

**POST ON BULLETIN BOARD  
 DRILL STATUS GUARDSMAN  
 POSITION VACANCY ANNOUNCEMENT  
 242D COMBAT COMMUNICATIONS SQUADRON  
 WASHINGTON AIR NATIONAL GUARD  
 DSG ANNOUNCEMENT #FY-22-03-037**

<b>WASHINGTON AIR NATIONAL GUARD</b>	<b>OPENING DATE:</b>	<b>CLOSING DATE:</b>	<b>POSITION NUMBERS:</b>
242d Combat Communications Squadron Fairchild AFB WA 99011	24 March 2022	Until Filled	0870774 1029739
<b>POSITION TITLE, GRADE, AFSC, FACILITY:</b>			
Heating, Ventilation, Air Conditioning and Refrigeration (HVAC), TSgt-MSgt, 3E171			
<b>REQUIREMENTS FOR CONSIDERATION:</b>			
Master Sergeant or promotable Technical Sergeant, and hold the 3E171 AFSC. Applicants must meet time in grade and time in service requirements by close of bid <b>OR:</b> Motivated and Eager E5-E7 willing to cross train.			
<b>AREA OF CONSIDERATION:</b>			
All members of the Washington Air National Guard and those eligible for enlistment in the Washington Air National Guard.			
<b>WORKING CONDITIONS:</b>			
Will work both inside and outside, and possibly in inclement weather or austere conditions. Subject to hazards of electrical voltages and currents. Will participate in deployed communications exercises in field conditions. This is a worldwide mobility position. Unit is stationed on Fairchild AFB.			
<b>SUMMARY OF DUTIES:</b>			
Assigned to the Plans and Resource Flight, Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) work center (CTCR). Installs, inspects, troubleshoot, maintains, repairs, operates, test various types of HVAC/R systems and equipment. Performs preventive and schedule maintenance inspections on equipment. Uses drawings and schematics to analyze and isolate system malfunctions. Ensures compliance with safety and environmental regulations for fuels, refrigerants, and hazardous materials. Schedules training for Regularly Scheduled Drill (RSD) weekends for all assigned Guardsmen. Supervises and trains a team of Traditional Guardsmen. Trains, Certifies task qualification for HVAC/R in Air Force Training Record (AFTR) and oversees the career development and overall readiness of assigned traditional guardsmen. Will be responsible for mentoring, writing Enlisted Performance Reports (EPR), and accomplishing the Airman Comprehensive Assessment (ACA) for the assigned Airmen.			
<b>OTHER REQUIREMENTS:</b>			
<ul style="list-style-type: none"> <li>-Security Clearance: Must possess a Secret security clearance.</li> <li>-Familiarity with Combat Communications Squadron processes and procedures along with leadership, management and organizational skills are preferred.</li> <li>-Member must have passing Air Force Physical Fitness Test.</li> </ul>			

**SPECIALIZED EXPERIENCE:**

The successful candidate will possess demonstrated leadership qualities and have character of the highest integrity. This has the potential of a leadership position. Potential and/or ability to serve as Noncommissioned Officer in Charge (NCOIC) and control the work flow within the shop. Progressively mentor and hold accountable the Airmen/NCOs under your charge to maximize their leadership abilities and potential. Plan, develop and conduct training for military personnel who install, operate and maintain (HVAC/R) Systems and associated equipment. Ability to communicate effectively, both orally and in writing and to interact effectively with personnel at all levels of command.

**INFORMATION**

1. If selectee is an AGR, assumption of position cannot be made until the Manning Change Request (MCR) has been approved by NGB.
2. If this is a promotion announcement, but a change is required to the manning document – the promotion package may not be submitted until the Manning Change Request (MCR) has been approved by NGB.
3. The unit POC for this announcement must submit a completed DSG Selection Package to the FSF/FSS certifying validity of the interview and selection process.

**INSTRUCTIONS TO APPLICANTS****APPLICATION SUBMISSION REQUIREMENTS:**

1. Resume cover letter
2. 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)
3. Current Report of Individual Person (RIP from vMPF)
4. Point Credit Summary (PCARS) from vMPF
5. Current Report of Individual Fitness
6. Letter(s) of Recommendation (Optional)

**EMAIL RESUME TO:**

TSgt Junelee De Pio  
[junelee.de\\_pio.3@us.af.mil](mailto:junelee.de_pio.3@us.af.mil)

Applications must be received NLT 1200 on closing date.

**OR SEND TO:**

242 CBCS/CCQP  
 15 S. Graham Road, Building 447  
 Fairchild AFB, WA 99011

Applications must be received NLT 1200 on closing date.

**EQUAL OPPORTUNITY:** This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration. Selection and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan.