

MDANG MEMBERS ONLY

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
219 WEST HOFFMAN STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (667) 296-3498

POSITION VACANCY ANNOUNCEMENT 22-046a

Open Date: 23 June 2022 Close Date: 07 July 2022

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: AIRFIELD MANAGEMENT CRAFTSMAN

HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: MSgt/E7

UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: MSgt/E7

ORGANIZATION/LOCATION: 175th Operations Support Squadron, MDANG, 2701 Eastern Boulevard, Middle River, Maryland 21220-2801

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee

WHO MAY APPLY: OPEN TO CURRENT MEMBERS IN THE RANK/GRADE OF TSGT/E6 - MSGT/E7 OF THE MARYLAND AIR NATIONAL GUARD ONLY

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
2. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
3. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Fitness Improvement Program is ineligible for entry into AGR status.
4. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
5. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and are not able to move AGR asset.
6. Highly desired that member have completed the appropriate level of PME corresponding to their grade/rank.

BRIEF OF DUTIES AND RESPONSIBILITIES

Performs airfield inspections and checks to include runways, taxiways, aprons, pavements, arresting systems, signs, lighting and airfield clearance areas. Responds to wildlife, foreign object debris and other flight safety hazards affecting the airfield environment. Coordinates with base agencies for support of airfield facilities. Provides aircrews pre-flight briefings. Briefs pilots current airfield status; arresting system configuration, runway surface conditions, correct taxi routes and any hazards to operations in person and via air-to-ground radios. Advises aircrews of flight planning procedures applicable to the local area preferred departure routes. Coordinates transient aircrew support with applicable base agencies for billeting, messing, refueling, transportation, and transient aircraft maintenance. Procures, maintains, and produces information regarding the safe operation of aircraft on the airfield and through the national and international airspace systems. Information includes aircraft prior permission, Flight Information Publications, Notice to Airmen (NOTAM), local airfield and navigational aid status, and aircraft parking plan utilization. Reviews, interprets, and enforces policies, instructions and directives pertaining to airfield operations. Prepares operating directives and memorandums for airfield management activities. Establishes and manages base airfield driving program to include operational procedures, training and certification requirements, and violation remedial actions. Performs expeditionary airfield management functions in support of USAF Agile Combat Support Concept of Operations for worldwide deployment of DoD aircraft. Performs other duties as assigned.

AFSC

AFSC: 2S0X1 Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program and the Air Force Enlisted Classification Directory (AFECD) 21 APR 2022. **Knowledge:** Knowledge is mandatory of: International Civil Aviation Organization (ICAO); North Atlantic Treaty Organization (NATO); United States federal and military airfield regulations; aeronautical charts, maps, and publications; flight data and NOTAM systems; familiarity of navigational aids; basic aircraft design characteristics; and principles of organization, purpose, operation, and management of airfield operational

areas. **Education:** For entry into this specialty, completion of high school with a course in speech and basic knowledge of computers is desirable. **Training:** The following training is mandatory as indicated: 1C731. Completion of the Airfield Management Apprentice course for award of the AFSC indicated. 1C771. Completion of the Airfield Management Craftsman Distance Learning/ Resident Course and additional training requirements outlined in AFMAN 13-204v2, Airfield Management. 1C791. Completion of Advanced Airfield Manager Course and additional training requirements outlined in AFMAN 13-204v2, Airfield Management. **Experience:** The following experience is mandatory for award of the AFSC indicated: 1C751. Qualification in and possession of AFSC 1C731. Also, experience in Airfield Management Operations functions such as: airfield checks, NOTAM processing, emergency response actions, and maintaining flight information data and supportive displays. 1C771. Qualification in and possession of AFSC 1C751. Also, experience performing and supervising Airfield Management functions such as; airfield checks and inspections, overseeing airfield construction or repairs, processing airfield waivers, or conducting airfield surveys.

NOTE: TSgt or above must obtain airfield manager qualification. 1C791. Qualification in and possession of AFSC 1C771 and SEI 368. Also, experience managing functions such as airfield management activities, preparing or reviewing policies and directives for airfield management or ensuring coordination with agencies to improve airfield management functions.

