



**JOINT FORCES HEADQUARTERS-INDIANA
AIR NATIONAL GUARD MILITARY DUTY TOUR (AGR)**



Open

ANNOUNCEMENT NO.		DATE ISSUED	CLOSING DATE
17-021-A-AIR		4 January 2017	4 February 2017
UNIT OF ASSIGNMENT	LOCATION	CIVILIAN SERIES & GRADE	SALARY RANGE
122 nd Fighter Wing	Fort Wayne, IN	N/A	A1C/SSgt
POSITION TITLE	PDCN	MINIMUM MILITARY GRADE	MAXIMUM MILITARY GRADE
Packer	1022059	E3/A1C	E5/SSgt
COMPATIBLE MILITARY ASSIGNMENT			
Air Force Specialty Code (AFSC) 2T0X1			
PERMANENT CHANGE OF STATION (PCS) FUNDING			
FUNDS MAY BE AVAILABLE			
MILITARY DUTY TOUR TYPE AND AREA OF CONSIDERATION			
<input checked="" type="checkbox"/> Military Duty Tour, Active Guard/Reserve (AGR), under Title 32, U.S.C., Sec 502(f) <u>Three (3) years with the potential for follow on tours.</u>			
<input checked="" type="checkbox"/> IAW ANGI 36-101, follows on tours for members with at least 20 years of TAFMS will be approved in 1-2 year increments.			
<input checked="" type="checkbox"/> Open to Females.			
DUTIES AND RESPONSIBILITIES			
<p>Interprets packing manuals and specifications and determines containers, protective devices, cushioning materials, methods, and techniques needed for packing a variety of tools, parts, equipment, and other items, taking into consideration such factors as size, type, weight, fragility, hazardous materials, transportation mode, and destination of items. Determines requirements for special internal support systems, e.g., hangers, mounts, and brackets, and custom packs items by fitting containers around parts, equipment, and other items of unusual size and shape. Constructs containers such as crates, boxes, cases and skids for use in shipment of items, utilizing blueprints when available to determine proper support requirements for items being prepared for shipment. Many items to be containerized are characterized by their irregular shapes, weight and size, and unbalanced nature requiring a determination of weight support points to prevent such items from shifting, moving, breaking loose, or becoming damaged. Selects the proper type and grade of wood, masonite, plastic or other materials needed and plans how to best utilize materials available taking into account the machining characteristics relative to strength splitting tendencies and fastening. Determines proper identification, marking, labeling, and inclusion of shipping documents and special handling instructions on all shipments. Handles and certifies hazardous cargo in accordance with AFR 71-4, International Civil Aviation Organization regulations, International Air Traffic Association regulations, and Code of Federal Regulations 49 for required surface/air shipments. Operates material handling equipment such as forklift and hand truck. Operates woodworking machinery such as cross-cut table and band saws and uses various hand tools such as a bander crimper, stapler, wire cutter, hammer,</p>			

screwdriver, etc. Makes sure equipment and tools are utilized and maintained correctly to prolong life expectancy. Enforces safety, fire, and housekeeping standards. Ensures safety procedures are followed when working with dangerous and hazardous cargo such as ammunition, radioactive, and corrosive material. Ensures compliance with safety regulations, such as AFR 127-12, Air Force Occupational Safety, Fire Prevention and Health (AFOSH) Program. Assists the Traffic Manager as required in actions such as determining freight shipping requirements consistent with efficiency and transportation priorities; contacting local carriers for rates and arranging for pickup and delivery and ensuring the consolidation of shipments when necessary; procuring military and commercial passenger travel reservations and preparing travel documents; and preparing government bills of lading, ensuring that all safety/shipping restrictions are observed and notations are accomplished with MILSTAMP and MILSTEP directives. Blocks and braces cargo in/on carriers equipment to prevent damage during shipment. Has knowledge of transportation regulations, methods and practices, and automated transportation data bases to perform a variety of both routine and specialized transportation assignments. Determines types/quantities of required packing materials and supplies and maintains inventory records of same. Performs monthly inventory of these supplies and materials for reporting and budgetary purposes. Performs other duties as assigned. May be required to assume the responsibilities of the supervisor during his/her absence.

GENERAL EXPERIENCE

Knowledge of a wide range of containers, devices, cushioning materials, methods, and techniques which is used to pack a full variety of items. In accomplishing assignments, the incumbent uses special techniques such as slot hanging, mounting, suspending, and bracketing; and, in custom packing, fits containers around parts, equipment, and other items of unusual size and shape. Additionally, the incumbent must be knowledgeable of packing/shipping requirements for all hazardous materials processed for shipment. This requires the incumbent maintain current certification authority

OTHER REQUIREMENTS/CONDITIONS OF EMPLOYMENT

- Once selected and assigned, AGR members must remain in the position for a minimum of twenty-four (24) months.
- Applicants must meet requirements of AFI 36-2905 Air Force Fitness Program.
- Applicants must have sufficient time remaining on current ANG enlistment or mandatory removal date to complete AGR Tour.
- Applicants should be able to complete 20 years Total Active Federal Military Service prior to reaching mandatory separation date.
- Once selected, members must maintain qualifications for mobilization and attend all Unit Training Assemblies (UTA), exercises, and periods of annual training.
- Security Clearance:** Applicants must have or be able to obtain a **SECRET** security clearance.
- Medical/Physical:** Applicants must meet any medical standards or physical requirements designated for the position.
- Direct Deposit/Electronic Fund Transfer Program:** Selected candidate is required to participate as a condition of employment.

Vice: Smith

APPLICATION PROCEDURES

Interested applicants may apply for this AGR vacancy by submitting all of the following:

- **Complete and SIGNED NGB Form 34-1.**
- **Applicants MUST submit PASSING fitness assessment CURRENT through the closing date.**
- **Current Record Review Listing (RRL-RIP).** Contact your local Military Personnel Flight (MPF) or visit the Virtual MPF. **APPLICATION MUST BE RECEIVED BY THE HUMAN RESOURCES OFFICE NOT LATER THAN 1600 HOURS ON THE CLOSING DATE OF THIS ANNOUNCEMENT.**

- Incomplete application packets will NOT be considered for further review. Please submit all documents combined into ONE PDF attachment, if possible. Hard copy applications such as faxed applications, hand carried applications, and mailed applications will no longer be accepted.

POC is SSG Byrd: 317-247-3300 EXT: 74013, DSN 369-2300 EXT: 74013.

If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR application Smith, 1 of 2). Email: ng.in.inarnng.mbx.mdhrweb@mail.mil Original signature may be required at the time of the interview. HRO will not review the application for completion or accuracy before the closing date. The applicant is responsible to ensure the application is complete and all required documents are correct and included.

Selecting Official: CMSgt Eddie York 260-778-3397