



**DEPARTMENT OF THE AIR FORCE  
FLORIDA NATIONAL GUARD**

Office of the Adjutant General  
St. Francis Barracks, P.O. Box 1008  
St. Augustine, Florida 32085-1008



**STATEWIDE**

**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT #108-24**

**Open To:** Current on-board Florida Air National Guard members only

**Position Title:** Director of Operations

**Unit/Duty Location:** 125th Maintenance Squadron, Jacksonville IAP, FL

**Open Date:** 30 May 2024

**Close Date:** 20 Jun 2024

**Min/Max Grade Required:** 03/04

**Security Clearance:** Top Secret

**Minimum Required AFSC:** 21A3/21M3

**Duty AFSC:** 21A3

**Position Description:** Directs aircraft maintenance mission generation and repair network activities. Maintains workforce discipline and responds to personnel issues while balancing workforce availability and skill levels with operational requirements. Works with functional managers to develop, formulate, and manage fiscal resources. Instills maintenance discipline, security awareness and force protection concepts. Ensures accuracy of documentation, i.e. aircraft forms and automated systems. Ensures adherence to technical data, policy, procedures, and safe maintenance practices. Develops, coordinates, and executes flying and maintenance schedules. Manages aircraft configuration; daily aircraft servicing, weapons loading, launch, recovery, and repair; periodic aircraft maintenance inspections; and flightline safety and foreign object damage (FOD) prevention and dropped object programs (DOP). Manages overall aircraft fleet health and ensures aircraft availability to execute mission requirements. Analyzes aircraft maintenance indicators to identify trends and initiates corrective actions. Directs maintenance activities that may include aircraft propulsion, pneudraulics, egress, fuel systems, electro-environmental, Precision Measurement Equipment Laboratory (PMEL) and avionics systems. Also, may include management of aerospace ground equipment, structural repair, low-observable repair, corrosion control, machine, welding, inspection, aero-repair, crash, damaged, disabled aircraft recovery, non-destructive inspection, and off-equipment munitions and armament suspension equipment. Manages plans and programs, modifications, and modernizations requirements. Formulates maintenance plans and policies to meet unit tasking. Assesses unit maintenance capability in support of combat related operational plans and provides inputs for capability assessments for each plan. Defines aircraft maintenance procedures and requirements in response to emergency or contingency situations. Coordinates core logistics requirements supporting aircraft maintenance operations. Establishes support requirements for supply requisition, repair cycle, delivery, combat support, ground and aerial port transportation, base support plans, and munitions requirements. Directs and manages wholesale logistics life cycle sustainment support. Coordinates production schedules to include induction and selling systems. Defines technical problems and economic factors related to research and development, and system operational data to evaluate programs, assess trends, and identify improvements and deficiencies. Manages weapons system programs, funding of depot maintenance workloads, and transportation distribution systems. Manages logistics tests and evaluation on new acquisition programs and aircraft modifications.

**Length of Tour:** Initial AGR tour orders are probationary. The probationary period will not exceed six years (IAW ANGI36-101 & FLANG Supplement; Reference paragraph 6.2.). The initial order will be a minimum of four years (reference paragraph 5.8.). AGR Orders and probationary period might not end on the same date. The selecting unit and HRO must ensure the selectee has an ETS that allows for the required order length. Members whose ETS does not support the minimum order length must be re-enlisted or extended, as appropriate, to satisfy this requirement.

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## MINIMUM QUALIFICATION REQUIREMENTS

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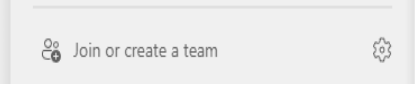
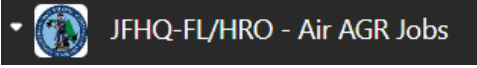
1. Air National Guard, Air Force Reserve or the United States Air Force members must have achieved a passing Fitness Program score in order to be assessed for entry into the AGR Program.
2. Air National Guard members must meet the physical qualifications outlined in AFI48-123. Medical exams must be conducted not more than 12 months prior to entry on AGR duty.
3. An applicant on a medical profile, to include pregnancy, may apply and be selected for an AGR tour; however, the selectee may not begin the AGR active-duty tour until the medical restrictions are released.
4. Must meet any Special Requirements as specified on Position Description.
5. Failure to maintain the **required** security clearance will result in removal from the AGR program.
6. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
7. You must be in a military status to apply for an AGR position.
8. Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Over grade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position.
9. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
10. IAW ANGI 36-101, paragraph 5.10, applicants should be able to complete 20 years of active federal military service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI36-101.
11. IAW ANGI36-101, paragraph 6.6.1., members should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement to 24 months when in the best interest of the unit, State, or Air National Guard.
12. Candidates will be evaluated based on their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application.
13. To ensure Florida Air National Guard Active Guard Reserve (AGR) Airmen are provided career opportunities for promotion, career progression, retention, education, and professional development consistent with assigned missions, strength limitations and policies they may apply for a vacant UMD AGR position without the awarded duty AFSC and are subject to retraining restrictions

