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 #104-27-005

OPEN DATE: 29 October 2026 **EXPIRATION DATE: 30 November 2026**

Open To: On-Board AGRs 104 Logistics Readiness Squadron

Number of Positions:	**1**
Position Title:	**FLEET MANAGEMENT AND ANALYSIS**
Unit/Duty Location:	**104TH FIGHTER WING, BARNES ANGB WESTFIELD, MA 01085**
Min/Max Rank Authorized:	**TSgt(E-5)-MSgt(E-7)**
Duty AFSC:	**2T3X7**
Retraining Opportunity:	**YES (E6 and below)**
Required ASVAB:	**A: 41**
PULHES:	**G,3,3,3,2,3,3**
Security Clearance:	**SECRET**
Position POC:	**MSgt Benjamin Digiammo, 413-568-9151 ext. 698-2258, benjamin.digiammo@us.af.mil**
Technician Advertisement:	**N/A**

Application Submission for 104th Members: How to Submit an AGR Package
Application Email for non-104th Members: 104fss.agrjobapps.org@us.af.mil

POSITION IS CONTINGENT UPON THE AVAILABILITY OF FUNDS AND RESOURCES

SPECIALTY SUMMARY:

Supervises and performs the scheduling and analysis of maintenance performed on vehicles and equipment. Oversees fleet management and accounts for vehicle fleet. Uses a computer to manage the vehicle data collection system and develops local retrievals to obtain specific data. Performs materiel control functions. Files historical data and maintains vehicle records. Related DoD Occupational Subgroup: 155800.

DUTIES AND RESPONSIBILITIES:

1. Supervises and performs On-Line Vehicle Interactive Management System (OLVIMS) and fleet management functions. Manages vehicle leasing program. Inputs data to the OLVIMS and Standard Base Supply System (SBSS) computer systems and verifies data accuracy. Prepares, reviews, and corrects OLVIMS system products. Develops base vehicle priority buy program, vehicle minimum essential levels, vehicle priority recall listing and vehicle rotation plan. Performs fleet maintenance, operations analysis, and vehicle control program. Develops local retrievals to obtain specific data and analyzes this data for specific trends. Coordinates with work center supervisors and using organizations to ensure a timely repair of assigned vehicles. Monitors contract and warranty repairs, status, and funding. Develops and administers long and short-range plans and programs for completion of preventative maintenance and inspections, special inspections, and projects. Programs vehicles for depot maintenance on a five-year maintenance plan. Controls and administers the delayed maintenance and accident and abuse programs. Operates computers and calculators. Maintains and files vehicle historical data and records jackets. Analyzes data for deviations from specific performance indicators and helps to develop corrective actions.
2. Performs vehicle management data reporting/transfer as required. Uses Logistics Installation and Mission Support Enterprise View
3. Vehicle View (LIMS EV-VV). Collects data for mandated reporting requirements such as Resource

Conservation and Recovery Act (RCRA), Status of Resources and Training Systems (SORTS), etc.
4. Assembles specific vehicular information by extracting and tabulating maintenance data in a logical presentation sequence using automated and manual methods. Prepares data for presentation in tabular, chart, graphic and summary form. Gives written and narrative summaries to meet management needs.
5. Manages Air Force equipment management system program for vehicle fleet. Develops alternative sources of support for operational vehicle shortfalls. Manages vehicle custodial account and vehicle authorization and utilization program, prepares, and defends base level submission for central appropriated funds procurement of motor vehicles and other budgetary accounts. Reviews and coordinates on statements of work and performance requirements documents requiring government vehicles. Monitors and coordinates on military construction projects.
6. Inputs routine and Mission Capable (MICAP) requisitions in SBSS, monitors Due-In From Maintenance (DIFM) Program and processes SBSS inquiries.

LENGTH OF TOUR

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).

SPECIAL REQUIREMENTS

3.5.2. 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.*

3.5.3. Must possess a valid state driver's license to operate government motor vehicles (MGC) in accordance with AFI 24-301, *Ground Transportation.*

3.5.4. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environments.

3.5.5. Completion of current T3 background investigation according to AFMAN 16-1405, *Personnel Security Program Management* is mandatory.

3.5.6. Retraining into the 2S0XX career field within the Air Force Reserves and Air National Guard is restricted to the grades of E-6 and below with less than 10 years of Total Federal Military Service.

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 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.

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. **NON-104th Members: AF Form 422: Verified w/in 6 months from MDG: ASIMS**
6. **myFitness Individual Tracker Report: Current & passing w/ 12 months; Body Composition Rip: 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_Advertisment#)

- ☐ **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**

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 104th Members

MCPN: ON AGR Only