



District of Columbia Air National Guard

AGR Announcement

16-356



APPLICATION MUST BE FORWARDED TO: IN ORDER TO RECEIVE CONSIDERATION NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL	OPENING DATE: 5 November 2016	CLOSING DATE: 5 December 2016
	Position Title: Financial Management Technician Max Grade: E7 (MSgt) Min Grade: E6 (TSgt)	
	AFSC: Any AFSC Appointment Status <input checked="" type="checkbox"/> Enlisted <input type="checkbox"/> Officer	
Position Location: 113th Comptroller Flight Joint Base Andrews, MD	AREA OF CONSIDERATION: GROUP III Individuals who are eligible to be members of the DCANG	
INSTRUCTION FOR APPLYING: This office will <u>NOT</u> accept mailed applications. You must send applications electronically. <u>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</u>		
<p style="text-align: center;">AGR REQUIRED DOCUMENTS:</p> <ol style="list-style-type: none"> 1.) NGB 34-1 (<i>dated Nov 2013</i>) Application for AGR Position with original signature. 2.) Copies of the last five OPRs (<i>Officers only</i>). 3.) Resume (<i>any format</i>). 4.) 3 References on a separate sheet of paper with email address and additional point of contact number(s). 5.) Individual Personnel (RIP) from vMPF only (<i>must be dated within 60 days</i>). 6.) Current Fitness Test from AFFMS (<i>Per AFI 36-2905 – current within 12 months</i>). 7.) Security Clearance verification memorandum (<i>Do not submit a JPAS print out</i>). 8.) Letter(s) of recommendation (<i>optional</i>). <p><i>*All documents must be consolidated into a single pdf. File. DO NOT put in PDF Portfolio format. Send applications in the following format: MVA number, last name, First name, Middle Initial.</i></p> <p><i>*Any documents with SSN must have the SSN redacted (Blacked-out).</i></p> <p><i>*The NGB 34-1 may be found using the following url: http://www.ngbpdcc.ngb.army.mil/forms/ngbf34_1.htm</i></p>		
Conditions of Employment: <u>National Guard Membership:</u> Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard. <u>Electronic Funds Transfer:</u> Selectee is required to participate in electronic funds transfer/direct deposit. If applying for an MVA at a lower rank, a voluntary demotion memorandum stating action must be submitted.		
Evaluation Process: Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. Incomplete applications will not be considered. It is the responsibility of the applicant to contact the POC identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates. It may result in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data provided is accurate and complete.		
Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, or membership/non-membership in an employee organization, in accordance with NGB Regulation 690-600 and ANGR 40-1614.		

This announcement must be posted on unit bulletin boards until the day following the closing date.

Is an Equal Opportunity Affirmative Action Employer



The District of Columbia Air National Guard

Announcement Number: 16-356

Position: Financial Management Technician

Brief Description of Duties: Performance of the following duties correlate to the management and oversight of the congressionally mandated FIAR requirements and focal point at the ANG Wing. Executes assigned duties in compliance with A-123 and FIAR Guidance. Responsible for ensuring compliance with established FIAR Methodology which provides a step-by-step approach to achieving improved financial information and audit readiness. Focuses audit readiness efforts on improving processes, controls, and related documentation based on the results of the application of the Methodology. Analyzes and acts on legislative information and matters regarding ANG Wing and Unit financial and non-financial resources pertaining to all FIAR requirements. Assists in the develop of management plans that document business and financial environment, defines and prioritizes processes into assessable units, assesses risks and tests controls, evaluates supporting documentation, and identifies weaknesses and deficiencies. Ensures management defines and designs its audit ready environment, develops and documents solutions to resolve deficiencies, identifies resources required to implement corrective actions, and defines validation procedures to determine whether corrective actions successfully remediate the deficiency. Assists management in the evaluation of corrective actions and effectiveness through testing; and, determines the ANG Wing's compliance standards and audit readiness.

Qualifications:

1. The applicant/selectee must be able to qualify for a SECRET Clearance.
2. Member must be willing to attend the first available school.

Eligibility Requirements:

1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.
2. Must be able to complete at least 1 year prior to achieving 18 years Total Active Federal Service.
3. Prior to entry into the AGR Program, member must be medically cleared by the 113th MDG.
4. Must meet all eligibility requirements in accordance with ANGI 36-101.

AGR Employment Points of Contact:

HR Specialist: TSgt Trenton Franklin, trenton.b.franklin.mil@mail.mil/202-685-8813 (DSN 325-8813)

AGR Manager: CMSgt Ena Nash, ena.e.nash.mil@mail.mil /202-685-8744 (DSN 325-8744)