

# Statewide Announcement is made of the following Active Guard Reserve (AGR) Position in the Nevada Air National Guard

<b>Announcement Number:</b>	<b>16-018</b>
<b>Date of announcement:</b>	<b>30 Nov 2015</b>
<b>Closing Date:</b>	<b>29 Dec 2015</b> (All applications must be received before 1600 on the closing date in the Human Resources Office, not postmarked by closing date.)
<b>Start Date No Later Than:</b>	<b>15 Feb 16</b>
<b>Position Description &amp; #:</b>	Munitions Systems Supervisor
<b>Duty Location:</b>	Reno, NV
<b>Unit:</b>	152 MXG
<b>Area of Consideration:</b>	<b>Nationwide (OML);</b> All Members of The Nevada Air National Guard And All Those Eligible To Become Members
<b>Grade:</b>	Enlisted E-5/ SSGT- Max E-7/MSGT
<b>AFSC:</b>	<b>2W071 Required</b>
<b>Salary:</b>	Full military pay and allowances depending on rank and longevity
<b>Initial Tour Length:</b>	3 years
<b>Human Resources Point of Contact:</b>	SMSgt Henle (775) 887-7391/DSN 530-7391 <a href="mailto:Joseph.a.henle.mil@mail.mil">Joseph.a.henle.mil@mail.mil</a>
<b>Unit Point of Contact:</b>	CMSgt Martini (775) 788-4655/DSN 830-4655 <a href="mailto:joseph.a.martini2.mil@mail.mil">joseph.a.martini2.mil@mail.mil</a>
<b>NOTE: *Nationwide means: All eligible for membership in the Nevada Air National Guard. If Active Duty must have a condition release or ETS of NLT 31 Jan 16 to be eligible.</b>	

**16-018**

**HOW TO APPLY:**

**INTERESTED APPLICANTS MUST FORWARD THIS CHECKLIST WITH THE FOLLOWING DOCUMENTATION IN ORDER, NO BINDERS OR STAPLES PLEASE!**

1. Initial NGB Form 34-1, dated 20131111, must be complete with original signature (Available on NGB Forms) [http://www.ngbpdcc.ngb.army.mil/forms/ngbf34\\_1.htm](http://www.ngbpdcc.ngb.army.mil/forms/ngbf34_1.htm)
2. Initial Physical:
  - **AF Form 422**, Physical Profile Serial Report, (Current within 12 Months)
  - **AF Form 1042**, (Only required if announcement requires applicant to be on Flight status)
  - Medical documents which indicates a Permanent Profile higher than a “1” in any of the PULHES fields of the physical (if applicable). Medical documents for any Temporary Profiles. Selected applicant will have to fill out a DD FORM 2870, AUTHORIZATION FOR DISCLOSURE OF MEDICAL OR DENTAL INFORMATION before start date.
3. Initial All DD Form 214 (s), NGB Form 22 (s), and DD Form 215(s) covering any active duty period. **DD 214 copy must include bottom portion that identifies Separation Code. DD 214 Member 4 will have Separation Code.**
4. Initial Current AF Form 526 Retirement Point Credit Record (Guard/Reserve members only).
5. Initial Current RIP Sheet within the last 30 days (RIP must show your ASVAB scores and awarded AFSCs).
6. Initial Air Force Fitness Management System (AFFMS) printout showing a score of at least 75%.
7. Initial A memo from Security Manager showing current clearance. Must currently hold a Secret Security Clearance.
8. Initial Resume and any supporting documentation to reflect experience, training for the advertised position to include civilian degrees, and letters of recommendation.
9. Initial Last five EPRs (if applicable). Submit a memo to the President of the Board, explaining reason(s) for any missing or not requiring of EPRs.
10. Initial Photograph:
  - Official Military BIO Photo in Dress uniform without headgear preferred. Photo in Airman Battle Uniform accepted if Service member does not have dress uniform. If not available submit memo to President of the Board explaining why you do not have a dress uniform photo (if applicable).

11. Initial Copy of Air Force Certificates of Training, to include highest PME completed, documenting military education appropriate to branch/AFSC which qualified.

12. Initial Applicants email address: \_\_\_\_\_  
(Applicants will be contacted by email or phone for interviews)

**Applications without all required supporting documents will not be considered and will not be returned. Applications received after 1600 on the closing date will not be considered and will not be returned.**

US Government postage and envelopes may not be used for submitting applications. Qualified applicants will be contacted for interviews. The Board President or Human Resource Office will contact all applicants to notify them of recommendation or non-recommendation either by phone or by memorandum. If there are three or less applicants a formal board may not be held.

Submit applications to:

**Nevada Military Department**

**ATTN: HRO AGR Branch NGNV-HR-AG**

**2460 Fairview Drive, Carson City Nevada 89701-5502**

**All applications must be received in the HRO office before 1600 on the closing date of this announcement, not postmarked by closing date. If applying for multiple job announcements you must fill out a complete packet for each announcement.**

**PRIMARY DUTIES AND RESPONSIBILITIES:**

**Major duties:**

This position is located in the Munitions Flight. The purpose of this position is to operate the Combat Ammunition System (CAS) in accordance with applicable regulations, manuals and local guidance. Maintains document files and accountable records. Manages excess serviceable/un-serviceable and restricted/suspended munitions program. Coordinates scheduling of complete, sample and special munitions inventories. Operates and maintains automated data processing equipment (ADPE) to perform munitions accounting, computations, and research. Stores, maintains, handles, delivers and performs intermediate level maintenance on assigned conventional munitions. Receives, assembles, issues, identifies and inspects conventional aerospace munitions such as ammunition, flares, egress munitions, etc. Performs periodic, special, pre-use and returned munitions inspections. Performs and manages munitions production and materiel tasks and activities. Identifies munitions and equipment requirements. Develops and implements munitions materiel management concepts and procedures. Complies with explosive and ground safety, security, and environmental directives and practices. Identifies munitions by filler, color code, marking, or physical characteristics. Trains assigned drill status guard members. Performs other duties as assigned.

**AFSC QUALIFICATION REQUIREMENTS:**

**2W071 is required.**

**Mandatory AFSC Entry Requirements:**

PULHES: 333231

ASVAB 60 Mechanical and 57 General

**AFSCs not open to non-United States Citizens. AFSCs identified are open to United States nationals.**

**ADDITIONAL REQUIREMENTS:**

The incumbent should have extensive knowledge in all facets of Munitions Accountability, Munitions Inspection procedures and CAS.

Attendance in a formal Munitions Accountability and Munitions Inspection course is desirable but not required.

Must be able to obtain and maintain or currently possess a Secret Security Clearance.

This position is covered by the Domestic Violence Misdemeanor Amendment (30 Sep 96) of the Gun Control Act (Lautenberg Amendment) of 1968. An individual convicted of a qualifying crime of domestic violence may not perform the duties of this position. Personal protective equipment must be worn in compliance with safety and health directives

**MINIMUM ELIGIBILITY CRITERIA:**

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. Members selected for AGR tours must meet the physical qualifications outlined in AFI 48-123. Must not be under a current suspension of favorable personnel actions. Enlisted applicants who are over grade may apply, but must indicate in writing a willingness to be administratively reduced in grade when assigned to the position. The initial tour length is three years. Must have sufficient time remaining (ETS) (MRD) to permit completion of tour of duty. Subsequent tour(s) will be based on authorized force structure in effect. PCS funds have been authorized if in the best interest of the government. See ANGI 36-101 for AGR accession requirements.

**THE NEVADA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units some positions may have gender restrictions.