

Texas Air National Guard Air Active Guard Reserve (AGR) Vacancy

Announcement Number: AGR-16-38

AGR applicants only need to apply to this announcement for consideration.

Open Period: 12 April 2016 to 12 May 2016

Open Areas of Consideration: **In-service (Onboard AGR)**

This vacancy announcement is open to all presently employed permanent Active Guard Reserve (AGR) at the wing.

Appointment Factors (those that may apply): **MSgt to SMSgt/E-8**

Authorization for a controlled grade is required for SMSgt/E-8 positions. Promotion will be based on availability of the resource.

Position Information

Title: Superintendent, Inspections

Grade: SMSgt/E-8

DAFSC: 81000

Position #/s: (0128) 0106275434

Unit / Duty Location: 149 FW / Joint Base San Antonio, TX

Funding Availability: Requires locally approved MCR based on selectee

Concurrently Advertised: 149-16-27, Wing Inspections Program Manager, GS-1801-11 @ <https://tmd.texas.gov/air-tech> & 149-16-43, IGI @ <https://tmd.texas.gov/air-traditional>

SUMMARY

Special Duty Summary. Advises the Inspector General and Director of Inspections on all activities related to the Air Force Inspections System (AFIS). Provides feedback, support, and assistance to the Inspector General (IG) and Director of Inspections for implementing the Air Force Inspection System at FOA/DRUs, wings and wing equivalents, MAJCOMs, and Headquarters Air Force.

Duties and Responsibilities:

- Plans, conducts, and monitors IG inspection activities. Formulates plans and establishes guidance for readiness, compliance and self-inspection and assessment programs in compliance with Title 10 USC Section 8583, and the CCIP.
- Organizes IG inspection activities. Develops, establishes, and controls methods and procedures to implement IG inspection programs. Inspects and evaluates compliance and readiness activities, personnel, and facilities. Conducts periodic inspections as required and reviews corrective action plans on all deficiencies.
- Provides IG inspection support. Maintains liaison with the Wing IG, wing inspection team members and unit-level self-assessment monitors. Serves as liaison within the functional community as well as with Gatekeepers as required.
- Reviews and evaluates inspection programs and activities. Prepares and maintains files, reports and records pertinent to inspection programs. Maintains inspector training qualification and certification records and files on individuals qualified and certified as inspection team members.
- Provides training to IG inspections personnel and ensures inspectors are familiar and proficient with the Management Internal Control Toolset (MICT).

QUALIFICATION REQUIREMENTS

- ***This is a cross-training opportunity: any AFSC may apply***
- Knowledge of Air Force readiness and compliance objectives, enlisted leadership and management concepts and their relationship to mission accomplishment is mandatory.
- Education. For entry into this SDI, Airman must have completed the USAF SNCO Academy (correspondence or in-residence).
- Experience. Previous inspector experience at the unit, wing or MAJCOM highly desired.
- Demonstrated ability to prepare written reports.
- No Unfavorable Information File or open IG investigations.

CONDITIONS OF EMPLOYMENT

1. AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding. The HRO will maintain the completed and signed Statement of Understanding.
2. It is not the intent of the AGR program to bring non-career applicants into the sanctuary zone [18 to 20 years Total Active Federal Military Service (TAFMS)]. Anyone whose order [AD or FTNGD orders (other than training)] places them at 18 years or more TAFMS will require a signed and approved sanctuary waiver IAW AFI 36-2131, *Administration of Sanctuary in the Air Reserve Components*.
3. To accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position.
4. To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

INSTRUCTIONS FOR APPLYING: Incomplete/expired paperwork will **NOT** be considered

- **NGB Form 34-1, (dated 11NOV2013, Previous Editions are Obsolete), Application for Active Guard/Reserve (AGR) Position. Announcement number and position title (i.e. AGR-16-XX, etc.) must be annotated on the form.**
- **Copy of Records Review RIP within last 30 days.** May be obtained from your Personnel Records at your unit. For Air Force/Air National Guard you can obtain your Records Review RIP from your Military Personnel Flight or go to <http://www.afpc.randolph.af.mil/vs> (**RIP must show your ASVAB scores and awarded AFSCs**). Records Review RIP must be no more than 30 calendar days old.
- **AF Form 422, Notification of Air Force Member's Qualification Status validated within the last 12 months (required), and AF 469, Duty Limiting Condition Report (if applicable).**
- **Air Force Fitness Standards. Fit to Fight AF Fitness Management Assessment must be no more than 12 months old.** For Air Force/Air National Guard you can obtain your fitness assessment from your AF Portal, AFFMS – AF Fitness Management System. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
- Military biography IAW AFH 33-337
- Targeted resume IAW AFH 33-337
- Personal letter of intent IAW AFH 33-337, outlining career goals and objectives
- Letter of Recommendation from your supervisor
- Recommendation by unit commander
- A Commander endorsement memorandum (agreeing to release member; stating fitness standards; government travel card statement; stating not pending adverse action)
- If you **are not** assigned to the 149 FW, you must also include a Letter of Recommendation from your unit commander.
- **DD Form 214s (if applicable)**
- Other documents (EPRs, etc.) are **optional**.

SUBMISSION OF APPLICATION

Applications must arrive at the HRO Applications Inbox at the following e-mail address:

ng.tx.txarng.list.hro-agr-air@mail.mil no later than **2359 Central Time** on the closeout date of the job announcement. Applications must be complete upon initial submission in one single PDF package, with the proper naming convention of Last Name- Announcement number (i.e. **Last Name-AGR-16-XX**). Applications submitted in pieces and/or without the announcement number and position title on the NGB 34-1 will not be accepted and will be automatically disqualified.

Encrypt emails for your protection. For unencrypted emails, redact Personal Identifiable Information (PII); such as SSN, DOB, home/ mailing address, height, weight, Body Mass Index, marital status, number of dependents, religious preference. Copies of official transcripts will be accepted (if required per the announcement). If selected for the job announcement, official transcripts will be required at a later date.

Incomplete packages, packages not meeting mandatory criteria, or packages received after the close out date, as indicated on the job announcement, will **NOT** be considered.

Applications will be reviewed no earlier than three business days prior to the close out date. Qualification/Disqualification letters will be emailed to each applicant NLT 10 days after the announcement close out date. If you need to update a previously submitted package, and it is before the closeout date, you must send a new complete package with the updated information. Sending only the updates will disqualify your package, as incomplete packages are not accepted. It will need to be named, in the subject line, as Update Last Name-Announcement number in the following format (i.e. "**Update Last Name-AGR-16-XX**")

REMARKS

- For entry and retention of this specialty, must meet requirements listed in AFI 90-201, The Air Force Inspection Program.
- Upon selection completion of the Air Force Basic Inspector Course taught by the Air Force Inspection Agency (AFIA) or the Inspector General Training Course is mandatory.
- This SDI is only authorized for use as an awarded (secondary, third or fourth), Control or Duty AFSC when the airman is filling a valid, funded 8I000 unit manpower document (UMD) authorization. Further, 8I000 is not authorized for award as the PAFSC when filling a funded 8I000 UMD authorization unless incumbent has no other awarded.

All notifications of selection are conditional until verification of security clearance, medical clearance, and HRO approval.

The Texas National Guard is an Equal Opportunity Employer.