



Washington Air National Guard Active Guard Reserve (AGR) Announcement

advice and assistance on development and implementation of readiness mission capabilities. The current and projected logistics readiness capabilities are associated with critical cargo and passenger movement, supply chain management, equipment and vehicles, vehicle maintenance, warehousing, deployment/reception and deliberate planning and operations, global fuels and cryogenics, and plans, programs, resource agreement, policies and procedures. Represents the wing regarding logistics readiness issues at meetings within the organization and at conferences with JFHQ-State, USPFO, NG, MAJCOM, HQ USAF, DoD, and other agencies. Meetings and conferences in many cases are to negotiate mutually satisfactory agreements, to identify and resolve logistics readiness matters, and ensure concerted action by involved parties. Plans, organizes, and maintains oversight of the activities of the Logistics Readiness Squadron, ensuring the planning efforts and work products and services of all the squadron functions comply with legal and regulatory requirements and meet customer needs. Performs other duties as assigned.

The officer appointed to this position will serve as the Unit Squadron Commander on TAG approved WA Military Department G-Series orders. In addition, will concurrently serve as the Assistant USPFO for Property (AF Property).

ELEMENTS

The following elements are considered essential for successful performance in this position. Response to the Elements is voluntary, however written response to each of the following Elements will ensure that specialized experience is recognized.

--Comprehensive technical knowledge of logistics readiness management and human relations skill sufficient to plan, set goals and standards and provide authoritative technical direction in carrying out the squadrons mission as well as the Wing readiness program

--Knowledge of logistic funds management, property management, stock record management, storage management and transportation management

--Knowledge of specialized methods and techniques and the ability to utilize analytical and statistical methods and procedures to evaluate effectiveness and efficiency of programs and operations of the squadron. Included is the requirement for knowledge of Air Force (AF) operations, organizations, and fiscal management techniques, and the ability to formulate information into coherent practical operations for the squadron

--Ability to formulate and implement policies, procedures, and programs for the Logistics Readiness Squadron and for the Wing War Readiness Program

Comprehensive working knowledge of pertinent laws, regulations, policies, and precedents affecting the programs, to include Department of Defense, AF, National Guard (NG) regulations, procedures, and plans as well as the roles and responsibilities of the Logistics Readiness Squadron

--Ability and skill to carry out the supervisory responsibilities of the position

--Skill in oral and written communications to prepare and present briefings, papers, and staff reports; coordinate planning efforts; manage squadron activities, to effectively communicate



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requirements with staff and line personnel to encourage understanding and acceptance of findings and recommendations, and to negotiate with high-level civilian and military executives

--Ability to independently analyze and resolve difficult issues and problems, to include those related to processes, work methods, data management, and operational procedures

--Strong knowledge of the AF and DoD structure which affects the use of program and related support resources (people, money or equipment) in relation to the logistics readiness management process

APPLICATION INSTRUCTIONS

Applicants may apply for this position by submitting the following:

- 1) Resume cover letter (*not required, but highly encouraged*).
- 2) NGB 34-1, *Application for Active Guard Reserve (AGR) position*
- 3) Resume (Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, and a brief recap of duties)
- 4) Current Report of Individual Person (RIP) from the vMPF, under Self-Service Actions, Personal Data, Record Review. A CDB, Career Data Brief, is NOT a substitute. (*Only applies to current members of the USAF, USAFR or ANG*)
- 5) Point Credit Summary (PCARS) from the vMPF under Record Review. Print "View All", minus the PCARS definitions and FAQ pages (*only applies to current members of the USAFR or ANG*)
- 6) Current Report of Individual Fitness (*only applies to current members of the USAF, USAFR or ANG*)
- 7) Response to Job Elements (*not required, but highly encouraged*)
- 8) NO BINDERS OR BOUND DOCUMENTS

Email applications to: LORIE.K.MOORE.MIL@MAIL.MIL

****When emailing applications, please put the announcement number and last name in the subject line.***

****If you do not receive an email "confirmation of receipt" within 3 duty days of emailing your application, please contact SMSgt Lorie Moore at 253-512-8347 or DSN 323-8347***

Applications can also be mailed to:

141 FSSF/DPC
5 W. BONG STREET
FAIRCHILD AFB, WA 99011

OR

HUMAN RESOURCES OFFICE /AGR
ATTN: SMSGT LORIE MOORE
33 41ST DIVISION WAY, BLDG 33
CAMP MURRAY, WA 98430

Applications must be received by this office by 1630 on the closing date of the announcement. **If you are sending your application via Priority Mail, Fed Ex, etc please allow an additional 3-5 days to the shipping time as they are not delivered directly to HRO.** Applications not received by HRO by the closing date will not be accepted. Applications will not be returned.



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ADDITIONAL INFORMATION

- Equal Employment Opportunity: The Washington National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, national origin, gender, marital status or political affiliation.
- Enlistment/Appointment in the Washington Air National Guard is a condition for retention in the AGR program.
- Potential for promotion in the position is conditional upon assignment to the appropriate UMD grade, compliance with ANGI 36-101 grade compatibility requirements and, if applicable, the availability of an AGR control grade. Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.
- The process of applying and being nominated does not constitute final selection for nor guarantee this position. Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by the Adjutant General of the State of Washington or designated representative.
- Applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD) for officers, age 60 for enlisted. If unable to meet this requirement a statement of understanding must be completed prior to start date.
- Military grade cannot exceed the maximum military grade authorized. A member who is overgrade must indicate, in writing, a willingness to be administratively reduced in grade when assigned.
- Point of Contact for general AGR announcements:
SMSgt Lorie Moore, AGR Manager for Air (253) 512-8347