Other: The following items are mandatory as indicated for entry into this specialty: Normal color visions as defined in DAFMAN 48-123, Medical Examinations and Standards. Ability to speak distinctly in person and over air-to-ground radios. See attachment 4 for additional entry requirements. For award and retention of these AFSCs: 3.5.2.1. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Ground Transportation*. Must maintain certifications according to AFMAN 13-204v2, Airfield Management. Must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security*. Specialty routine access to Tier 3 (T3) information, systems or similar classified environment. For award and retention of AFSCs 1C7X1 and 1C700: Completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, *Air Force Personnel Security Program*, is mandatory.

NOTE: Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405

SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 3 years. Follow-on tour lengths may be from 1 to 6 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).
5. May be authorized PCS IAW the JFTR.
6. Must currently have or be able to obtain SECRET clearance.
7. Must hold 1C7X1 AFSC.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED
APPLICATIONS WILL NOT BE RETURNED!

SUBMIT APPLICATION IN ORDER LISTED BELOW

- NGB Form **34-1 Application for Active Guard Reserve (AGR) Position, DATED 20131111**, Signed, dated and annotated with Vacancy Announcement Number.
- Military Personnel **Report of Individual Person (RIP) Attached, or Virtual MPF Inquiry Will Suffice.**
- AGR Profile Verification Statement (**fourth page of this announcement**).
- Most Recent Air Force Fitness Management System (AFFMSII)
- Letters of Recommendation, Cover Letter, Resume and other attachments are permitted, but are not mandatory.
- All DD214s or NGB 22
- Completed Questionnaire (**below**)

For Positions Advertised to "Current On-Board AGR Applicants Only":

- Current On-Board AGR** member, you must submit Commander Memorandum of Authorization with your application.

Questionnaire:

Y / N

- Are you currently a Maryland Air National Guard Member? If not, What state?
- Are you currently AGR? If so, what State?
- Are you currently a Technician? If so, what State?
- Are you currently deployed? If so, what location?
- Are you currently on ADOS? If so, with who? & what is the ending date?
- Are you currently in a "fenced" position?

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**):

Email:

Phone:

**FORDWARD APPLICATIONS AND ATTACHEMENTS VIA EMAIL TO: 175.WG.HRO.AGR.PROGRAM.Org@us.af.mil
SUBMIT ONE PDF DOCUMENT ENTITLED: 22-046a LAST NAME-AIRFIELD MANAGEMENT CRAFTSMAN**

DUE TO COVID -19, WE WILL NO LONGER EXCEPT WALK INS. DROP OFF IS AVAILABLE TUESDAY- FRIDAY 0800 - 1600 AT THE FIFTH REGIMENT ARMORY MAILROOM LOCATED ON THE 1ST FLOOR. ALL APPLICATIONS MUST BE IN A SEALED EVELOPE LEGIBILITY HANDWRITTEN OR TYPED, WITH THE MEMBER NAME AND ANNOUNCEMENT NUMBER. NO EXCEPTIONS

**IF MAILING, DO NOT STAPLE, OR DOUBLE SIDE PRINT DOCUMENTS.
MAIL APPLICATION AND ATTACHEMENTS TO:**

**Human Resources Office
ATTN: NGMD-HRO-AGR-AIR
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288**

***Applications must be received in the HRO not later than close of business on the closing date!
Applications received after the closing date will not be considered.***

**AGR VACANCY APPLICATION
PROFILE VERIFICATION STATEMENT**

NAME

ANNOUNCEMENT #

A. FITNESS PROGRAM TEST VERIFICATION

MEMBER MEETS STANDARDS IN ACCORDANCE WITH AFI 36-2905

YES NO

*Signature/Rank/Title Verifying Official

*Current supervisor, commander, or designated WMP Monitor

B. APTITUDE SCORES

Mech: Admin: Gen: Elect:

**Signature/Rank/Title Verifying Official

**Current supervisor, commander, or Customer Service Representative

C. CURRENT AF Form 422, PHYSICAL PROFILE SERIAL REPORT

P U L H E S X Factor Dated

MEMBER IS IS NOT QUALIFIED FOR WORLD WIDE SERVICE

**Signature/Rank/Title Medical Certifier

ATTACH TO NGB FORM 34-1

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION