



OREGON AIR NATIONAL GUARD

Oregon Military Department
NGOR-AC/AGR
P.O. Box 14350
Salem, Oregon 97309-5047



NATIONWIDE ACTIVE GUARD/RESERVE (AGR) POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: AF26-539

POSITION INFORMATION

Open Date:	1-Feb-2026
Close Date:	31-Mar-2026
Position Title:	Medical Materiel Craftsman
Unit:	142 MDG Det-1
Location:	142nd Wing, Portland Air National Guard Base, Oregon
DAFSC	4A171
Minimum Required Skill Level	7
UMD Position Number *	0103163734
Maximum Rank/Grade**	MSgt
Minimum Rank/Grade:	SSgt
Projected Start Date:	1 May 2026
Cross-Training Opportunity:	Yes- See last page for entry requirements
Additional Requirements:	*PCS Authorized*

WHO MAY APPLY FOR THIS POSITION:

All Current Members of The Oregon Air National Guard and Those Eligible for Membership in the Oregon Air National Guard

AREAS OF CONSIDERATION:

Area 1: Current Permanent Full-Time and Traditional Members of The Oregon Air National Guard

Area 2: Those Eligible for Membership in the Oregon Air National Guard

FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:

Section/ Shop Supervisor: Capt Daniel Gates / Comm: 503-335-5168 / Email: daniel.gates.1@us.af.mil

HR Liaison: MSgt Jacob Kelley / Email: Jacob.kelley@us.af.mil / Comm: 503-335-4029

**Vacancy And Grade Contingent on Resource Availability*

***Promotion To the Highest Grade May Not Be Supported by The Units Manning Authorizations*

ELIGIBILITY AND ENTRY REQUIREMENTS INTO THE AGR PROGRAM

- Member Must Meet All Eligibility Criteria in ANGI 36-101, The Active Guard/Reserve Program.
- Member Will Be Required to Hold a Compatible Military Assignment in The Unit They Are Hired to Support.
- Member's Military Grade Will Not Exceed the Maximum Military Duty Grade Authorized on The Unit Manning Document (UMD) For the Position.
- Member Must Meet the Physical Qualifications Outlined in DAFMAN 48-123, Medical Examination and Standards, Attachment 2 Before Being Placed on An AGR Tour.
- Member Must Have Retainability to Complete the Tour of Military Duty.
- Member Must Not Be Eligible for Or Receiving a Federal Retirement Annuity.
- Member Must Comply with Standards Outlined in DAFMAN 36-2905, Fitness Program to Be Eligible for Entry into The AGR Program.
- Member Must Hold Required AFSC Or Be Eligible for Retraining (If Applicable) And Meet All Eligibility Criteria In AFECDD/AFOCD

ADDITIONAL INFORMATION

- AGR Members Will Participate with Their Unit of Assignment During Regular Scheduled Drill (RSD).
- AGR Tour Lengths in The State of Oregon Are Governed by Director of Staff - Air
- Initial AGR Tours In Oregon Will Not Exceed 3 Years; Follow-On Tours Will Be From 1 To 6 Years, Per ANGI 36-101 And Orang Force Management Policy
- Selectee Will Be Required to Participate in The Direct Deposit Electronics Funds Transfer Program.
- A Law Enforcement Background Check May Be Required Prior To Appointment to This Position; By Submitting a Resume or Application for This Position, You Authorize This Agency to Accomplish This Background Check.
- AGR Service in The Oregon Air National Guard Is Governed by Applicable AFI, ANGI, Selective Retention Review Boards (SRRB) And Command Policy Memorandums (CPM)

SUBMIT THE FOLLOWING REQUIRED DOCUMENTATION:

You MUST submit ALL required documents IAW this announcement. Written explanation is required for any missing documents. All applicants are strongly encouraged to thoroughly review all application procedures prior to contacting ORANG/HR and especially prior to submitting your application. Applications will not be accepted after the close date listed on this announcement.

