

**WISCONSIN AIR NATIONAL GUARD
ACTIVE GUARD RESERVE (AGR) VACANCY ANNOUNCEMENT**

VACANCY ANNOUNCEMENT NUMBER: 21-005 ANG

OPENING DATE: 09 October 2020

CLOSING DATE: 23 October 2020

FILL DATE: TBD

POSITION TITLE: Safety

AFSC REQUIREMENTS: 1S071

Trainees Accepted

MINIMUM SKILL LEVEL REQUIRED: 3 Skill Level

GRADES AUTHORIZED TO APPLY: E5– E7

UNIT/LOCATION: CRTC, Volk Field, WI

AREA OF CONSIDERATION: Open to all eligible to enter the WI ANG AGR Program

ASVAB REQUIREMENTS:

M: A: 57 G: E:

P: 3 U: 2 H: 2 L: 2 E: 2 S: 1

MINIMUM QUALIFICATION REQUIREMENTS

1. Members must meet physical fitness standards IAW AFI 36-2905, Air Force Fitness Program.
2. Applicants with family members currently on-board are cautioned to review ANGI 36-101 for assignment restrictions.
3. Personnel must have sufficient retainability to permit completion of tour of duty. Cannot be eligible for or receiving an immediate Federal (Military or Civilian) retirement annuity.
4. **Each application will be screened for all mandatory AFSC entry criteria, if degree requirements are required, please enclose copies of transcripts.**
5. **While there is no minimum time in position required for application, if selected individual has less than 18 months in current position on initial tour or 12 months in position on subsequent tour, final approval is contingent upon TAG waiver.**
6. At a minimum, applicants must be able to obtain and /or maintain a favorable adjudicated personnel security investigation that is commensurate with their currently assigned AFSC. Inability to maintain a favorable background investigation or required security clearance may result in administrative action, including termination from employment.

CONDITIONS OF EMPLOYMENT

1. Individuals selected will be ordered to/or continued on full-time military duty under the provisions of Title 32 USC 502(f). Subsequent tours are at the discretion of the State Adjutant General. Member must remain in initially assigned position for a minimum of 24 months.
2. 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 in accordance with Attachment 2 of ANGI 36-101.
3. Applicants participating in the ANG Incentive Program may be terminated upon entry into full-time National Guard duty. See specific incentive agreement for termination rules.
4. Applicants must not have been separated "for cause" from active duty or a previous AGR tour.
5. Existing ANG Promotion Policies apply.

BRIEF DESCRIPTION OF DUTIES:

Plans, organizes, and directs safety activities for all three disciplines of Air Force safety (Flight, Weapons, and Occupational). Develops policies and procedures for implementing and evaluating safety programs. Coordinates with staff activities and operational sections to ensure safety requirements are integrated into the organization program. Maintains close liaison with federal, state, municipal, and private agencies sharing common safety concerns. Establishes work priorities and maintains systems to effect accomplishment of program processes. Arranges for group meetings or individual instruction through coordination with commanders and supervisors. Conducts and assists in managing safety programs. Evaluates safety program effectiveness. Coordinates with agencies and staff activities on safety related matters. Prepares and conducts briefings, meetings, training classes, and associated functions. Determines safety education requirements for groups or individuals. Develops training plans to ensure worker qualification and training. Prepares and conducts training programs for collateral duty safety personnel. Performs inspections, surveys, and program evaluations of areas and operations to identify mishap potentials and assess integration of risk management approach, safety equipment, and procedures. Performs periodic and special inspections of facilities, flight lines, maintenance, and industrial areas; munitions facilities and operations; and non- industrial and recreational areas. Operates motor vehicles to perform inspection and surveys. Reports findings, assigns risk assessment codes, recommends corrective actions, and conducts follow- up inspections. Participates in Hazardous Communication programs and other environmental programs. Reviews explosives quantity distance waivers and deviations, and processes hazardous air traffic reports. Reviews purchase, service, and construction contracts. Prepares safety criteria. Reviews contract proposals, statements of work, local purchase orders, and work requests for inclusion of safety criteria. Participates in workload planning and preconstruction conferences, pre and post award meetings, and pre and final inspections. Reviews engineering plans and drawings. Reviews base master plans and site plans affecting construction, airfield, and explosive safety criteria. Recommends revision in drawing or rearranging materials. Performs and assists in mishap investigations, prepares reports, and maintains records. Gathers factual mishap data, identifies causes, and recommends corrective actions to prevent recurrence of a similar mishap. Maintains a follow-up system. Analyzes mishap data. Performs trend analysis and recommends measures to correct unfavorable conditions or procedures. Provides safety consultation to commanders, supervisors, and functional managers on technical directives, safety criteria, and operational techniques. Conducts safety education. Performs or assists in planning and scheduling safety education programs. Prepares or assists in preparing and distributing safety promotional and informative materials.

SPECIALTY QUALIFICATION:

Knowledge. Knowledge is mandatory of fundamentals of safety education, public speaking, mishap prevention, human factors, industrial hygiene principles, industrial safety criteria, risk management, blueprint interpretation, mishap investigation techniques, methods of obtaining and distributing safety education materials, missile maintenance and servicing techniques, and the application of data automation to the safety function.

