



## CONNECTICUT AIR NATIONAL GUARD HUMAN RESOURCE OFFICE

375 Smith Street  
Middletown, CT 06457



### ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT #24-018

**OPEN DATE: 10 April 2024**

**EXPIRATION DATE: 24 April 2024**

#### **Open To: Current On Board CTANG AGR**

<b>Number of Positions:</b>	<b>1</b>
<b>Position Title:</b>	<b>Sheet Metal Mechanic (Small Shop Chief)</b>
<b>Unit/Duty Location:</b>	<b>103d MXS, East Granby, CT 06026</b>
<b>Min/Max Grade Authorized:</b>	<b>TSgt/E6 through MSgt/E7*</b>
<b>Duty AFSC:</b>	<b>2A773*</b>
<b>Security Clearance:</b>	<b>SECRET</b>

*\*Grade and AFSC requirement must be met prior to application.*

*\*TSgt/E6 that is immediately promotable.*

**Job Summary:** The primary purpose of this position is to serve as shop chief over a small organizational segment in a maintenance function with responsibility for the overall shop operation. One or more employees who perform work in the Sheet Metal Mechanic, WG-3806-10, occupation are assigned to the shop. Position is compatible with WG-3806-11.

#### **The major duties include, but are not limited to:**

- Plans and lays out work to be accomplished in the shop which is then completed by the technician and lower graded mechanic(s). Determines approaches, methods and courses of action required to accomplish the mission of the shop in an effective and efficient manner. Independently determines appropriate maintenance procedures. Estimates time, equipment and material requirements. Devises and maintains plans and records. May provide recommendations and input to supervisor concerning personnel actions such as performance appraisals, awards, position description changes, disciplinary actions, and leave.
- Performs the full range of shop work.
- Implements safety regulatory requirements. Ensures that other workers in the shop wear appropriate safety equipment and follow pertinent safety precautions.
- Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises. May be required to perform additional duties such as structural fire fighting, aircraft fire/crash/rescue duty, security guard, snow removal, munitions loading and handling, heavy equipment operation, maintenance of facilities and equipment, or serve as a member of a team to cope with natural disasters or civil emergencies.
- Performs other duties as assigned.

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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 who have not achieved a passing Fitness Assessment score are ineligible for entry into the AGR program.
2. Air National Guard members must meet the physical qualifications outlined in DAFMAN 48-123 prior to entry on AGR duty.
3. An applicant on a medical profile may apply for AGR tours as long as meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour.
4. For advertisements where the AFSC is not required prior to application, applicants must meet minimum ASVAB requirements for the advertised position.
5. Must meet any Special Requirements as specified in the Position Description.
6. Failure to obtain and maintain a SECRET or TOP SECRET (if applicable) security clearance will result in removal from the AGR program.
7. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
8. IAW ANGI 36-101, paragraph 5.3., to accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade for the AGR position. Overgrade 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 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 ANGI 36-101.
11. IAW ANGI 36-101, 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 when in the best interest of the unit, State, or Air National Guard.
12. Entry/retention requirements for AFS are outlined in the AFECD/AFOCD.

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**Length of Tour:** Initial AGR tour orders are probationary. The probationary period will not exceed six years. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).

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## APPLICATION REQUIREMENTS

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1. One signed original NGB Form 34-1 dtd 20131111 (Application for Active Guard/Reserve Position). Add primary email address in "Current Home Address Line".
2. Current Report of Individual Personnel (RIP); with minimum Secret Clearance. If secret clearance is expired (may not be older than 10 years from closing date) you must obtain security memo from the Wing security manager.
3. Passing report of individual Fitness results from the Air Force Fitness Management System (AFFMS) (not more than 12 months old from closing of advertisement).
4. AF Form 422 Notification of AF Member's Qualification Status (not more than 12 months old).
5. Statement of all active service performed. Any of the following documents may be used: NGB Form 22, 23A or 23b, DD Form 214's, or DD Form 1506 (Statement of Service).
6. Copy of State Civilian Driver's License.
7. Certificates of Training applicable to advertised position (Optional).
8. Overgrade Letter of Understanding (If applicable).
9. Professional resume including duty history.

### APPLICATION PACKAGE:

**Please ensure the package is in one single PDF and in the order of requirements above.** Applications are being accepted for Active Guard/Reserve (AGR) tour/duty under Title 32, Section 502f, United States Code. All MVA questions should be directed to POCs below.

**APPLICATIONS MUST BE SENT VIA EMAIL TO ALL OF THE INDIVIDUALS BELOW.**

**PLEASE ADD THE MVA NUMBER TO THE SUBJECT LINE.**

Ms. Caitlin Barkman; 860-292-2573; caitlin.barkman@us.af.mil  
MSgt Ashlynn Stone; 860-292-2443; ashlynn.stone@us.af.mil  
SFC Nicole Vassallo; 860-613-7617; nicole.j.vassallo.mil@army.mil  
Mr. Michael Beebe; 860-613-7616; michael.a.beebe13.civ@army.mil  
CW4 Stephanie Richard; 860-613-7608; stephanie.a.richard4.mil@army.mil