



**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 #102-24-48

OPEN DATE: 27 June 2024

EXPIRATION DATE: 26 August 2024

Open To: All members that currently holding the 2W0X1 AFSC

Number of Positions:	One
Position Title:	MUNITIONS SYSTEMS
Unit/Duty Location:	102d Logistics Readiness Squadron, Otis ANGB, MA
Minimum/Maximum Grade Authorized:	A1C / TSgt
Duty AFSC:	2W051
Required ASVAB:	M – 60 and/or G - 57
Security Clearance:	Secret
PULHES:	3-3-3-2-3-1

POC: CMSgt Edward Winchester (508)-968-4265, email Edward.Winchester.1@us.af.mil

HRO Remote: Ms. Kimberly Brown (508) 968-4596, email 102.IW.HRO.Org@us.af.mil

POSITION IS CONTINGENT UPON THE AVAILABILITY OF FUNDS AND RESOURCES

PCS Authorized

1. SPECIALTY SUMMARY:

1.1. Responsible for safety, security, and accountability of all nonnuclear munitions and related components. Performs and manages munitions production and materiel tasks and activities. Identifies munitions and equipment requirements. Operates and maintains automated data processing equipment (ADPE) to perform inspection, testing, and stockpile management activities. Stores, maintains, assembles, issues, and delivers assembled nonnuclear munitions. Routinely demilitarizes nonhazardous munitions. Operates and maintains munitions materiel handling equipment (MMHE). Develops and implements munitions materiel management concepts and procedures. Complies with explosive, missile, and ground safety, security, and environmental directives and practices. Identifies munitions by filler, color code, marking, or physical characteristics. Receives, stores, handles, and transports nuclear weapons. Related DoD Occupational Subgroup: 164500.

2. DUTIES AND RESPONSIBILITIES:

2.1. Tests, assembles, and processes nonnuclear munitions. Prepares munitions for loading on aircraft. Checks safe and arm mechanisms. Installs warheads, guidance units, fuses, arming wires, squibs, strakes, wings, fins, control surfaces, and tracking flares. Processes aircraft gun ammunition. Maintains and reconditions munitions and MMHE. Reconditions, repairs, and replaces defective or missing parts. Maintains operational or bench stock materiel and secures replenishment. Modifies munitions and MMHE when directed. Inspects munitions for serviceability and applies munitions product assurance procedures. Installs spotting charges in bombs. Processes ammunition. Inspects

ammunition, components, and containers for defects. Prepares documentation indicating identification and quantity of assets. Performs routine demilitarization of nonexplosive munitions items. Repackages munitions and applies container markings.

2.2. Receives, stores, handles, and transports nonnuclear munitions via multiple modes (air, sea, land). Unloads and unpacks munitions. Checks shipping documents for accuracy. Delivers munitions to assembly, storage, or maintenance areas. Prepares munitions for shipment. Determines and maintains storage facilities, reports, safety, and security requirements. Performs inspections and maintains inspection and storage records. Issues nonnuclear munitions. Performs operator maintenance on munitions vehicles and equipment. Performs munitions materiel management and materiel accounting functions. Performs and oversees management and procedural application of manual and automated positive inventory control. Determines inventory control actions. Conducts inventories and corrects discrepancies. Accomplishes requisitioning actions and maintains due-in, due-out, and status files. Maintains source document control and ensures validity and completeness. Recommends system and program changes to data processing methods. Develops and maintains stock level data. Monitors excess munitions programs. Prepares reports. Operates and maintains ADPE for munitions accounting, reporting, and status configuration. Coordinates with maintenance activities on repairable munitions components. Obtains material for equipment modifications, periodic component exchange, and maintenance. Receives, stores, handles, and transports nuclear weapons.

2.3. Establishes and evaluates performance standards, maintenance controls, and work procedures. Computes data to support financial planning and programming. Analyzes and validates munitions host-tenant and interservice munitions support agreements and plans. Develops methods and techniques to maintain and recondition munitions and handling equipment. Evaluates munitions account condition, identifies deficiencies, and initiates corrective actions. Ensures compliance with policies, directives, and procedures. Evaluates munitions equipment maintenance. Evaluates procedures for assembling, renovating, and storing munitions, and procedures for demilitarization of nonexplosive munitions. Provides status information and expected completion dates. Analyzes mission effectiveness, program requirements, and stock control levels, and validates requirements. Analyzes stockpile requirements to determine type and quantity of munitions facilities needed to safely store, inspect, maintain, and secure munitions assets.

SPECIAL REQUIREMENTS:

3.1. Knowledge. Knowledge is mandatory of: composition and characteristics of munitions, storage, safety, and security and environmental requirements and procedures; fusing and arming systems; technical drawings; precision measuring tools and equipment; wiring diagrams; handling, use, and disposition for nonhazardous materials; munitions materiel accounting systems; basic mathematics; policies and procedures for accountability and pecuniary liability; techniques of munitions materiel management and procurement; Air Force property accounting; munitions policies and procedures; inventory and stock control; preparing and maintaining munitions records and documents; procedures for hazardous and nonhazardous materials; and procedures for assets turn in.

3.2. Education. For entry into this specialty, completion of high school or General Education Development equivalency is mandatory.

3.3. Training. The following training is mandatory for award of the AFSC indicated:

3.3.1. 2W031. Completion of a basic munition's systems course.

