



JOINT FORCES HEADQUARTERS-INDIANA AIR NATIONAL GUARD MILITARY DUTY TOUR (AGR)



On Board AGR Only

ANNOUNCEMENT NO.		DATE ISSUED	CLOSING DATE
14-023-A-Air		14 February 2014	28 February 2014
UNIT OF ASSIGNMENT	LOCATION	CIVILIAN SERIES & GRADE	SALARY RANGE
JFHQ/Atterbury Range Det 1	Edinburgh	N/A	SMSgt
POSITION TITLE	PDCN	MINIMUM MILITARY GRADE	MAXIMUM MILITARY GRADE
Knowledge Ops Spec	TBD	E-7/MSgt	E-8/SMSgt

COMPATIBLE MILITARY ASSIGNMENT

Air Force Specialty Code (AFSC) 3D091

PERMANENT CHANGE OF STATION (PCS) FUNDING

FUNDS MAY BE AVAILABLE

MILITARY DUTY TOUR TYPE AND AREA OF CONSIDERATION

- Military Duty Tour, Active Guard/Reserve (AGR), under Title 32, U.S.C., Sec 502(f) Three (3) years with the potential for follow on tours.
- IAW ANGI 36-101, follow on tours for members with at least 20 years of TAFMS will be approved in 1-2 year increments.
- Open to **Females**

DUTIES AND RESPONSIBILITIES

Plans and organizes operations and software activities. Plans and supervises system installation, and evaluates facilities layout. Evaluates performance standards. Designs and develops organizational structures, and determines equipment, training, and supplies required for systems implementation and support. Interacts with customers to promote customer satisfaction. Establishes tactics, techniques and procedures. Executes operations plans to ensure positive control of assigned forces. Evaluates operational readiness of communications, sensors, intrusion detection, and related support equipment.

Directs activities responsible for system analysis and design, programming, operations and maintenance, security, systems management, technical support, plans, implementation, and resource management. Implements and interprets policies, directives, and procedures.

Establishes training requirements. Establishes training programs to meet local knowledge and certification requirements and to enhance professional awareness of technology.

Inspects and evaluates compliance with directives. Evaluates, rates, and prepares reports. Recommends and implements corrective action for improved methods and procedures. Evaluates effectiveness of equipment usage, systems performance, customer service, supplies, and system scheduling, processing, and maintenance.

Plans, programs, and develops budget inputs to ensure resource availability for operational requirements.

Manages development functions. Helps functional users define requirements. Recommends automated methods

to enhance resource use. Supervises functional user requirements translation into automated systems capabilities. Organizes software development teams that use software methodologies. Oversees database design to optimize collecting and retrieving information. Supervises test and evaluation efforts to determine errors in logic, information flow, and system performance. Organizes and participates in implementation and conversion. Ensures continued interface between functional users, and programming and operations personnel for implemented systems. Ensures compliance with standards for systems software and documentation

GENERAL EXPERIENCE

Knowledge is mandatory of: techniques and procedures of systems analysis and design; software methodology; communications-computer processing; system operation and maintenance; system and equipment capability, capacity, and logic; and performance measurement, security, and resource management.

OTHER REQUIREMENTS/CONDITIONS OF EMPLOYMENT

- Once selected and assigned, AGR members must remain in the position for a minimum of twenty-four (24) months.
- Applicants must meet requirements of ANGI 10-248, Air National Guard (ANG) Fitness Program.
- Applicants must have sufficient time remaining on current ANG enlistment or mandatory removal date to complete AGR Tour.
- Applicants should be able to complete 20 years Total Active Federal Military Service prior to reaching mandatory separation date (age 60).
- Once selected, members must maintain qualifications for mobilization and attend all Unit Training Assemblies (UTA), exercises, and periods of annual training.
- Current Technician employees that enter into the AGR program will be separated (or given the option of entering LWOP) from their Technician employment on the day prior to the AGR status effective date.
- Security Clearance:** Applicants must have or be eligible to obtain a **SECRET** security clearance.
- Medical/Physical:** Applicants must meet any medical standards or physical requirements designated for the position.
- Direct Deposit/Electronic Fund Transfer Program:** Selected candidate is required to participate as a condition of employment.
- Vice: Neukam

APPLICATION PROCEDURES

Interested applicants may apply for this AGR vacancy by submitting all of the following:

- Complete and SIGNED NGB Form 34-1.**
- **Applicants MUST submit CURRENT fitness assessment.**
- Current Record Review Listing (RRL-RIP).** Contact your local Military Personnel Flight (MPF) or visit the Virtual MPF. Applications must be delivered, Faxed, emailed or mailed to the Joint Forces Headquarters Indiana Human Resource Office and **MUST BE RECEIVED BY THE HUMAN RESOURCES OFFICE NOT LATER THAN 1600 HOURS ON THE CLOSING DATE OF THIS ANNOUNCEMENT.**
- **Incomplete application packets will NOT be considered for further review. If emailed, please submit all documents combined into ONE PDF attachment, if possible.**

POC is SSG Siefferlen: 317-247-3300 EXT: 3390, DSN 369-2300 EXT: 3390.

Applications must be delivered, emailed, or mailed to the Joint Forces Headquarters of Indiana Human Resources Office and must be received no later than **1600 hours on the closing date of this announcement. DO NOT CALL HR in regards to board times/dates. HR will notify you if you are selected.** Mailing address: Joint Forces Headquarters of Indiana, ATTN: Human Resources Office, AGR Branch, 2002 South Holt Road, Indianapolis, IN 46241-483, Email: ng.in.inarnng.mbx.mdihweb@mail.mil Original signature will be required for EMAILED copies at the time of the interview.

