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: AF27-513

POSITION INFORMATION

Open Date:	10-Nov-2026
Close Date:	10-Dec-2026
Position Title:	PLANS, SCHEDULING, AND DOCUMENTATION
Unit:	173D MAINTENANCE OPERATIONS FLIGHT
Location:	173D FIGHTER WING, KLAMATH FALLS, OREGON
DAFSC	2R251
Minimum Required Skill Level	3
UMD Position Number *	1124395
Maximum Rank/Grade**	SSgt
Minimum Rank/Grade:	A1C
Projected Start Date:	ASAP
Cross-Training Opportunity:	Yes- See last page for entry requirements
Additional Requirements***	See last page for Cross-Training requirements

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: MSGT RUDGER JENKINS, rudger.jenkins@us.af.mil 541-885-6521

HR Liaison: MEGHAN MCMACKIN and SMSGT MELISSA WOHLERS, 173.fw.hro.org@us.af.mil

Vacancy And Grade Contingent on Resource Availability
**Promotion To the Highest Grade May Not Be Supported by The Units Manning Authorizations*
*** Assignment to SMSgt/ CMSgt positions: Member must meet all promotion eligibility requirements in DAFI36- 2502, prior to placement into a higher graded position*

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 AFECD/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:**

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

OREGON ANG JOB OPPORTUNITIES (https://www.oregon.gov/omd/ONG/Pages/Oregon%20Air%20National%20Guard%20Jobs.aspx)	
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

.DUTIES AND RESPONSIBILITIES:

1. Coordinates and develops operational and maintenance requirements for all assigned aerospace vehicles and related support and training equipment into long range, quarterly, monthly and weekly plans to produce a schedule which makes efficient use of resources. Ensure the Maintenance Control Supervisor and the Chief of Maintenance are advised of maintenance capability, problem areas, and adherence to schedules. Schedules aerospace vehicle and related equipment, through all phases of maintenance. In coordination with Job Control, assigns work priorities to all scheduled maintenance to assure a balanced workload of all maintenance sections. Coordinates with upper level management and other functional areas on master parking plan, bulk munitions requirements,supply support, food service support, security, motor vehicle maintenance, petroleum oil and lubricant (POL) requirements, fire department service and civil engineering functions. Compiles and publishes required maintenance plans in a timely manner to project aircraft, equipment and personnel utilization.
2. Schedules and conducts daily maintenance planning meeting to refine and incorporate unscheduled maintenance requirements into the Weekly to Daily Maintenance Plans and workload requirement. Reviews specialist dispatch and in-shop production workload to a certain production delay, recommends corrective actions and makes necessary adjustments in production schedules. Processes requests for and manages local manufactured items to ensure that unauthorized work is not scheduled. Coordinates with Quality Assurance in scheduling activity, technical inspections and publication changes. Coordinates with Training Management to minimize impact of training schedule in accordance with pertinent ANG directives. Initiates and maintains maintenance operating instructions establishing procedures for the assignment and application of job control numbers.
3. Preplanned requirements to support operational launch schedules, emergency war orders (EWO) and contingency plans. Designates and schedules aerospace vehicle for maintenance training purposes. Plans and schedules technical data (TCTD) accomplishment. Schedules and insures that life support and critical items are replaced in accordance with the time change program. Performs the aerospace vehicle distribution function in accordance with directives. Analyzes maintenance capabilities in conjunction with Production Analysis. Coordinate and maintains input schedules to prime depots for accomplishment of depot level maintenance such as TCTD modifications and Programmed Depot Maintenance (PDM). Computes and evaluates scheduling effectiveness in order to improve management efficiency and decrease deviations. Reviews and verifies the accuracy and validity of aerospace vehicle weapons documents. Establishes procedures for the identification of repeat, recurring and cannot duplicate type discrepancies which impair mission performance or affect safety of flight, and for review of corrective action for adequacy.
4. Represents the Chief of Maintenance in coordinating actions such as aircraft and equipment utilization, sortie rates, flying hours and simulator utilization with the Air Commander, Operations and other members of the flight scheduling committee.
5. Develops inspection work package for aircraft; schedules and conducts the pre-inspection meeting for scheduled inspections such as periodic, isochronal and phase. In coordination with maintenance supervisors, develops work packages for major, intermediate level maintenance such as battle or crash damage.
6. Performs the following documentation functions; review, filing, maintenance and disposition of historical documents for assigned equipment. Manages documents for TCTD reports, time change forecast, mechanized reports, master ID number files and flight status register. Submits request for parts or kits for TCTD and time change items to the maintenance supply liaison for processing to Base Supply.
7. Provides written guidance, reports and special studies for recommendations and briefings to account for flying hour data, equipment performance, materiel consumption, scheduling, management, and resources. Uses statistical techniques, interprets findings from data, identifies trends and significant deviations to ensure senior leaders are briefed fleet health and recommends corrective action when appropriate.
8. Coordinates with base activities to ensure support is available to meet schedules. Controls, maintains, and audits weapons systems records in the applicable MIS. Coordinates with appropriate information management and processing centers to ensure automated systems capability and compatibility with customer requirements are met.

9. Focal point for validating and tracking MIS requirements and enhancements for higher headquarters approval. Analyzes maintenance data and presents results to management. Interprets findings from maintenance data and the use of statistical techniques. Identifies trends and significant deviations from plans, schedules, and workload estimates. Analyzes deficiencies in areas such as material consumption and training, workload, scheduling, management, and maintenance resources use. Analyzes impact on the maintenance mission and the results of corrective actions. Prepares written reports of analyses and studies. Briefs senior managers. Designs summary reports to meet recurring management needs.
10. Develops factors to measure and predict maintenance manpower, equipment, and facilities capabilities. Analyzes performance data to determine manpower, equipment, and facilities maintenance capabilities. Evaluates maintenance manning and equipment, materiel and facility limitations to determine the impact each has on unit and mission effectiveness. Isolates trends and determines materiel and personnel efficiency and effectiveness. Develops methods for improving maintenance planning and personnel efficiency and effectiveness. Develops methods for improving maintenance planning and programming procedures to ensure optimum use of maintenance resources.
11. Controls, develops, and coordinates maintenance data systems and requirements. Controls automated management products retrieval and advises maintenance supervisor on automated information use. Identifies data system problems, coordinate with data automation monitors, and submits difficulty reports. Identifies new information requirements, submits information systems requirements documents, and coordinates with data system development services for implementing new programs.
12. Makes required input to the automated data system and retrieves data and/or computer-generated products as required.
13. Conducts training of assigned technician and military personnel.
14. Performs other duties as assigned.

CROSS-TRAINING REQUIREMENTS	
ASVAB Score	G-55
PULHES Score	P3/ U3/ L3/ H2/ E3/ S3
Additional Entry Requirements IAW AFECD/AFOCD	

Cross-Training Requirements IAW DAFECD 30 Apr 26
3.5. Other. The following are mandatory as indicated:
3.5.1. See attachment 4 for entry requirements.
3.5.2. The following is mandatory for retraining candidates within the Air Force Reserve Command:
3.5.2.1. Grade of E-6 or below with less than 10 years Total Federal Military Service.
3.5.3. Must maintain local network access in accordance with AFI 17-130, Cybersecurity Program Management and DAFMAN 17-1301, Computer Security (COMPUSEC).
3.5.4. Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environment. For award and retention of AFSC 2R231/51/71, completion of a current T3 Investigation required in accordance with DoDM 5200.02, DAFMAN 16-1405, AFGM 2022-03, Air Force Personnel Security Program, is mandatory.