- **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, Form Version Dated 11 Nov 2013**
 - NGB FORM 34-1: <https://www.ngbpmc.ng.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833>
 - Application must be completely filled out
 - Type or Print in Legible Dark Ink, Sign, and Date the application OR Digitally Sign
- **Current Report of Individual Personnel (RIP)**
 - RIP must show ASVAB Scores
 - Skill level commensurate with grade
- **Fitness Report**
 - Current, Passing score at time of submission and through announcement close date
 - Form 469 is required for exemptions on most recent fitness assessment even if expired
- **Official AF Form 422 current within 12 months only if Cross-Training Opportunity is applicable**
- **Additional Required Documents:**
 - Last 3 EPB/ OPBs
 - Official AF Bio
 - Letter of Recommendation

APPLICATION SUBMISSION INSTRUCTIONS

- **Email applications to: 142.WG.JFHQ-OR-AC-AGR.Org@us.af.mil**
- **E-Mail Subject Line should be the Announcement Number and Last Name ONLY** (Example: AF24-XXX - Doe)
- All documents should be consolidated into a SINGLE PDF, in the order listed above
 - File Name will be: Announcement number and Last Name (Example: AF24-999 – Doe)
 - Documents not combined will be attached and labeled with the same naming convention (AF24-999 – Doe – 1)
 - Do not use the Portfolio feature
- Limit file size to less than 5MB

TECHNICIAN POSITION VACANCY ANNOUNCEMENTS (<https://www.usajobs.gov/Search/Results?l=Oregon&d=AF&k=&p=1>)**Technician Vacancy Announcement Number**

N/A

DESCRIPTION OF DUTIES

Specialty Summary: Performs and manages preparation and maintenance of manual and mechanized accountable medical materiel records, and requisitioning, receiving, storing, issuing, safeguarding, and accounting for supplies and equipment. Processes and monitors requests for contracts. Implements and directs medical materiel activities for inventory control, accounting, financial planning, and management of supplies and equipment. Performs and monitors computer operations. Related DoD Occupational Subgroup: 134100.

Duties and Responsibilities:

Performs and manages administrative functions. Requisitions, receives, and maintains medical materiel publication files. Provides information to using activities on issues, schedules, and related matters.

Performs, organizes, and monitors medical materiel management functions. Prepares and validates computer input data to establish, revise, and maintain master records. Determines requirements for and maintains records on war reserve materiel and other special programs. Initiates and manages the requisitioning, receipt, storage, issue and turn in of medical materiel. Ensures proper supply flow under various issue methods. Establishes and monitors a quality control program. Ensures effective internal controls for processing property documents and maintaining accountable records. Determines and evaluates action taken to establish stock control levels and inventory control. Conducts inventories. Processes, maintains, and monitors requests for services and rentals. Coordinates internal operations with the medical equipment maintenance activity. Monitors coordination of support by base activities.

Inspects, reviews, and evaluates medical materiel support. Conducts periodic internal inspections of medical materiel for compliance with policies, procedures, and directives. Analyzes reports and records and takes necessary corrective action. Ensures effective support is provided for all customers. Visits supported activities.

Performs medical materiel functions. Establishes and ensures timely and efficient management of excess materiel and equipment. Receives and inspects incoming supplies and equipment. Applies special handling procedures for controlled medical items, gases, precious metals, dangerous and hazardous materials and refrigerated or frozen materials. Provides and maintains medical kits and sets. Delivers supplies and equipment to supported activities.

Operates and supervises the base medical equipment management office and non-medical materiel support. Validates and coordinates equipment requests. Monitors expense and investment equipment fund programs. Ensures in-use equipment asset inventories are accomplished and necessary corrective actions and documentation is taken. Provides and monitors non-medical supply and equipment support.

Operates and supervises the operation of automated data processing equipment. Ensures system operations are according to standard system center documents. Performs and supervises periodic maintenance on computer systems. Ensures proper scheduling of all computer processing, and processes required programs.

Mission Specific Required Training:

- Courses listed in the NG J37 HRF and FFCRE ITRM for Medical Support AFSCs.
- All AFSC specific training/skill level to maintain currency.
- DMLSS (Initial and Advanced Proficiency).
- Truck and Trailer Operation, able to Train personnel for Licensing.
- Government Purchase Card Holder, training through Citibank.
- Hazardous Declaration (HAZDEC) orientation.
- Air/Ground Cargo Prep and Load Planner course (ICODES).
- Heavy equipment; including forklift, pallet jack, four-wheel dolly, and trailer dolly.
- Unit Deployment Monitor, including LOGMOD.
- Defense Readiness Reporting System, Unit Assessor training.

