

**California National Guard - Human Resources Office**  
**Air Active Guard Reserve (AGR) Vacancy**

**1 POSITION**

<b>Announcement Number:</b> A13-003		<b>Announcement Date:</b> 3 October 12	<b>Closing Date:</b> 2 November 2012
<b>Position Title:</b> <b>PD Title:</b> Supervisory Financial Tech <b>Military Title:</b> Finc Mgmt & Comp Supt		<b>Required AFSC:</b> 6F091	<b>Required grade at closeout of announcement:</b> E7-E8*
<b>Duty Organization/Location:</b> 163 RW March ARB, CA	<b>Selecting Official:</b> 163 LRS/CC		<b>PD Number:</b> TF-D1573000 & AFECD 1AUG12

**\*Selection to the grade of E8 is pending the availability of a control grade**

**MPCN: 3400988083, OSC: FMA, AFSC: 6F091**

**Area of Consideration**

**163 RW AGRs Only.** Open to current on-board AGRs of the 163 RW.

**Summary**

This position is located in an Air National Guard (ANG) Wing, Financial Management. The purpose of this position is to provide technical and administrative supervision of the accounting and entitlements operations and to assist the Financial Manager (FM) in the overall management of a full variety of financial services and programs. The incumbent plans, organizes, and reviews work within the Financial Services Flight for customer support of the wing and geographically separated units. Accomplishes duties in support of state and Federal Air National Guard operations, training, and readiness missions. Provides financial decision support, services, and resources to support the Air Force's war-fighting mission. Performs, supervises, manages and directs financial management activities both at home station and deployed locations. Provides customer service. Maintains financial records for pay and travel transactions. Maintains accounting records and prepares reports. Determines fund availability and propriety of claims. Accounts for and safeguards cash, checks, and other negotiable instruments. Processes commitments and obligations, payments, and collections. Serves as financial advisor to commanders and resource managers. Compiles, analyzes, and summarizes data. Prepares and executes budget execution plans. Performs audits and implements fraud prevention measures.

**Qualification Requirements**

**ASVAB skill level required for retraining into AFSC 6F0X1: G=57**

**There are three qualification groups that an applicant is rated:**

**Group A: Applicants that possess the AFSC and Skill Level:**

- Enlisted E7 and above must possess an awarded 7 or higher skill level in the advertised announcement.
- Must have the rank of the announcement.

**Group B: Applicants that are current on board CA Air AGR that do not have the AFSC and/or Skill Level:**

- Must be on board Air AGR of the California Air National Guard.
- Must have the ASVAB score to enter in the advertised AFSC.
- Must have the rank of the announcement.

**Group C: Applicants that do not have the AFSC and/or Skill Level and not employed as an Air AGR of the California Air National Guard:**

- Must have the ASVAB score to enter advertised AFSC.

- Must have the rank of the announcement.

### Conditions of Employment

- Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, *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.
- IAW ANGI 36-101, para 5.5. AGR Airmen are subject to the provisions of ANGI 10-248, Air National Guard (ANG) Fitness Program until superseded by AFI 36-2905, Fitness Program. 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 DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
- Must be eligible to acquire a minimum of 20 years of active duty prior to his/her mandatory separation date or age 60. (Exceptions may be considered by The Adjutant General).
- Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.

### Instructions for Applying

- **Interested applicants must submit the following mandatory documents. Incomplete/expired paperwork will not be considered. Other documents (EPRs/OPRs, Resume, etc.) are optional. Please DO NOT submit application in a folder, binder, etc, as it will be disassembled prior to forwarding to the selecting official. All basic qualifications and requirements MUST be met by the closing date of the announcement.**
- **NGB Form 34-1** Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on this form.
- **Copy of Records Review RIP within last 30 days.** May be obtained from your Personnel Records at your unit. For Air Force/Air National Guard you can obtain your Records Review RIP from your Military Personnel Flight or go to <http://wwa.afpc.randolph.af.mil/vs/> (RIP must show your ASVAB scores and awarded AFSCs).
- **Official Physical Fitness Assessment within last 12 months (Must have a satisfactory score).**

#### **COMPLETION OF APPLICATION:**

Applicants must type or print in legible dark ink, SIGN AND DATE each application. Failure to sign and date these forms will result in non-consideration. **Fax will not be accepted.** Applications will only be accepted if they are physically received in the application in-box NLT 1630 on the closing date of the announcement. No exceptions will be made.

#### **MAIL APPLICATIONS TO:**

California National Guard,  
9800 Goethe Road  
BOX 37 Attn: CAJS-J1-HR-Air AGR  
Sacramento, CA 95827-3561

### Remarks

Federal law prohibits the use of government postage for submission of applications.

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin.

