



NEW JERSEY NATIONAL GUARD

ACTIVE GUARD RESERVE (AGR)

Announcement Number: NJANG 97-AF-25



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| POSITION TITLE: Maintenance Officer | AFSC 021A3 | OPEN DATE: 29 May 2025 | CLOSE DATE: Open Until Filled |
| UNIT OF ACTIVITY/DUTY LOCATION: 177th Maintenance Squadron, Egg Harbor Twp, NJ | | <input type="checkbox"/> | GRADE REQUIREMENT: Min: 03 Max: 04 |
| SELECTING SUPERVISOR: Maj Michele Kapurelos | Position Number 0113753934 | * Contingent on Controlled Grade Availability | |
| AREAS OF CONSIDERATION | | | |
| On-board NJ ANG AGR (Any AFSC) | | | |
| MAJOR DUTIES | | | |
| Please refer to attached pages for more info on the major duties and initial qualifications for this position for this AFSC or go to: https://www.my.af.mil to review the AFECD or AFOCD | | | |
| INITIAL ELIGIBILITY CRITERIA | | | |
| <p>*In addition to criteria listed on attached pages*</p> <ul style="list-style-type: none">- Security Clearance - Must be able to obtain: Secret-Bring your own billet <p>Transfer of BYOB control grade and resource authorization is needed from the relinquishing commander</p> | | | |
| ACTIVE GUARD AND RESERVE REQUIREMENT | | | |
| <p>IAW ANGI 36-101, 21 April 2022, paragraph Chapter 6, Initial AGR tour orders are probationary. The probationary period will not exceed six years. AGR tours may not extend beyond an Enlisted member's ETS or an Officer's MSD. Be advised that acceptance of an AGR Tour may result in future and unexpected out of state PCS or tours of up to one year or longer.</p> <p>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 Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.</p> <p>Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in DAFMAN 48-123, 8 December 2020, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour.</p> <p>Enlisted Airmen who are voluntarily assigned to a position which would cause an over grade must indicate such in writing; a voluntary demotion letter must be included with the application in accordance with ANGI 36-2502, 26 September 2024, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package. Application Package will not be forwarded without Administrative Demotion statement.</p> <p>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.</p> <p>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, See ANGI36-101 Attachment 3.</p> <p>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.</p> <p>If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the applicant.</p> | | | |

TECHNICIANS ENTERING AGR TOUR AND BONUS/INCENTIVES RECIPIENTS

Currently employed technicians may compete for AGR positions. If selected, permanent employees will have their Federal Employee Group Life Insurance (FEGLI) continue for 26 pay periods following their start date on AGR. If selected, your National Guard Association of the United States (NGAUS) will be terminated at the end of the pay period you begin LWOP/AUS. If selected, normally, your Federal Employee Health Benefits (FEHB) will terminate 30 days after AGR start date. Other pay related actions (i.e., TSP, advanced sick leave, etc.) should be reviewed with the Employee Relations Section of J1-HRO. Contact information: 609-562-0866/0300.

BONUS/INCENTIVE RECIPIENTS

If you currently receive any type of incentive such as bonus, student loan repayment, or GI Bill Kicker, these incentives will stop effective on the first day of full-time employment with the National Guard. Contact your RETENTION OFFICE MANAGER.

SPECIAL ANNOUNCEMENT CRITERIA

- Selection into [E8 / E9 / O4 / O5] positions is contingent on availability/state allocation of controlled grades.
- Selection into higher graded positions IS NOT a promise of promotion
- Upon selection additional medical verification will be required prior to start of AGR tour
- The publication of AGR orders by HRO will be the official appointment into the New Jersey Air AGR program.
No commitment will be made by the command to any applicant prior to the review of qualifications by the HRO and TAG approved appointment through the Officer Action Board (if applicable).
- Continuation beyond initial tour may be subject to evaluation based on AGR Continuation Board
- AGR Bring-Your-Own-Billet, authorization from the relinquishing commander is required.

APPLICATION PROCEDURES

Applications must be signed and dated. Applications received with an unsigned NGB 34-1 and RIP will not be forwarded for consideration. The application package must include all items 1-5 listed below. If the required documents are not submitted, a letter of explanation must be included. Submittal of any missing requirements after the closeout will NOT be accepted.

