

**DRILL STATUS GUARDSMAN
POSITION VACANCY ANNOUNCEMENT
194TH COMPTROLLER FLIGHT, WA ANG
DSG ANNOUNCEMENT # 24-34**

WASHINGTON AIR NATIONAL GUARD	OPENING DATE:	CLOSING DATE:	POSITION NUMBER:
109 Engineer DR Camp Murray, WA 98430	20241112	20241212	0070193734
POSITION TITLE, GRADE, AFSC, FACILITY:			
Financial Management Craftsman, Technical Sergeant (TSgt), 6F071, Building 109, Camp Murray, WA			
MINIMUM REQUIREMENTS FOR CONSIDERATION:			
The following criteria must be met as of closeout date of this announcement to be considered:			
<ol style="list-style-type: none"> 1. Must hold the 6F0X1 AFSC, at the 5-level or above 2. Minimum grade for this position is E-5/SSgt 3. Must meet Air Force physical fitness standards IAW AFI 36-2905 with a score of 75 or above (<i>only applies to current members of the USAF, USAFR or ANG</i>) 4. Must possess or be able to obtain and maintain a SECRET security clearance. 			
OTHER REQUIRMENTS:			
<ul style="list-style-type: none"> • Must possess Financial Management knowledge, including fiscal law, accounting and payment principles/procedures, pay and travel entitlements, management principles and controls, budgeting principles, and financial management decision support techniques. • Must have the ability to apply Accounting and Finance regulations, publications, policies, and procedures to accomplish duties, support the Resource Management System, and resolve complex budget/accounting issues. • Must have Experience using Air Force accounting systems, including DEAMS, legacy accounting systems (BQ & ILS-S), AROWS, DTS, Checkbook, Wide Area Workflow, and US Bank Access Online in the performance of finance duties. • Must have working familiarity with basic office automation software (Word, Excel, PowerPoint, MS Teams, etc.) • Basic knowledge of Business Intelligence Software (Power BI) is highly desired. 			
AREA OF CONSIDERATION:			
This advertisement is open to all members currently serving in the WA ANG.			
SUMMARY OF DUTIES:			

- Maintains proficiency and trains others in financial management contingency/warfighting and general military skills.
- Accomplishes the Accounting Liaison Officer function. This includes: accounting, certification of funds, Dormant Account Review-Quarterly requirements, Open Document Listing resolution, disposition of financial instruments such as checks, Government Purchase Card management, and other duties as required.
- Supports Budget Officer and Budget Analyst in preparation of detailed analyses of budget estimates/execution plans for assigned organizations/programs. Performs budget execution analysis of obligations and actual expenditures, reimbursable funds, and transfer of resources between units/agencies.
- Enters budgetary transactions to include workdays and funds issuance from NGB or MAJCOMs. Balances resource issuance versus loading into accounting systems.
- Provides decision support, interpretation, and guidance on budget-related matters such as types of funding available, effects of budgetary changes on related activities, status/use of funds to commanders, Cost Center Managers, and Resource Advisors.
- Uses automated financial management systems and computer-generated products to accomplish financial management objectives.
- Supports commander's Self-Assessment Program, Quality Assurance Reviews, and other audits through MICT assessments, deficiency/observation resolution, and/or response to information requests as needed.
- Performs other duties as assigned.

INSTRUCTIONS TO APPLICANTS

APPLICATION REQUIREMENTS:

Applicants will be scheduled for interview once completed package have been received and reviewed. All packages will be considered for all vacancy announcements. Package must be received by the closing date.

Please submit:

Resume cover letter (*not required, but highly encouraged*)

Resume

Current Report of Individual Person (RIP) from the vMPF, under Self-Service Actions, Personal Data, Record Review, print all pages (*only applies to current members of the USAF, USAFR or ANG*)

Point Credit Summary (PCARS) from the vMPF, under Self-Service Actions, Personal Data, PCARS. Print "View All", minus the PCARS definitions and FAQ pages (*only applies to current members of the USAFR or ANG*)

Current "Fitness Tracker" Report from AFFMS II (*only applies to current members of the USAF, USAFR or ANG*)

Last two (2) Enlisted Performance Reviews

Letter(s) of Recommendation (optional)

Application packages must be received by the closing date. Submit complete package to:

194th Comptroller Flight
Attn: SMSgt Shad Kerr
109 Engineer Dr
Camp Murray, WA 98430-5012

Phone #: DSN: 370-3312 COMM: 253-512-3312
Or email package to: Shad.Kerr.2@USAF.MIL

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.