



MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)
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**OPEN
AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ANG 21-614**

OPENING DATE: 21 September 2021

CLOSING DATE: 5 October 2021

RANK/GRADE: MSgt/E-7

POSITION TITLE: Supervisory Supply Technician

AFSC: 2S0X1

DUTY LOCATION: 148th Logistics Readiness Squadron, Duluth, MN

SELECTING OFFICIAL: MSgt Lora Shatto, Comm: 218-788-7243 or DSN: 825-7243

WHO MAY APPLY: **ENLISTED (MSgt/E-7 and below)** are eligible to apply. At this time, the rank of MSgt/E-7 may not be available; however, future promotion to MSgt/E-7 is possible without further competition. Any AFSC may apply, must become AFSC qualified within 12 months. Prior qualification in any AFSC at the 5-skill level or higher (or 3-skill level if no 5-skill level exists) is mandatory. Higher grades may apply; however, may take an administrative reduction in rank if selected. The military grade of the supervisor must equal or exceed the grade of personnel supervised. Airmen within the first 18 months of initial hire stabilization period must include an approved exception to policy with the application. Note: Retraining into the 2S0XX career field within the Air National Guard is restricted to the grades of E-6 and below with less than 10 years of Total Federal Military Service; however, a waiver may be submitted to ask for exception.

REMARKS: PCS funding available. Acceptance of an AGR Position will result in termination of Selected Reserve bonuses. Member selected will not be accessed until incumbent vacates position. Promotion to TSgt/E-6 and MSgt/E-7 is subject to eligibility and a valid UMD position. Will be required to work night shift. For positions requiring the operation of motor vehicles, candidates must have a valid state driver's license for the state in which they live or are principally employed. For positions requiring a security clearance (Secret or Top Secret) the applicant must possess or be able to obtain a clearance within one year of appointment. This position is also being advertised Merit Technician.

DUTIES AND RESPONSIBILITIES: This position is located in the Maintenance Support Section of the Materiel Management Flight, Logistics Readiness Squadron, Mission Support Group, ANG Aviation Wing. The primary purpose is to serve as a first level supervisor for the Flight Service Center Element, providing planning, directing, organizing and exercising control over non supervisory employees assigned to the Maintenance Support Section. The base level of work supervised is GS-07. Plans and organizes the work performed in the sections to provide optimum service, efficiency, and productivity. Develops and establishes performance standards and rates the performance of subordinates. Selects or participates in the selection of new employees. Conducts and documents corrective interviews with subordinates. Approves sick and annual leave and establishes leave schedules. Determines training needs of subordinates and ensures training is provided. Prepares, approves, and assigns official job descriptions and performance appraisals. Prepares, justifies, and recommends performance awards. Keeps employees informed of various personnel programs. Advises employees on work and administrative matters. Serves as the technical expert in resolving work related problems, which cannot be resolved by subordinates. Implements, promotes, and effectively supports equal opportunity for all personnel. Follows provisions of local labor agreements and applicable directives on personnel management. Interprets, plans, establishes, and prioritizes work requirements for affected elements and personnel. Provides technical advice and supervises the Maintenance Support Section. Determines effectiveness of support and recommends changes to both maintenance and supply activities. Reviews materiel management changes, determines operational restraints and implements procedures as required. Determines section operational effectiveness by analyzing historical and current data, preparing comparison graphics and utilizes same for purpose of setting goals. Prepares guidance to subordinates in helping to achieve set goals. Regularly converses with the Global Logistics Support Center (GLSC) in resolving logistical problems. Manages the Career Field Education and Training Plan (CFETP) for the Maintenance Support Section. Ensures a Master Training Plan is developed and OJT is planned, developed, and conducted for all personnel assigned to the sections to ensure taskings are met. Prepares replies for Internal Surveillance program and ensures self-inspection program is conducted for sections. Performs other duties as assigned.

LENGTH OF TOUR: IAW ANGI 36-101, paragraph 2.6, Initial tours may not exceed 6 years. Member's must remain in the position to which initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG. Tours may not extend beyond an enlisted member's Expiration Term of Service (ETS) or an officer's Mandatory Separation Date (MSD) for Lt Col and above. **Initial AGR tours will be 3 years. Both officers and enlisted will meet an AGR Continuation Board (ACB) in their second year to determine their continued service in the AGR program beyond their initial 3 year tour.**

AGR PROGRAM BENEFITS: Salary is determined by military grade and time in service. Member is authorized Subsistence allowance, Basic Allowance for Housing (BAH), thirty (30) days annual leave; medical and dental care. TRICARE Standard coverage for dependents. Military Exchange and Commissary privileges.

HOW TO APPLY: Applicants must forward the forms listed below to arrive in the Human Resource Office no later than the Closing Date indicated above. E-mail applications to ng.mn.mnarng.mbx.assets-hro@mail.mil subject line must read (AGR application 21-614

last name). **Combine all documents into a SINGLE .PDF File.** If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR application 21-614 Smith, 1 of 2). For questions, please call 651-282-4155 or email ng.mn.mnarnng.mbx.assets-hro@mail.mil. Also, for 148th Fighter Wing postings, you must email the selecting official to notify them that you have submitted your application to HRO, do NOT send your application to the selecting official.

REQUIRED: [NGB Form 34-1](#)
Current Report of Individual Person (RIP, multi-page from vMPF)
DD 214(s)
Report of Individual Fitness (AFFMS)

Application forms may be obtained at <http://www.ngbpdc.ngb.army.mil/forms.htm> or <http://www.minnesotanationalguard.org/careers>.

AGR PROGRAM MINIMUM QUALIFICATION REQUIREMENTS

1. Individuals must meet Physical Fitness Standards. Air applicants must provide a printed copy of the electronic Air Force Fitness Assessment Results dated within the past 12 months of application close date, reference AFI 36-2905.
2. Air National Guard members must meet the physical qualifications outlined in AFI 48-123. Medical exams must be conducted not more than 36 months prior to entry on AGR duty. HIV test must be within six (6) months prior to the tour start date.
3. Failure to obtain and maintain a SECRET security clearance will result in removal from the AGR program.
4. Air National Guard, Air Force Reserve or the United States Air Force members who have not achieved a passing Fitness Program score are ineligible for entry into the AGR Program.
5. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
6. Minnesota Air National Guard enlisted members currently serving in an AGR status may be selected for a vacant position without an awarded 3-level in the advertised/compatible duty AFSC.
7. A Minnesota Air National Guard/AGR not possessing the ADVERTISED AFSC must agree in writing to retrain and successfully upgrade to the 3-level within 12 months of assignment to the AGR position or be reassigned to a position for which qualified or be removed from the AGR program.
8. Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Over grade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Officers may not enter into the AGR program in an over grade status.
9. IAW ANGI 36-101, paragraph 2.1.3.8, an individual must not have been previously separated for cause from active duty or previous AGR tour.
10. Applicant selected will not be reassigned during the first 18 months of the initial tour, unless waived by The Adjutant General for mobilization, force structure changes or command directed reassignments.
11. IAW ANGI 36-101, paragraph 2.1.3.6, AGR personnel may not be eligible for or be receiving an Immediate Federal Retirement Annuity (military or civilian).
12. IAW ANGI 36-101, paragraph 2.1.3.7, applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 2 of ANGI 36-101.
13. IAW ANGI 36-101, paragraph 2.2.3, members must remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement in exceptional circumstances which must be requested through the AGR member's current full-time OIC.
14. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application.

The Minnesota Department of Military Affairs is an Equal Opportunity Employer. All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. If you have information or questions regarding this issue, please contact the Equal Employment Manager at 651-282-4472.