Any State 67891

(555) 234- 5678

Ms. Jane Smith - Account Manager

**Your Job title**

Starting pay: \$3.00 an hour 40 hours per week

Job Description (what your duties were / are). Please be specific.

#### **Key accomplishments include:**

- ✧ Maintained customer accounts... Amount of time performed: 70%
- ✧ Cold-calling for potential clients... Amount of time performed: 20%
- ✧ Additional duties: Computer maintenance... Amount of time performed: 10%