



MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)
CEDAR STREET ARMORY – 600 CEDAR STREET
ST. PAUL, MN 55155-2004
TELEPHONE: (651) 282-4155 DSN: 825-4155



MERIT
AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ANG 25-270

OPENING DATE: 30 April 2025

CLOSING DATE: 14 May 2025

RANK/GRADE: CMSgt/E-9

POSITION TITLE: Supervisory Supply Specialist

AFSC: 2S000

DUTY LOCATION: 148th Logistics Squadron, 148th Fighter Wing, Duluth, MN

SELECTING OFFICIAL: Major Jon Clauson, Comm: 218-788-7240 or DSN: 825-7240

WHO MAY APPLY: **ENLISTED (SMSgt/E-8 to CMSgt/E-9)** are eligible to apply. Must hold 2F, 2G, 2S or 2T AFSC to apply. 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. **For Merit Announcements, eligibility is limited to personnel currently assigned to the 148th Fighter Wing, Minnesota Air National Guard who are serving permanent Active Guard/Reserve (AGR) tours.**

REMARKS: 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 CMSgt/E9 is subject to eligibility, and a valid UMD position. 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. Members must remain in the position to which they are initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG. Members must remain in the position to which they are initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG.

DUTIES AND RESPONSIBILITIES: Develops goals and objectives that integrate organizational, supply, transportation and fuels objectives. Establishes, reviews, and revises policies, procedures, mission objectives, and organization design for the staff, as necessary, to eliminate work problems or barriers to mission accomplishment. Promotes team building, implements quality improvements, and responds to concerns with regulatory compliance and/or customer requirements. Delegates responsibility and authority to subordinates. Provides advice, counsel, and instruction on work and administrative matters. Assists in formulating policies, concepts, and procedures to ensure that an effective LRS operation is maintained using personnel, equipment, and funding to support the mission. Directs the internal surveillance program to scrutinize the operations of all Logistics Readiness Squadron functions to ensure compliance. Provides management oversight of the Logistics Readiness Squadron training program to ensure the effectiveness of the squadron enlisted on-the-job-training programs. Maintain a working knowledge of functional manpower requirements and documents, manning levels, and work with respective flight leadership to address staffing concerns. Ensures coordination with the Global Logistics Support Center and Major Command (MAJCOM) funds managers on the preparation and submission of the General Support Division operating budget. Develops and implements plans and methods to ensure optimum logistical support for financial operating programs within O & M and Stock Fund. Performs other duties as assigned.

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 ngmn.mailbox.assets-hro@us.af.mil subject line must read (AGR application 25-270 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 25-270 Smith, 1 of 2). For questions, please call 651-282-4155 or email ngmn.mailbox.assets-hro@us.af.mil

REQUIRED: Complete page 2 of this announcement
Attach a copy of your most current RIP/Multi-page Duty History from vMPF
Two most recent EPRs/EPBs
Report of Individual Fitness (myFitness)

MEMORANDUM FOR NGMN-PEH

Date: _____

SUBJECT: Application for Merit AGR Vacancy Announcement ANG 25-270,

1. I request consideration for the above vacancy.
2. Copies of my most recent RIP, last two EPRs/EPBs, and current fitness scores are attached.
3. My full-time Active Guard Reserve employment history, starting with the present, is as follows:

<u>Organization</u>	<u>Duty Position/AFSC</u>	<u>Dates of Employment</u>	<u>Supervisor</u>	<u>Phone Number</u>

4. I am qualified in the following AFSCs:

5. Highest civilian education completed: _____.

6. Most recent physical: Date _____

7. Where I can be contacted at: Home Phone _____ Work _____

8. Home Address: _____.

9. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law? (If yes attach a separate sheet fully explaining)

10. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 9? (If yes attach a separate sheet fully explaining)

11. Additional comments (you may include personal references):

Signature: _____

Name, Rank: _____

Position Title: _____

FORWARD APPLICATION TO: ngmn.mailbox.assets-hro@us.af.mil

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.