

**AIR ACTIVE GUARD RESERVE (AGR) VACANCY ANNOUNCEMENT**  
**JOINT FORCES HEADQUARTERS/HRO**  
5636 East McDowell Road, Bldg M5710  
Phoenix, Arizona 85008-3495  
PHONE (602) 629-4826: DSN 853-4826  
WEBSITE: [DEMA Job Listings | Department of Emergency and Military Affairs \(az.gov\)](https://ftsmcs.ngb.army.mil/protected/FTSMCSAdmin/)  
<https://ftsmcs.ngb.army.mil/protected/FTSMCSAdmin/>

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ANNOUNCEMENT NUMBER: 24-081A

DATE: 30 Apr 24

CLOSING DATE: 14 May 24

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND AFSC:**

**Materiel Management Journeymen (0114627034), PARA 00 LINE 00, E5, 2S05**

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**APPOINTMENT FACTORS:**

**OFFICER()**

**WARRANT OFFICER()**

**ENLISTED(X)**

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**LOCATION OF POSITION:**

TUCSON INTL, AZ, 85706-6000

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**WHO MAY APPLY**

Must be within the grade(s) of: **E1 to E5**

**\*\*Applicants who currently possess a military grade one grade level higher than above posted grade level may be considered for this vacancy. If an over graded applicant is selected they must be reduced in grade prior to being accessed into this position. Applying for and accepting a lower graded military position is considered a voluntary reduction in grade. IAW ANGI 36-2503, an applicant must submit in writing their willingness to be administratively reduced in grade and submit this letter with their application package.\*\***

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**AREA OF CONSIDERATION:** Statewide. Must be within the grade(s) of E1 and E5.

Individual selected will receive Active Duty Title 32 Tour with the Arizona Air National Guard. In order to be considered for this position applicants must meet minimum qualifications.

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**INSTRUCTIONS FOR APPLYING:** Applications must be submitted following the instructions on this announcement. Applications are accepted through FTSMCS, please see [FTSMCS INSTRUCTIONS](#). If you are unable to login in to FTSMCS please check the email address associated with your CAC for accuracy on the [RAPIDS Self-Service Online](#). If updates are needed it can be done at your nearest DEERS/RAPIDS Office. Incomplete applications will not be processed.

1. \*REQUIRED\* Completed NGB 34-1
  2. \*REQUIRED\* Detailed Resume with dates of employment (military and civilian) and contact information.
  3. \*REQUIRED\* vMPF RIP. Data Verification Brief or Career Data Briefs will not be accepted. All information to qualify you for an AGR position must be present within your RIP. Enlisted Members MUST show ASVAB scores. If there is a system limitation causing your record to be incorrect, you must include the official supporting source document with your package.
  4. \*\*REQUIRED\*\* MyFitness Individual Fitness Tracker from MyFitness via myFSS showing current results and history (MUST be within 12 months). No other documents will fulfill this requirement. Member must be current/passing within fitness standards IAW AFI 36-2905. AF 469 MUST be provided for exemptions on most recent fitness assessment.
  5. \*REQUIRED\* AF Form 422, Physical Profile Serial Report and DD Form 2992 (flight status only). Must be current within 12 months, this form can be obtained from your Wing Clinic.
  6. \*REQUIRED\* Letter of verification of Security Clearance from local Security Manager.
  7. \*OPTIONAL\* Most recent EPR(s)
  8. AZNG 335-1-R / Military Brief
  9. AZ Form 34-1, Arizona AGR Application Supplement
  10. Memorandum in Lieu of any missing or flawed required documents.
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**POSITION COMPATIBILITY REQUIREMENTS:**

The individual(s) must be a member of the Arizona AIR National Guard and qualify for and be placed in the following compatible AFSC/AOC prior to starting AGR tour: 2S05

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**MINIMUM APPOINTMENT REQUIREMENTS:**

1. Must possess AFSC 2S031
2. Must be in the rank of AB/E1 - SSgt/E5

**ADDITIONAL REQUIREMENTS:**

1. Must be in compliance with physical fitness, height, weight, and body fat measurement standards as listed in AFI 36-2905.
2. If selected member is pregnant, orders may commence as long the member can safely perform duties within the restrictions of the AF 469 and with chain of command approval.
3. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
4. Individuals who cannot obtain 20 years of Active Federal Service prior to reaching mandatory retirement, age 60 for enlisted personnel, or mandatory separation date for officers, if selected you must submit a Waiver for Exceptional Circumstances to their HRO remote, through the HRO with final approval at the Air Component Commander level. Waivers must justify why it is in the best interest of the unit, State, or Air National Guard.
5. You must meet eligibility requirements of AFI36-2101 Classifying Military Personnel (Officer and Enlisted) and ANGI 36-101 (The Active Guard/Reserve Program).
6. Individuals selected for Control Grade positions are subject to Control Grade availability.

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**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements for the position being advertised; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (NGB Form 34-1) and resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**BRIEF JOB DESCRIPTION:**

This position is located at 162d Wing, Mission Support Group, Logistics Readiness Squadron, in the Materiel Management Flight. The primary purpose of the position is to perform a wide variety of Materiel Management functions involving document control, customer service processes, managing assets in repair cycle, warehouse inspection, storage, and inventory of a wide variety of supply and equipment items, classified and sensitive items, War Consumables Distribution Objective (WCDO) items; selecting items to be issued, shipped, or transferred; conducting warehouse validations and inventories; maintaining central locator functions; performing warehouse inspection functions (i.e., shelf life, functional checks); managing the staging area for delivery of items; selecting items to be issued, shipped, or transferred using mechanized, automated, and manual material moving equipment devices and systems; managing repair cycle assets: managing base-level stock control functions; bench stock, and customer feedback; troubleshoot all Materiel Management concerns; manage ILS-S customers. Additionally, this position will manage materiel management activities and systems involved in requirements determination, inventory control, storage and issue of supplies, equipment, class II items, mobility items, and schedule materiel storage and distribution activities. This position requires supervision and management over staff and oversees work assignments on day-to-day operations.

NOTE: This position is subject to rotating shifts, weekends, TDYs and holidays.

NOTE: This position will work swing shift.

NOTE: Member will be UTC tasked and subject to involuntary deployment.

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**SELECTING SUPERVISOR:**

SMSgt Vanessa Martinez