3.3.2. 2W051. Completion of the 2W051 CDC and 12 months of OJT (minimum of 9 months for retrainees).

3.3.3. 2W071. Completion of the Air Force Combat Ammunition Planning and Production course (PDS code 8RM) and 12 months OJT.

3.3.4. 2W091. Completion of the Advanced Munitions Systems, J3AAR2W091 047A or successor course and completion of the Air Force Combat Ammunition Planning and Production course (PDS code 8RM) as a Senior NCO.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated:

3.4.1. 2W051. Qualification in and possession of AFSC 2W031. Also, experience is mandatory in performing functions such as warehousing, accounting, mechanical assembly, electronics, transportation of munitions, use of hand tools, and preparing and maintaining documentation and records for inventory management actions involving manual or automated systems or both.

3.4.2. 2W071. Qualification in and possession of AFSC 2W051. Also, experience is mandatory in supervising or performing functions such as receipting, identifying, inspecting, storing, reconditioning, issuing, delivering, maintaining, testing, and assembling guided and unguided munitions; or preparing and maintaining documentation and records for inventory management actions.

3.4.3. 2W091. Qualification in and possession of AFSC 2W071. Also, experience is mandatory in managing functions such as accountable munitions material operations; munitions storage, maintenance, and assembly functions; munitions inspection; equipment maintenance; line delivery and handling functions; computing levels; automated data processing; or maintaining munitions material management accounts.

3.5. Other. The following are mandatory as indicated:

3.5.1. For entry into the specialty:

3.5.1.1. Normal color vision as defined in DAFMAN 48-123, Medical Examinations and Standards.

3.5.1.2. See attachment 4 for additional entry requirements.

3.5.2. Retraining into the 2W0XX career field within the Air Force (Active, Reserves and Air National Guard) is restricted to the grades of E-7 and below with less than 15 years of total federal military service.

3.5.3. For entry, award, and retention of these AFSCs:

3.5.3.1. Must not have chronic, untreated emotional instability or other unresolved mental health conditions.

3.5.3.2. Normal depth perception as defined in DAFMAN 48-123.

3.5.3.3. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, Vehicle Operations.

3.5.3.4. Never been convicted of domestic violence IAW the Lautenberg amendment to the Gun Control Act of 1968 and AFI 31-117, Arming and Use of Force by Air Force Personnel.

3.5.4. For award and retention of these AFSCs:

3.5.4.1. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environments. For award and retention of AFSCs 2W0XX, completion of a current T3

Investigation IAW DoDM 5200.02, AFMAN 16-1405, Air Force Personnel Security Program, is mandatory.

NOTE: Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 - 1405.

3.5.4.2. For award and retention of these AFSCs, must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.

MINIMUM QUALIFICATION REQUIREMENTS:

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 DAFMAN 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. Applicants who do not hold the duty AFSC for the advertised 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. Entry/retention requirements for AFS are outlined in the AFECD/AFOCD.

LENGTH OF TOUR:

Initial AGR tour orders are probationary. The probationary period will be a minimum 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).

APPLICATION REQUIREMENTS:

- 1. NGB Form 34-1, signed <https://massnationalguard.org/assets/ngb-form-34-1.pdf>
 - 2. Current Report of Individual Personnel (RIP): Obtain from Virtual Military Personnel Flight (vMPF) – Self-Service Actions
 - Select “Personal Data”
 - Select “Record review/Update”
 - Scroll to bottom on left hand panel click “view/print all pages”
 - A printer friendly window should pop up to print, if not, right click on page and scroll down to print
 - 3. Copy of last promotion order (OFFICERS ONLY) may be obtained from PRDA
 - 4. AF Form 422: Must be obtained and verified by Medical Group within 6 months of submission
 - *For enlisted members **NOT** part of the MA ANG the AF 422 **MUST** be within 2 years
 - *For officers **NOT** part of the MA ANG **OR** commissioning opportunity the AF 422 **MUST** be within 1 year and include the following:
 - Purpose of physical: Commissioning / Officer Transfer / Officer Reappointment
 - Date of physical exam / PHA / RCPHA
 - Physical is cleared for Commission / Officer Transfer / Reappointment Statement
 - 5. . myFitness Individual Tracker Report: Current & passing w/ 12 months
<https://myfss.us.af.mil/USAFCommunity/s/login/?ec=302&startURL=%2FUSAFCommunity%2Fs%2F>
 - 6. SF 181, Ethnicity and Race Identification <https://massnationalguard.org/assets/sf-181.pdf>
 - 7. Pre-Employment Reference Check Form <https://www.massnationalguard.org/assets/pre-employment-reference-check2.pdf> (not required for current permanent MA ANG AGRs)
 - 8. CORI, signed (not required for current permanent MA ANG AGRs)
<https://www.massnationalguard.org/assets/cori-request-baker--2016.pdf>
 - 9. Copy of driver’s license, front and back (not required for current permanent MA ANG AGRs)
 - 10. Last 3 EPR/OPR ***A MFR must be submitted for any missing EPR/OPR**
 - 11. Retraining Acknowledgment Document (required for applicants who do not hold the AFSC – Contact HRO-Remote for template)
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- Use the Wingman concept to proof read application
 - All required documents must be submitted electronically as **ONE** .pdf file to Ms. Kimberly E. Brown NLT 2359 on the advertisement expiration date
 - Include **ONLY** the documents listed above