



# District of Columbia Air National Guard

## AGR Announcement

### 22-373



<b>APPLICATION MUST BE FORWARDED TO:</b>  IN ORDER TO RECEIVE CONSIDERATION <a href="mailto:113WG.DCANG.APPLICATIONS@us.af.mil">113WG.DCANG.APPLICATIONS@us.af.mil</a>	<b>OPENING DATE:</b> 25 May 2022	<b>CLOSING DATE:</b> 27 June 2022
	<b>Position Title:</b> Production Controller-Aircraft <b>Max Grade:</b> MSgt (E7) <b>Min Grade:</b> TSgt (E6) <b>Must be AFSC:</b> 2AXXX, 2RXXX, 2WXXX <b>*must be 7-level qualified*</b>	
	<b>Appointment Status</b> <input checked="" type="checkbox"/> Enlisted <input type="checkbox"/> Officer	
<b>Position Location:</b> 113 <sup>th</sup> Maintenance Operations Flight Joint Base Andrews, MD	<b>AREA OF CONSIDERATION: GROUP I</b> Current AGR member in the DCANG.	
<b>INSTRUCTIONS FOR APPLYING:</b> This office will <b>NOT</b> accept mailed applications. You must send applications electronically. <b>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</b> <p style="text-align: center;"><b>AGR REQUIRED DOCUMENTS:</b></p> <ol style="list-style-type: none"> <li>1.) NGB 34-1 (<i><b>dated Nov 2013</b></i>) Application for AGR Position. <a href="https://www.ngbpmc.ng.mil/Forms/NGB-Forms/">https://www.ngbpmc.ng.mil/Forms/NGB-Forms/</a></li> <li>2.) Copies of last three EPRs / five OPRs.</li> <li>3.) Resume (<i>any format</i>).</li> <li>4.) 3 References on a separate sheet of paper with email address and additional point of contact number(s).</li> <li>5.) Record Review /Report of Individual Personnel (RIP) from vMPF (<i>dated within 60 days</i>). If clearance is expired you must obtain security memo from the Wing security manager.</li> <li>6.) Current passing Member Individual Fitness Report from my Fitness <a href="https://myfss.us.af.mil/USAFCommunity/s/">https://myfss.us.af.mil/USAFCommunity/s/</a></li> <li>7.) Letter(s) of recommendation (<i>optional</i>).</li> <li>8.) If missing documents, memo to board president required stating reason why documents are missing.</li> </ol> <p><b>*All documents must be consolidated into a single pdf file. DO NOT put in PDF Portfolio format. Save applications in the following format: MVA number, Rank, Last name, First name, Middle Initial. Ex: 20-300 – SSGT DOE, JOHN A</b>  <b>Email subject will be in the same format.</b></p>		
<b>Conditions of Employment:</b> <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.		
<b>Evaluation Process:</b> Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. <b>Incomplete applications will not be considered.</b> 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.		
<b>Equal Employment Opportunity:</b> 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. Reference: NGR AR 690-600 / NGR AF 40-1614. <a href="http://www.ngbpdcc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf">http://www.ngbpdcc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf</a> and ANGI 36-7 <a href="http://www.ngbpdcc.ngb.army.mil/publications.htm">http://www.ngbpdcc.ngb.army.mil/publications.htm</a>		



# The District of Columbia Air National Guard



DC is an Equal Opportunity Affirmative Action Employer

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

**Announcement Number:** 22-373

**Position:** Production Controller-Aircraft

**Duties and Responsibilities:** Manages aerospace vehicles, engines, armament/munitions, missiles, space systems, aerospace ground equipment (AGE), and selected equipment inventory. Develops and coordinates generation flow plans for units required to meet emergency war order and wartime tasking. Analyzes maintenance information and requirements, to develop visual presentations to ensure senior leaders are briefed on Health of Fleet (HOF) issues and impact on long term fleet health. Manages aerospace vehicles, engines, armament/munitions, missiles, space systems, AGE, and selected equipment inventory. Provides written guidance for accounting of flying hour data. Monitors scheduling effectiveness. In conjunction with maintenance management analysis, ensures senior leaders are briefed on HOF issues and impact on long term fleet health. Plans and schedules aerospace vehicle maintenance and utilization requirements. Develops plans and establishes production schedules to meet mission requirements. Schedules aerospace vehicles, missiles, space systems, AGE, munitions/armaments, and engines. 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. Maintains and audits weapons systems records in applicable maintenance information systems. Reviews, evaluates, and files documented information for planning and scheduling maintenance actions. Maintains historical and flight status records of weapons and support systems. Manages the aircraft configuration, Time Compliance Technical Orders (TCTO), Special Inspections (SI), and time change items (TCI) and their related automated subsystems in the appropriate maintenance information systems. Ensures accurate documentation of aircraft configuration, TCTOs, TCIs, and SIs. Performs other duties as assigned.

**Qualifications:**

1. Must be able to retain a SECRET security clearance.
2. Must Be AFSC qualified. 2AXXX, 2RXXX, 2WXXX – must be 7-level qualified

**Eligibility Requirements:**

1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.
2. Prior to entry into the AGR Program, member must be medically cleared by the 113th Medical Group.
3. Must meet all eligibility requirements in accordance with ANGI 36-101.

**AGR Employment Points of Contact:**

HR Specialist: SrA Mckinlee Terrell, Mckinlee.Terrell@us.af.mil / 202-685-9761 (DSN 325-9761)

AGR Manager: CMSgt Adrienne Wilson, Adrienne.L.Wilson.mil@us.af.mil /202-685-9925 (DSN 325-9925)