



# District of Columbia Air National Guard

## AGR Announcement

### 19-327



<p><b>APPLICATION MUST BE FORWARDED TO:</b></p> <p><b>IN ORDER TO RECEIVE CONSIDERATION</b></p> <p><b><a href="mailto:NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL">NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL</a></b></p>	<p><b>OPENING DATE:</b> 29 January 2019</p>	<p><b>CLOSING DATE:</b> 28 February 2019</p>
	<p><b>Position Title:</b> Production Controller - Aircraft  <b>Max Grade:</b> TSGT (E6)  <b>Min Grade:</b> SSGT (E5)  <b>AFSC:</b> 2A/2R/2W - must be 7-level qualified.  <b>Start date no earlier than 01-April-2019</b></p>	
	<p><b>Appointment Status</b>  <input checked="" type="checkbox"/> <b>Enlisted</b>    <input type="checkbox"/> <b>Officer</b></p>	
<p><b>Position Location:</b>  113th Maintenance Operations Flight  Joint Base Andrews, MD</p>	<p><b>AREA OF CONSIDERATION: <b>GROUP III</b></b>  <b>All individuals eligible for entry into the DCANG</b></p>	
<p><b>INSTRUCTION FOR APPLYING: *SPECIAL INSTRUCTIONS: 2 POSITIONS AVAILABLE*</b></p>		
<p>This office will <b>NOT</b> accept mailed applications. <b>You must send applications electronically.</b> <b>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</b></p>		
<p><b>AGR REQUIRED DOCUMENTS:</b></p>		
<ol style="list-style-type: none"> <li>1.) NGB 34-1 (<i>dated Nov 2013</i>) Application for AGR Position. <a href="https://www.ngbpcdc.ngb.army.mil/ngbforms/">https://www.ngbpcdc.ngb.army.mil/ngbforms/</a></li> <li>2.) Copies of the last five OPRs (<i>Officers only</i>).</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.) Report of Individual Personnel (RIP) from vMPF only (<i>must be dated within 60 days</i>). If clearance is expired you must obtain security memo from the Wing security manager.</li> <li>6.) Current Fitness Test from AFFMS II (<i>Per AFI 36-2905 – current within 12 months</i>).</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. Send applications in the following format: MVA number, Rank, last name, First name, Middle Initial. Ex: 18-100 – SSGT DOE, JOHN A</b></p> <p><b>*Any documents with SSN must have the SSN redacted (Blacked-out).</b></p>		
<p><b>Conditions of Employment:</b></p> <p><u>National Guard Membership:</u> Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard.</p> <p><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.</p>		
<p><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.</p>		
<p><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.ngbpcdc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf">http://www.ngbpcdc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf</a> and ANGI 36-7  <a href="http://www.ngbpcdc.ngb.army.mil/publications.htm">http://www.ngbpcdc.ngb.army.mil/publications.htm</a></p>		



# The District of Columbia Air National Guard



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:** 19-327

**Position:** Production Controller - Aircraft

**Brief Description of Duties:** Implements preliminary (advance) maintenance plans for assigned weapon systems and schedules immediate maintenance for transient aircraft. Designates, maintains and monitors current maintenance repair priorities of aircraft to ensure actuality and compliance with flying schedules. Authorizes and assigns aircraft maintenance jobs, job control numbers either manually or through a computerized maintenance system, work priorities, and start and completion times for scheduled and unscheduled maintenance of aircraft. Conducts the control and dispatch of shop assignments. Monitors progress of job completion by dispatched personnel. Controls maintenance on assigned aircraft and related support and training equipment. Takes prompt and decisive action to make on- the-spot adjustments to maintenance repair priorities necessitated by unscheduled maintenance requirements, and incorporates all unscheduled maintenance into a daily plan. Maintains visual aids depicting status of maintenance actions in progress, specialist availability and status of aerospace vehicles, aerospace ground equipment (AGE), training equipment, transportation and tow vehicles, munitions loads, arming of guns and munitions, and location of aircraft and dispatched AGE. Maintains a visual schedule of daily flying, noting deviations and cancellations. Coordinates with Materiel Control on mission capable (MICAP) and non-mission capable status (NMCS) of parts, adjustments to in-shop work priorities, and verification of urgency of need designators. Determines the source of supply for cannibalization actions. Coordinates with Quality Assurance on functional check flight (FCF) requirements, Air Operations on flying schedule, other maintenance shops for coordination of repair work and with other functional areas as required. Requests necessary support services such as firefighting activity standby, fuel and defuel and civil engineer support. Directs physical movement of aircraft and aerospace ground equipment. Controls the maintenance communications and transportation systems to provide for the effective transmission of information and movement of material and maintenance personnel. Develops and maintains current procedural check sheets for use during actions such as mass loads combat turnaround, broken arrow (nuclear emergency), emergency notification, aircraft crash, flightline fire, severe weather warning evacuation. Monitors and revises the sequence of preselected aircraft required for contingency commitments. Makes required inputs to the automated data system and retrieves data and/or computer generated products as required. Conducts training of assigned military personnel. Performs duties to facilitate the control and coordination of the maintenance flight line activity. Monitors aircraft maintenance in progress and provides estimated completion time follow-up on all flight line activity to provide continuing surveillance of progress and requirements. Anticipates problems and provides alternatives and recommendations to meet mission schedules. Performs other duties as assigned.

**Qualifications:**

1. Must be able to retain a SECRET security clearance.
2. Must Be AFSC Qualified: 2A/2R/2W - 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 MDG.
3. Must meet all eligibility requirements in accordance with ANGI 36-101.

**AGR Employment Points of Contact:**

HR Specialist: SSgt Shailah Florvil, [Shailah.Florvil.mil@mail.mil](mailto:Shailah.Florvil.mil@mail.mil) /202-685-8813 (DSN 325-8813)

AGR Manager: SMSgt Adrienne Wilson, [Adrienne.L.Wilson.mil@mail.mil](mailto:Adrienne.L.Wilson.mil@mail.mil) /202-685-9925 (DSN 325-9925)