



## DEPARTMENT OF THE AIR FORCE MASSACHUSETTS NATIONAL GUARD

Human Resources Office  
2 Randolph Road  
Hanscom AFB, Massachusetts 01731-3001



### ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT #104-24-039

**OPEN DATE: 1 AUGUST 2024**

**EXPIRATION DATE: 16 AUGUST 2024**

**Open To: All commissioned members of the MA ANG and those eligible to be Appointing in the MA ANG**

**Number of Positions:** 1  
**Position Title:** LOGISTICS MANAGEMENT OFFICER  
**Unit/Duty Location:** 104TH FIGHTER WING, BARNES ANGB WESTFIELD, MA 01085  
**Min/Max Rank Authorized:** Capt – Lt Col  
**Duty AFSC:** ANY  
**Retraining Opportunity:** YES  
**Required AFOCD:** NA  
**USA Job Post:** NA  
**Position POC:** Lt Col Ryan Randall, ryan.randall.2.us.af.mil, 414-568-9151 x698-1361  
**Application Email:** [104fss.agrjobapps.org@us.af.mil](mailto:104fss.agrjobapps.org@us.af.mil)  
**HRO Remote:** 413-568-9151 ext. 698-1290 / 698-2509

**\*POSITION IS CONTINGENT UPON THE AVAILABILITY OF FUNDS AND RESOURCES\***

**\*\*THIS IS A ONE TIME OCCASIONAL TOUR FOR UP TO 3 YEARS\*\***

**1. Specialty Summary.** Integrates the spectrum of the logistics readiness processes within the operational, acquisition, and wholesale environments. The major logistics competencies and proficiencies including the competencies of Deployment, Distribution and Transportation, Supply Management, and proficiencies of Fuels Management, Transportation (Air or Ground), Vehicle Management, Life Cycle Logistics, and Logistics Plans. Related DoD Occupational Group: 280100.

#### **2. Duties and Responsibilities:**

**2.1. Supply.** Directs materiel management operations to include direction and management of retail or wholesale supply activities. Included are environmental compliance and inventory management. Determines, computes, and analyzes current and projected materiel requirements; applies authorizations and allowances; establishes and maintains non-demand based stock levels; manages asset positioning; inspects, reviews, and evaluates work methods and procedures. Ensures accountability is maintained for supplies, equipment, Nuclear Weapons Related Materiel (NWRM), War Reserve Materiel (WRM) and Mechanized Materiel Handling Systems (MMHS). Determines effectiveness of functional data systems. Manages assigned information systems and applies approved standards and criteria to ensure proper implementation, operation, and results. Develops plans, programs, policies and procedures to manage materiel management activities, including analysis, determination and computation of requirements, asset serviceability and shelf life management, plans for mission changes facility requirements, equipment allowances, and materiel accounting. Executes working capital fund and determines budget requirements. Provides guidance on handling of readiness materiel stocks, including location, type of storage, protection, security, and quality control.

**2.2.1. Supply Chain.** The DoD supply chain is a global network that provides materiel, services, and equipment to the joint force. The fundamental goal of the supply chain is to understand the requirements, maximize force readiness and optimize the allocation of joint resources. The functional capabilities that contribute to the DoD supply chain include management of supplies and equipment, inventory management, repair chain, management of global supplier networks, and assessment of global requirements, resources, capabilities, asset disposal and risks. The DoD's supply chain responsiveness and reliability affects the readiness and capabilities of US military forces and is critical to the overall success of joint operations.

**2.1.2. Supply Chain Management.** Supply chain management involves identification and coordination of requirements, planning and synchronizing joint supply activities throughout DoD, and managing key global suppliers to support Combatant Commander requirements. Critical elements of supply chain management include understanding and prioritizing requirements; visibility of forces as they maneuver, identifying mission-essential weapon systems and equipment; visibility of materiel moving through the distribution pipeline; ability to accurately forecast demands for sustainment; and prioritization of supply tasks in the area of responsibility (AOR). Operational planners can work with logistics planners to optimize supply chain operations and identify requirements to providers. Planners identify mission priorities, assess risks, and plan for the protection of the supply chain in the operational theater. Additional

responsibilities include planning for secure storage and disposition of hazardous materials, planning to retrograde material and equipment, and establishing Joint Logistics Enterprise visibility of materiel requirements.

2.1.3. **Supply Chain Areas.** Joint logisticians must integrate all three areas of the DoD supply chain: managing supplies and equipment, managing inventory, and managing global supplier networks to provide responsive supply operations

2.2. **Vehicle Management.** Directs vehicle management operations to include coordination of vehicle and equipment requirements, allocations, priorities, and warranty repairs. Evaluates quality of operator care and maintenance. Determines operational requirements and specifications including reliability, maintainability, and standardization for facilities, vehicles and materiel handling equipment. Develops policies and procedures for the administration of vehicle accidents and abuse programs. Collects and analyzes data on vehicle operations and maintenance. Manages compliance with Air Force energy objectives for leased and Air Force owned ground vehicles.