Use AGR Application Instructions from DMAVA website (<https://www.nj.gov/military/admin/vacancy/#air-agr-jobs>)

**Incomplete packages will not be considered for the position vacancy

**All application documents must be consolidated into a single .pdf file. (Do not put in a PDF Portfolio format)

1. Signed NGB Form 34-1 Application Form for Active Guard/Reserve (AGR) Position dated 20131111 (<https://www.nj.gov/military/admin/vacancy>)
2. Signed CURRENT full Records Review RIP from Virtual MPF <https://vmpf.us.af.mil/vMPF/Hub/Pages/Hub.asp>
3. CURRENT PASSING Report of Individual Fitness from MyFSS/MyFitness <(must not show a "fitness due date" that is in the past) (or) a signed letter from the UFPF. If exempt, please include Form 469 with application)
4. Current EPB/OPB – if you do not have a current EPB/OPB, submit last EPB/OPB and a MFR stating the missing reason.
5. Contact Information-on a separate document; Rank, Last, First Name, preferred contact email, and preferred contact phone#.
6. Inability to Retire as AGR SOU (if applicable) (<https://www.nj.gov/military/admin/vacancy>)
7. Administrative Grade Reduction (if applicable)- Current military grade cannot exceed maximum Military grade announced on Vacancy. Over graded applicants must include a memorandum indicating willingness to accept an administrative reduction if selected.
8. A copy of current VALID state driver's license.

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into ONE single PDF (adobe portfolio is not recommended) (consider printing signed documents to PDF prior to combining files)-Signatures may be stripped once they are saved.

PDF File Name should be Rank Last Name, First Name_Position Announcement Number

Example: TSgt Mouse, Mickey_VA 01-AF-23

Email Subject should be: TSgt Mouse, Mickey_VA 01-AF-23

Email Application Package to: ng.nj.njarng.list.nj-job-submission-agr-air@army.mil

** Applications will be accepted through GEARS (GEARS <https://gears.army.mil/>), if standard email procedures do not work**

QUESTIONS: Applicants may call HRO to verify receipt of application prior to closeout date.

Commercial 609-562-0887 or Commercial 609-562-0300 or ng.nj.njarng.list.nj-job-submission-agr-air@army.mil

Assistance will be rendered in the order the request was received.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: Selecting supervisor will contact qualified applicants for interviews after receipt of selection register from HRO REMOTE. After completion of interview, send selection register to HRO REMOTE. After the Human Resources Officer approves the selection package, the HRO office will send a notification letter to notify all applicants of their selection/non- selection.

THE NEW JERSEY NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, color, religion, gender, national origin, or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC some positions may have gender restrictions.

AFSC 21A4, Staff
 AFSC 21A3, Qualified
 AFSC 21A1, Entry

AIRCRAFT MAINTENANCE

(Changed 31 Oct 15, Effective 26 Feb 15)

1. **Specialty Summary.** Leads, trains, and equips personnel supporting aerospace equipment sustainment and operations. Manages maintenance and modification of aircraft and associated equipment. Administers aircraft maintenance programs and resources. Directs aircraft maintenance production, staff activity, and related materiel programs. Assesses unit capability and advises senior leadership. Related DoD Occupational Groups: 240400.

2. Duties and Responsibilities:

- 2.1. 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.
- 2.2. 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.
- 2.3. 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.
- 2.4. Manages quality assurance, maintenance training, budget and resource management, analysis, facilities, shared resources to include end-of-runway and weapons load training. Manages plans and programs, modifications, and modernizations requirements.
- 2.5. 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.
- 2.6. 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.
- 2.7. 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.

3. Specialty Qualifications:

- 3.1. Knowledge. The following knowledge is mandatory for award of the AFSC: maintenance and personnel management procedures, and organizational and mission requirements; capabilities, limitations, and basic operating principles of aircraft systems and components; theory of flight and airframe construction; life cycle sustainment, quality assurance; supply, transportation, logistics plans, contracting, flying operations, munitions, and other unit operations related to aircraft maintenance units.
- 3.2. Education. For entry education requirements see [Appendix A, 21A CIP Education Matrix](#).
- 3.3. Training. For award of the 21A3, completion of a formal AETC entry-level training course; minimum of 24 months assigned to a 21A position (Group Commanders may extend this requirement), and completion of the education and training requirements specified in the Aircraft Maintenance Officer Training Task List.
- 3.4. Experience. For award of AFSC 21A3, a minimum of 24 months of experience managing aircraft maintenance activities is mandatory.
- 3.5. Other. Not used.