

# Oregon Air National Guard



**OREGON MILITARY DEPARTMENT**  
JOINT FORCE HEADQUARTERS-OR-AC/AGR  
P. O. Box 14350  
SALEM, OREGON 97309-5047

YOU MAY EMAIL YOUR APPLICATION TO:  
[JFHQORAC.AGR.OMB@ANG.AF.MIL](mailto:JFHQORAC.AGR.OMB@ANG.AF.MIL)

## **STATEWIDE ACTIVE GUARD/RESERVE (AGR)** **POSITION VACANCY ANNOUNCEMENT**

**ANNOUNCEMENT NUMBER:** AF14-504

**OPEN DATE:**  
7 Oct 2013

**CLOSING DATE:**  
28 Oct 2013

**UNIT/LOCATION:**

**173D LOGISTICS READINESS Sq.,  
173D FW, KLAMATH FALLS, OREGON**

**POSITION:**

**VEHICLE MAINTENANCE CRAFTSMAN**  
(Vacancy and grade contingent on resource availability)

**PD #:** D0348P

**MAX MILITARY RANK AT TIME OF HIRE:** TSGT / E-6

**GRADE/SERIES:**  
WS-5823-10

**NOTES:**

**UMD Position #:**  
0960376

-PROMOTION TO THE HIGHEST GRADE MAY NOT BE SUPPORTED BY THE UNITS MANNING AUTHORIZATIONS,  
-PROMOTION TO THE GRADES OF O-4, O-5, E-8, E-9 ARE CONTINGENT ON THE AVAILABILITY OF A CONTROL GRADE.

**AFSC / MINIMUM ASVAB SCORE REQUIRED: 2T370 / MECH = 47**  
(Applicants must have 2T351 AFSC to qualify)

*For additional information about ASVAB scores,  
reference the "Additional Information" section in this announcement and AFMAN 36-2108.*

**WHO MAY APPLY FOR THIS POSITION:**

THIS ANNOUNCEMENT IS OPEN TO ALL CURRENT MEMBERS OF THE OREGON AIR NATIONAL GUARD.

**AREA OF CONSIDERATION:**

FIRST AREA: CURRENT PERMANENT FULL-TIME SUPPORT PERSONNEL OF THE OREGON AIR NATIONAL GUARD

SECOND AREA: CURRENT TRADITIONAL MEMBERS OF THE OREGON AIR NATIONAL GUARD

**FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:**

SHOP/SECTION POC: SMSGT JOE CARTER, 541-885-6376, DSN-830-6376

UNIT HR LIAISON: MSGT MEGHAN McMACKIN, 541-885-6580, DSN- 830-6580

## **DESCRIPTION OF DUTIES**

Supervises and performs vehicle and vehicular equipment maintenance activities and functions, including diagnostics, repairs, rebuilding components and assemblies and fabrication of parts. Ensures compliance with vehicle maintenance policies, directives, and procedures.

- Plans and schedules vehicle and equipment maintenance activities. Plans and controls work methods, production schedules, operating procedures, and performance standards. Monitors established maintenance priorities; tire and battery shop operations, and determines mission requirements. Ensures vehicles, equipment, tools, parts, and manpower are available to support mission requirements.

- Inspects and evaluates vehicles and equipment. Diagnoses malfunctions of major assemblies and subassemblies to determine the extent of repair or replacement, or recommend disposition of vehicles and equipment. Inspects repaired or

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rebuilt parts and equipment to ensure work conforms to standards. Inspects equipment for required modification and installation of safety devices. Ensures shop equipment is inspected and serviced at required intervals and that unserviceable tools and equipment are removed from service and their condition tagged. Identifies and initiates materiel deficiency reports at work center level.

- Performs vehicle and equipment maintenance functions. Solves complex maintenance problems by interpreting layout drawings, specifications, schematics, diagrams, and operating characteristics of vehicles and components. Uses technical orders, commercial manuals or automated systems to determine maintenance procedures and research parts. Troubleshoots, adjusts, repairs, and tests vehicles; alternate fuel, diesel, and gasoline engines; fuel, exhaust, and electrical systems; clutches; torque converters; transmissions; transfer cases; power takeoffs; drive lines; axles; frames; steering, suspension, dispensing, brake, air, and hydraulic systems; tracks; winches; emission control, heating, and air-conditioning systems, active/passive restraint systems and other mounted or special equipment. Cuts, grinds, repairs, and installs vehicle glass and Plexiglas. Welds vehicle parts and accessories.

