

NATIONWIDE

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

POSITION VACANCY ANNOUNCEMENT 24-037a

Open Date: 28 February 2024

Close Date: 14 March 2024

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

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: MAINTENANCE MANAGEMENT

HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: TSgt/E6

UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: TSgt/E6

ORGANIZATION/LOCATION: 175th Maintenance Operations Flight, 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 OF THE MARYLAND AIR NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP

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

Provides written guidance, reports and special studies for recommendations and briefings to account for flying hour data, equipment performance, materiel consumption, scheduling, management, and resources. Uses statistical techniques, interprets findings from data, identifies trends and significant deviations to ensure senior leaders are briefed fleet health and recommends corrective action when appropriate. Manages aerospace vehicle maintenance and utilization requirements by developing plans and establishes production schedules to meet mission requirements. 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. Controls, maintains, and audits weapons systems records in the applicable MIS. Coordinates and develops aircraft configuration, Time Compliance Technical Orders (TCTO), Special Inspections (SI), and time change items (TCI), ensuring they are documented in accordance with aircraft documentation policies in the appropriate MIS. Coordinates with appropriate information management and processing centers to ensure automated systems capability and compatibility with customer requirements are met. Focal point for validating and tracking MIS requirements and enhancements for higher headquarters approval.

AFSC

AFSC: 2R2X1 (previously 2R1X1 and 2R0X1) 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) 31 OCT 2023. **Knowledge:** Maintenance and operations organization management and procedures applying to aircraft, missiles, communications-electronics, space systems, or related equipment. Exercise critical thinking, utilizing analytical theory and statistical processes while also being knowledgeable on planning, scheduling, and documenting maintenance and MISs; concepts and application of maintenance directives; aerospace vehicle, operational, inspection, and time change management; delayed discrepancies; TCTO; and engine subsystems. **Education.** For entry into this specialty, computer literacy, knowledge of commercial off the shelf

(COTS) data management and visualization, and high school completion with courses in algebra, effective writing, public speaking, and typing are desirable. **Training.** The following training is mandatory for award of the AFSC indicated: 2R231. Completion of a basic maintenance management analysis & scheduling course. 2R271. Completion of an advanced maintenance management analysis & scheduling course. **Experience.** The following experience is mandatory for award of the AFSC indicated 2R251. Qualification in and possession of AFSC 2R031 or 2R131. Also, experience in maintenance management activities. 2R271. Qualification in and possession of AFSC 2R251. Also, experience performing or supervising maintenance management functions and activities.

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 4 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.

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:

FORWARD APPLICATIONS AND ATTACHMENTS VIA EMAIL TO: 175.WG.HRO.AGR.PROGRAM.Org@us.af.mil
SUBMIT ONE PDF DOCUMENT ENTITLED: 24-037a (LAST NAME) –MAINTENANCE MANAGEMENT

ALL APPLICATIONS MUST BE SUBMITTED DIGITALLY! NO EXCEPTIONS.

Applications must be received in the HRO office, 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