



**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 #104-26-026**

**OPEN DATE: 15 APRIL 2026**

**EXPIRATION DATE: 14 MAY 2026**

**Open To: Promotion Opportunity – On-Board AGR - 104 Communication Squadron**

<b>Number of Positions:</b>	<b>1</b>
<b>Position Title:</b>	<b>CLIENT SERVICE CENTER</b>
<b>Unit/Duty Location:</b>	<b>104TH FIGHTER WING, BARNES ANGB WESTFIELD, MA 01085</b>
<b>Min/Max Rank Authorized:</b>	<b>TSGT – MSgt</b>
<b>Duty AFSC:</b>	<b>1D771</b>
<b>Retraining Opportunity:</b>	<b>NO</b>
<b>Required ASVAB:</b>	<b>NA</b>
<b>PULHES:</b>	<b>NA</b>
<b>Security Clearance:</b>	<b>SECRET</b>
<b>Position POC:</b>	<b>CMSgt Kristin Martin, 413-568-9151 ext. 698-1477, kristin.martin.1@us.af.mil</b>
<b>Technician Advertisement:</b>	<b>N/A</b>

**Application Submission for 104<sup>th</sup> Members:** [How to Submit an AGR Package](#)

**Application Email for non-104<sup>th</sup> Members:** [104fss.agrjobapps.org@us.af.mil](mailto:104fss.agrjobapps.org@us.af.mil)

**HRO Remote:** 413-568-9151 ext. 698-1290 / 698-1252

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

**SPECIALTY SUMMARY:**

IT Systems personnel can perform three primary work roles: Technical Support, Systems Administrator, and Network Operations. IT systems technicians qualified as Technical Support manage and maintain client devices and accounts as well as routine tasks on network devices and infrastructure to troubleshoot and resolve network connectivity issues. At intermediate and advanced proficiency levels, Systems Administrators manage and maintain server operating systems and software applications. Network Operations personnel install, support, and maintain network infrastructure devices and systems. Each role requires a unique set of skills and competencies, and IT systems personnel may specialize in one or more of these work roles depending on their expertise, interests, and the position requirements. IT systems manage and perform Warfighter Communications in all environments in support of the overall requirements to survey, secure, protect, defend, preserve, design, build, operate, and extend data, networks, net-centric capabilities, and other designated systems. This Air Force Specialty Code incorporates the use of DCWF codes to tie this specialty to the framework. The DCWF was developed by the National Institute of Standards and Technology (NIST) and the DoD to establish a common lexicon and model for all cyber work. The DCWF will universalize training and education between academia, industry, and military. It will also enable talent management by ensuring the right Airmen, for the right assignment, at the right time. DCWF work roles associated with this specialty will be listed in the Career Field Education and Training Plan (CFETP).

**DUTIES AND RESPONSIBILITIES:**

The available duties and responsibilities can encompass: Technical Support. IT systems personnel qualified as Technical Support design, build, provision, maintain, and sustain information systems, including warfighter communications, within the Department of the Air Force (DAF). This role is responsible for deploying, sustaining, troubleshooting, and repairing standard voice, data, video network, and cryptographic client devices in fixed and deployed environments. The individual will manage client user accounts and organizational client device accounts and perform, coordinate, integrate, and supervise network design, configuration, operation, defense, restoration, and improvements. System Administrator. IT systems personnel qualified as a System Administrator design, build, provision, maintain, and sustain information systems, including warfighter communications, within the Department of the Air Force (DAF)... The individual will install, support, and maintain server operating systems or other computer systems and the software applications pertinent to its operation, while also ensuring current defensive mechanisms are in place. They will also respond to service outages and interruptions to network operations and administer server-based networked systems, distributed applications, network storage, messaging, and application monitoring required to provision, sustain, operate, and integrate cyber networked systems and applications in garrison and at deployed locations. Network Operations. IT systems personnel qualified as Network Operations, design, build, provision, maintain, and sustain information systems, including warfighter communications, within the Department of the Air Force (DAF) This role is responsible for deploying, sustaining, troubleshooting, and repairing standard voice, data, and video network infrastructure systems, IP detection systems, and cryptographic equipment .The individual is also responsible for fabricating, terminating, and interconnecting wiring and associated network infrastructure devices. They will also respond to service outages and interruptions to network operations. Expeditionary Communications delivers cyber capabilities in austere and mobile environments. Expeditionary Communications includes all applicable statutes, but specifically datalinks, the building, operating, maintaining, securing, and sustaining of tactical and communications networks when needed to support warfighter requirements, systems employed in austere, mobile, and/or expeditionary environments, to provide command and control in support of Air and Space Force missions.

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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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**SPECIAL REQUIREMENTS**

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Knowledge. This specialty requires knowledge principles, technologies, capabilities, limitations, and cyber threat vectors of servers, clients, operating systems, databases, networks and related hardware and software. Cybersecurity principles include national and international laws, policies, and ethics related to operational cybersecurity; operational risk management processes; and specific operational impacts of lapses in cybersecurity. The installation and maintenance management functions include wire transmission principles; electrical and light wave communications; wireless fundamentals, and cable testing procedures. Education. For entry into this specialty, completion of high school or general educational development equivalency is mandatory. Additional courses in Science, Technology, Engineering, and Mathematics (STEM) are desirable. Associate degree or higher in related fields and/or Information Technology (IT) certification is desirable.

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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

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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. **NON-104<sup>th</sup> Members:** 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)

**Make sure your PDF is saved in one PDF: (LASTNAME\_Advertisement#)**

- 104th Members please submit using HRO Ticket System: <https://usaf.dps.mil/sites/104FW/Services/SitePages/How-to-Submit-an-AGR-Package.aspx>
- Non 104th Members please submit via email: [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 for NON 104<sup>th</sup> Members**

MCPN: TBD  
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