Education. For entry into this specialty, completion of high school or general educational development equivalency is mandatory. If member is not currently trained in some or any of the safety disciplines, they will attend all required schools.

Training. N/A

Other. The following are mandatory as indicated: For entry into this specialty: Prior qualification at the 5-skill level (3-skill level if no 5 level exists) in any AFSC. Ability to speak English clearly and distinctly IAW the Read Aloud Test (RAT) referenced in AFI 36-2018, Medical Examination of Applicants for United States Service Academies, Reserve Officer Training Corps (ROTC) Scholarship Programs, including two and three-Year College Scholarship Programs (CSP), and the Uniformed Services University of Health Sciences (USUHS). Must complete a 10 duty-day assessment period with the local Safety Office, on condition that travel to the local safety office does not require TDY funding, and have a memorandum/recommendation letter from the Occupational Safety Manager, or designated representative, summarizing assessment activities. (NOTE: RegAF only). See AFI 91-202 Attachment 14 for details. Ability to communicate effectively in writing. Recommendation by unit commander. Requires AF Career Field Manager approval for retraining (RegAFOnly). Minimum grade E-5. See attachment 4 for additional entry requirements. For entry, award, and retention of these AFSCs: Normal color vision as defined in AFI 48-123, Medical Examinations and Standards. Never been convicted by a general, special, or summary courts-martial. No record of acrophobia or claustrophobia. No history of emotional instability, personality disorder, or other unresolved mental health problems. No medical conditions preventing prolonged standing, repetitive movements, walking up to one mile, or walking up and down stairs. Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security. Must maintain a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, Vehicle Operations. For retention of these AFSCs, never been convicted by a civilian court of a Category 1, 2, or 3 offense, nor exceeded the accepted number of Category 4 offenses. Category 3 and 4 traffic offenses alone are not disqualifying. NOTE: Categories of offenses are described and listed in AFI 36-2002, Regular Air Force and Special Category Accessions, Uniform Guide List of Typical Offenses.

HOW TO APPLY

All documents must be personally identifiable and must include date if required.

All applicants must submit a complete application packet to J1 to be considered for an AGR position. All Applicants must submit an application that includes the following:

- Cover letter with Job Announcement Number and Position Title for which you are applying, current Military Status (AGR, Technician, Traditional, Active Duty), along with contact information (i.e. Phone numbers and an e-mail address). **Required for all applications.**
- If you are unable to obtain or must substitute required documents, a detailed statement must be provided in the Application Cover letter to justify the absence. **Failure to include justification for missing or replaced documentation in cover letter will result in disqualification of Application. Documents submitted after the closing date will not be accepted.**
- NGB Form 34-1** (Application for AGR Position) dated 11 November 2013 (**must be provided even if already AGR; must be signed and dated**). Manually signed copy accepted. Digital signature may fall off when combining PDF files. Double check prior to sending packet.
- Record Review RIP (NOT point credit summary or Career Data Brief)** complete and current. Other Service Components submit appropriate individual personnel information printout. This is used to verify AFSCs, aptitude scores, position status, time in service, time in grade, etc. This can be pulled from VMPF. If you cannot pull contact your A1.
- Member Individual Fitness Report**. All airmen will provide a satisfactory fitness test by the last day of the month, not outside 12 calendar months (must meet this requirement by the closing date). Will not accept the "I AM FIT" report.
- Current (within 12 months) **AF Form 422**, Physical Profile Serial Report. Other Service Components submit medical documentation that includes PULHES score and if any PULHES are a "3", a statement indicating that individual is Worldwide Deployable. If you do not know where to obtain a 422 contact your Medic section. A working copy will be accepted to show the process has been started if most current 422 is not within 12 months of the closing date. This is used to verify PULHES and medical readiness.
- DMA FORM 181-E** (Race and National Origin Identification). Form is required for packet. However, completion is voluntary. Please see further instructions on the form.
- All Other Service Component applicants must have their **ASVAB** raw scores converted to Air Force ASVAB scores and include them in a letter from either a Recruiter or MEPS Counselor.

1. E-mail **SCANNED** application encrypted to AGR POCs MSgt Melanie Kasten and SrA Toni Trentadue: melanie.j.kasten.mil@mail.mil, and toni.m.trentadue.mil@mail.mil. An email will be sent to confirm receipt of application. **Emails verifying receipt are not automatic.** Feel free to call Comm (608) 242-3723 or (608) 242-3730 to verify receipt of your packet. Scan file in as 1 PDF. Contact your unit to assist if needed.

2. **J1 will not review the application for completion or accuracy before the closing date. The applicant is responsible to ensure that application is complete and all required documents are correct and included.** If the application is incomplete, a letter will be sent to the individual indicating the reason for disqualification. All applications submitted become the property of the Human Resources Office and will not be returned.

3. Questions regarding this announcement may be referred to AGR Staffing, Comm (608) 242-3723 DSN 724-3723 or e-mail Ng.wi.wiang.mbx.j1-internet-feedback@mail.mil