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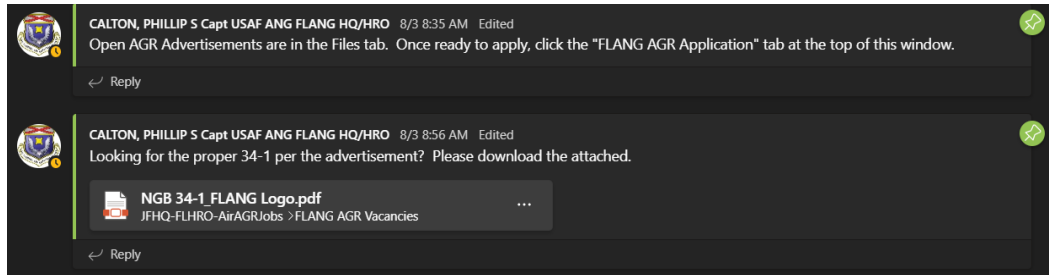
## APPLICATION INSTRUCTIONS

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- **Applications must be sent electronically by utilizing TEAMS;** to access, in the TEAMS

application click on . Input the following code: **63pbpex**. Once you have joined the team you will see the  team appear in the “Your teams” section. There will be a general channel and a “FLANG AGR Vacancies” channel. Select the “FLANG AGR Vacancies” channel to access the required application to submit your packet.

- Once you have joined the team and located the channel you will see two pinned conversations:



- On occasion the “FLANG AGR Application” tab has taken some time to appear. It is recommended you do not wait until ready to apply to join the team in TEAMS. Should you experience any issues please reach out to the HRO org box listed below.

[flanghq.hro.air-agr@us.af.mil](mailto:flanghq.hro.air-agr@us.af.mil)

- **Submit Application as one (1) single PDF.** Drop-off the uploaded file with file named only as: LastName, FirstName\_Military Vacancy Announcement (example: Doe, John\_108-24).

**Common disqualifiers include unsigned 34-1, RIP not from vMPF, and Fitness report expired before advertisement close out date.**

Applications must be received before the Close of Business (COB) on the closing date to be processed. Any missing requirements that are listed below will result in disqualification. Be advised, applications are not reviewed until after the job closes. HRO will notify applicants whose application is not complete, contains missing or erroneous information, or disqualified via the email addresses supplied on the vMPF Report of Individual Personnel.

It's always advisable to ensure and double-check that the information submitted meets the requirement per the advertisement.

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## APPLICATION REQUIREMENTS

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1. **NGB Form 34 -1:** ONE signed and dated (Application for Active Guard Reserve (AGR) Position). Ensure an explanation is attached for required answers given in Section IV. Ensure to use the most current version of the NGB Form 34-1 attached to advertisement. Any other version and/or variation not currently attached to the advertisement will result in an automatic incomplete package. All packages submitted by the closeout date are final. There are no opportunities for resubmissions after the closeout date.
2. Current **Report of Individual Personnel (RIP):** Obtained from Virtual Military Personnel Flight (vMPF). Send ALL pages of the Record Review (DO NOT send a Career Data Brief). *It is your responsibility to ensure your vMPF RIP is in order prior to application submittal. This includes but not limited to: verifying Duty History, AFSC, ASVAB Scores, Current Rank, Service Dates, and Security Clearance.*
3. **myFITNESS:** Most recent Fitness Tracker report obtained from AFPC Secure/myFSS.
4. (Enlisted Only) Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position IAW AFI 36-2502, Paragraph 11.1.2.4.1.1.2.
5. Additional Requested Documents (**REQUIRED**): Last 3 Evaluations and Resume

**Any questions or concerns please email the HRO Air-AGR Org Box at:**

[flanghq.hro.air-agr@us.af.mil](mailto:flanghq.hro.air-agr@us.af.mil)

FAQs can be located at: <https://intelshare.intelink.gov/sites/jfhq-fl-hro/>

If you do not receive a disqualification email within two (2) weeks after the job closes, your application will have been forwarded to the hiring official(s).