- Practices and ensures compliance with all established safety policies and standards. Implements hazardous waste management policies and procedures ensuring collection, control, and disposition of hazardous and toxic waste material accumulations.

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## **ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM**

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- Must be a member or eligible to become a member of the Oregon Air National Guard.
- Member will be required to hold a compatible military assignment in the unit they are hired to support.
- Member's military grade will not exceed the maximum military duty grade authorized on the Unit Manning Document (UMD) for the position.
- Member must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards, Attachment 2 before being placed on an AGR tour.
- Member must have retainability to complete the tour of military duty.
- Member must not be eligible for, or receiving a federal retirement annuity.
- Member must comply with standards outlined in AFI 36-2905, Fitness Program to be eligible for entry into the AGR program.
- Member must meet all eligibility criteria in ANGI 36-101, The Active Guard/Reserve Program.
- Member must hold the required AFSC or be eligible for retraining to the required AFSC and meet all eligibility criteria in AFMAN 36-2108/2105.

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## **ADDITIONAL INFORMATION**

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- AGR members will participate with their unit of assignment during Unit Training Assemblies (UTAs).
- AGR tour lengths in the State of Oregon are governed by TAG-OR Command Policy Memorandum 127.
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score. Scores are reflected on your personnel RIP. If your ASVAB score does not meet the minimum required IAW AFMAN 36-2108 Attachment 39, contact your servicing MPF. You have the option to retake the test, however; you must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.
- 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.

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## **APPLICATION INSTRUCTIONS**

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***APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT.***

***\*\*\*\*\* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED \*\*\*\*\****

***WRITTEN EXPLANATION IS REQUIRED FOR ANY MISSING DOCUMENTS***

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***Current AGR members and those who wish to become an AGR must submit the following:***

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- NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on the 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',

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- and then 'Print/View All Pages'. Documents must show your ASVAB scores.
- ❑ Copy of current passing physical fitness assessment. (from AF Portal)

For Air Technicians interested in converting to AGR status: Selection for the advertised position does not constitute acceptance into the AGR program. Once notification of a selection is made, the individual is required to submit a request to change status through their current chain of command and forward to the Joint Forces Headquarters Office, AGR Section. The AGR Manager will evaluate the request against The Adjutant Generals state policy to ensure compliance. The Adjutant General is the final approving authority.

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## **TECHNICIAN APPLICATIONS**

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**How Applications Will Be Evaluated** – Your resume or OF 612 must describe your experience which directly relates to the position being advertised and must be substantiated with your months of experience under your job history.

**Qualifications** – Within your resume and/or OF612 please identify how you gained the Specialized Experience for this position. Applicants applying at the **WS-10** level must have **24 months** experience in positions which demonstrate the required Specialized Experience.

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**Current Technicians who desire to remain in Technician status must submit the following:**

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- ❑ Optional Form 612, Application for Federal Employment
- ❑ Or a Standard Form 171/172
- ❑ And a copy of current passing physical fitness assessment
- ❑ And a detailed resume
- ❑ And a list of references

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### ***READ THIS SECTION COMPLETELY!!***

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

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- Applicants must type or print in legible dark ink, **SIGN AND DATE** the application, or use **DIGITAL SIGNATURE** on the new form versions
- Be sure to include the announcement number and position title on your application.
- **Incomplete application packages or failure to explain “YES” answers in section IV, NGB34-1, will not be processed for consideration.**
- **E-Mail is the preferred method of application receipt.**
- **Limit file size to less than 3MB (1MB or less is ideal)**
- You may paper clip your application. **Do not** staple, 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.

**E-MAIL APPLICATIONS TO:** [jfhqorac.agr.omb@ang.af.mil](mailto:jfhqorac.agr.omb@ang.af.mil) (preferred method)

**Place the Announcement Number and Last Name ONLY in the E-Mail Subject Line.**  
**(example: AF14-5xx – Doe)**

Applications can also be mailed to:

The Oregon Military Department  
JFHQ-OR-AC / AGR  
P.O. Box 14350 / 1776 Militia Way  
Salem, Oregon 97309-5047

All applications (E-mail or US Mail) must be received or post marked by the announcement closing date.

*THE OREGON AIR NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER  
SEEKING THE MOST HIGHLY QUALIFIED APPLICANTS*

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