Continued....

....Continued

Mission Specific In-Garrison Duties:

- Postures and maintains medical assemblages to ensure deployment within six (6) hours of notification.
- Executes the GPC program for the CBRN MED DET IAW Resource Advisor guidance.
- Procures mission-related items and services in accordance with governing regulations and Resource Advisor guidance.
- Develops and maintains SOGs, checklists, SEAT inspection and continuity binders related to logistics.
- Issues and tracks hand receipts for end-users.
- Utilizes DMLSS to maintain and interpret up-to-date on-hand inventory and provides monthly and ad hoc reports to leadership.
- Oversees, coordinates with BMET to manage medical equipment maintenance and calibration requirements.
- Attends CERFP Medical and Logistics meetings as directed.
- Responsible for conducting and overseeing all inventories IAW applicable AFI's. Submits annual inventory reports to CERFP CDR and NGB JSG/J4. Maintains all inventory reports on file per AFRIMS rules.
- Report to/communicate with MPO regularly on program compliance, improvement initiatives, needs, planning, after action reports, budgeting.
- Execute contingency resupply (to include chain of custody, coordination with S4).
- Executes warehouse management, supply storage (to include pharmaceuticals), inventory, accountability, purchasing, shipping, disposition, SLEP.
- Completes monthly Med Det 1 DRRS reports as Unit Administrator. Engages with both the MPO and Army on Unit Status Report to ensure medical data is correct and not duplicated.

Mission Specific Operational Duties:

- Executes deployment plan for the FFRCE Medical Element (UDM).
- Continuously monitors and reports the CERFP Medical Element logistics readiness status.
- Initiates contingency resupply and coordinates with MPO & S4 in the TOC and executes resupply processes based on actual and projected patient flow and supply usage of the medical element.
- With MPO, coordinates bed-down plan for CERFP Medical Detachment to include provision for food, water, billeting, and personal hygiene.
- Coordinates with MPO and assembly point managers to ensure adequate transportation and medical resources are available. Receives logistic readiness reports from the assembly points and assists in the remediation of operational logistics limitations.
- Coordinates with MPO and staging area manager to ensure adequate transportation resources are available. Assesses logistical readiness of the CBRN Medical Element in staging area.
- Receives, accounts for and distributes supplies and equipment.
- Executes/Oversees ground or air movement and load plans in coordination with MPO, CERFP S4 and Wing Aerial Port.
- Executes medical element communications plan for convoy operations and on-site communications.
- Executes re-deployment plan in coordination with MPO and CERFP S4.
- May serve as MED LNO, in support of operations in C2.

Mission Specific Qualifications:

- Must meet the physical qualifications outlined in AFI 48-123 Medical Standards for Retention and be worldwide duty qualified.
- Current on all Individual Medical Readiness Requirements (ALC stratification < C3).
- Able to meet Occupational Safety and Health Administration (OSHA) respiratory/asbestos screening standards; NFPA requirements as implemented by CBRN Enterprise, and able to enroll in CBRN Respiratory Protection program.
- Current Passing fitness assessment score.
- Completed Professional Military Education (PME) commensurate with current rank as applicable.
- No UIF entries with 24 months of assignment.
- Must establish and maintain residency within reasonable daily commuting distance (50 miles).



CROSS-TRAINING REQUIREMENTS

ASVAB Score

Administrative - 48

PULHES Score

P-3, U-3, L-3, H-3, E-2, S-3

Additional Entry Requirements

Cross-training Requirements IAW DEFECD 31OCT25

Education: For entry into this specialty, completion of high school courses in management, basic electronic data processing, bookkeeping, accounting, and business administration is desirable.

Training: For award of AFSC 4A131, completion of a basic medical materiel course is mandatory.

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

4A151. Qualification in and possession of AFSC 4A131.

4A171. Qualification in and possession of AFSC 4A151.

Other: The following is mandatory as indicated, must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, Vehicle Operations.

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.

Demonstrated capability to carry 50 lbs.