2.3. **Fuels.** Directs fuels operations including environmental compliance and inventory management of ground fuel, aviation fuel and cryogenics. Determines petroleum provisions, computes and analyzes current and projected petroleum and cryogenic requirements; computes, establishes and maintains stock levels to meet peacetime and wartime requirements; manages fuel received from pipeline, tank trucks, rail cars, and marine vessels. Manages fuel dispensing systems, fuel storage facilities, cryogenic storage and production, and sample and test fuel samples. Develops and plans procedures to manage fuel activities including system design, plans for mission changes, facility requirements, equipment allowance, required reporting and accounting. Interprets fuels directives. Inspect, reviews and evaluates work methods and procedures. Resolves problems related to commander, staff and operating units on peacetime, wartime and contingency fuels support. Coordinates with elements of DoD and other governmental organizations to assure support to customers.

2.4. **Life Cycle Logistics.** Directs acquisition/life cycle logistics activities. Plans for and manages systems, subsystems, and equipment throughout their life cycle, including integrated logistics support activities and modernization/obsolescence planning. Develops, initiates, integrates, and manages all logistics actions associated with life cycle management of weapon systems, subsystems, and equipment. Serves as logistics focal point throughout the system's life cycle. Formulates logistics requirements for weapon systems.

2.5. **Transportation.** Directs Transportation operations to include managing cargo distribution functions including receiving, inspecting, tracing, tracking, packaging, and shipping of supplies, NWRM, equipment, and war readiness spares. Responsible for logistics pipeline management and time-sensitive delivery of materiel in support of peacetime, contingency, and wartime operations. Maintains in-transit visibility for shipments of personal property, passengers, supplies and equipment.

2.5.1. **Ground Transportation.** Responsible for the safe and efficient transportation of personnel and cargo within and between installations in support of daily and contingency operations. Resolves problems related to shipment staging, safety, and fire hazards. Manages shipment storage space utilization and develops and maintains a shipment storage facility and mechanized material handling equipment modernization program to include maintenance, future upgrades, and working stock requirements. Determines readiness requirements, including emergency supply support plans, tactical and strategic movement of personnel, materiel, and units. Schedules and coordinates movement of cargo, personnel, and personal property by commercial or military modes using systems that interface with defense total asset visibility systems. Uses In-Transit Visibility (ITV) systems. Coordinates with elements of DoD and other governmental organizations to assure support to customers. Ensures proper allocation and effective use of transportation resources. Establishes and administers an effective packaging and preservation program. Evaluates movement forecasts and flow of personnel and cargo into the transportation system, movement capabilities, and efficiency of modes used.

2.5.2. **Air Transportation.** Directs aerial port operations including management of fixed and mobile air terminals through various subprocesses

to include: Fleet Services, Aerial Delivery, Passenger Terminals, Freight, and Air Terminal Operations. Coordinates transportation support requirements and capabilities with other agencies using DoD and USAF logistics, transportation, and ITV systems. Evaluates movement forecasts and flow of personnel and cargo into the most efficient mode of the Defense Transportation System.

2.6. **Logistics Plans.** Directs peacetime, contingency, and wartime logistics planning operations including deployment command and control, Logistics Readiness Centers, Combat Support Center activities, deployment, bed-down, and redeployment activities. Integrates Combat Support planning efforts, conducts readiness assessment of logistics activities, conducts contingency planning, base support and expeditionary site planning, WRM management, support agreement management, Acquisition Cross-Servicing Agreements, manages logistics Time-phased Force Deployment Data and Unit Type Codes. Enables international theater security cooperation and interoperability, operating in coalition or Joint environments often working with contractors, host-nations.

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## LENGTH OF TOUR

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Initial AGR tour orders are probationary. The probationary period will not exceed three 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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## 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 AFI 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. If advertisement is a retraining opportunity, applicants who do not hold the duty AFSC for the position must meet minimum ASVAB requirements.
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. Officers may not enter into the AGR program in an overgrade status.
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. Additional entry/retention requirements for AFSCs are outlined in the AFECD/AFOCD.

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## APPLICATION REQUIREMENTS

Items 1-3 can be found on the following link under the "AGR Job Application" forms : [Mass National Guard Website](#)

1. NGB Form 34-1
2. SF 181 Ethnicity and Race Identification
3. Pre-Employment Reference Check Form (Not required for 104th permanent onboard AGRs)
4. Report of Individual Personnel (RIP): [vMPF](#)  
-Click on: "Self Service Actions" – "Personnel Data" – "Record Review/Update" – "View/Print All Pages"
5. AF Form 422: Verified w/in 6 months from MDG: [ASIMS](#)
6. myFitness Individual Tracker Report: Current & passing w/ 12 months: [myFitness](#)
7. Last 3 EPRs: [PRDA](#)

\*Right click each hyperlink – Copy Link Location – Paste and Go in Web Browser\*

- Applications must be submitted by email NLT 2359 on the advertisement expiration date.
- All required documents must be submitted as one \*PDF (no portfolios) to: [104fss.agrjobapps.org@us.af.mil](mailto:104fss.agrjobapps.org@us.af.mil)

\*NOTE: To combine files in one PDF, you must print any secure and/or digitally signed documents to "Microsoft PDF." Once printed, you can combine the newly printed PDF files with all other application documents.\*

**SUBJECT LINE OF EMAIL SUBMISSION MUST CONTAIN FULL BULLETIN NUMBER**