MISSISSIPPI AIR NATIONAL GUARD
MILITARY POSITION ANNOUNCEMENT
Air Active Guard/Reserve (AGR)
(Statewide)

OPENING DATE: 20 June 2019  ANNOUNCEMENT NO: 19-0606
CLOSING DATE: 3 July 2019  POSITION TITLE: Airfield Management Specialist

MINIMUM GRADE: MSgt/E7  MAXIMUM GRADE: SMSgt/E8
LOCATION OF POSITION: 172nd AW, Flowood, MS w/duty at Camp Shelby Assault Strip, Hattiesburg, MS
MILITARY ASSIGNMENT REQUIREMENT: Enlisted
REQUIRED AFSC: 1C0X2 or 1C7X1

Selection of or promotion to Senior Master Sergeant is contingent upon availability of control grades.

Must currently have Airfield Management experience.

GENERAL:
This position serves as a Supervisor over Airfield Management functions providing planning, directing, organizing and exercising control over airfield management and flight services activities in support of flying missions; to insure safe, efficient and effective airfield operations.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)
Plans, organizes, and directs, and controls airfield activities in support of flying missions, ensuring that airfield management services provided complies with legal and regulatory requirements. Provides pre-flight, enroute, and post flight services; coordinate and maintain liaison with military, federal, international and local agencies concerning flight planning, training route utilization, flight movement messages, searches/rescue operations, and base contingency/operational plans; and conduct airfield inspections/checks to insure adherence to airfield standards. Represents Airfield Management/Base Operations with a variety of installation and functional area organizations. Establishes, develops, and maintains effective working relationships with control tower operations, Radar Approach Control (RAPCON), and FAA personnel. Meets with or discusses services provided to pilots and coordinating officials to assess customer satisfaction, explain organization policy and procedures, and resolve problems that arise. Coordinates air operations functions with air route traffic control center; control tower; aircraft maintenance; crash and rescue; transient alert; and command section. Establishes procedures for gathering and maintaining current flight information and reporting statistical data relative to the base operations function. Supervises the procurement and maintenance of a complete stock level of publications, charts, maps, forms, office supplies, stereo flight plans, and other supplies and equipment required in the operation of the section. Performs other duties as assigned.

APPLICATION INSTRUCTIONS: All applications must be submitted to Military Department, State of Mississippi, Attn: NGMS-HRO-AGM, P O Box 5027, Jackson, MS 39296-5027, if using United States Postal Service (USPS).

If ground delivery is used (UPS or FEDEX), submit to Military Department, State of Mississippi, Attn: NGMS-HRO-AGM, 1410 Riverside Drive, Jackson, MS 39202-1237.

Applications must be received by the Human Resources Office no later than 1630 hours on closing date. Government postage paid envelopes or facsimile machines will not be used to submit applications.
Applicants must submit the following forms:

1. NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, signed and dated.

2. Copy of the most recent AF Form 422, Physical Profile Serial Report.

Also submit an AF Form 469, Duty Limiting Condition Report, if currently on a temporary physical profile.

3. ANG Fitness Assessment Results.


NOTE: Point of contact for additional information is CMSgt Miller, commercial (601) 313-6195 or DSN 293-6195. Individuals who do not meet the minimum qualifications will not be considered.

SUPPLEMENTAL PREREQUISITES:

1. Must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Must have physical exam approved by State Air Surgeon prior to entry into the AGR program.

2. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

3. Military grade will not exceed the maximum military duty grade authorized on the UMDG for the position.

4. Eligibility/Mandatory requirements for this AFSC are located in the current Air Force Enlisted Classification Directory (AFEDC).

EQUAL OPPORTUNITY: The Mississippi National Guard is an Equal Opportunity Employer. Assignment will be made without discrimination for any reason such as race, color, religion, sex, national origin, politics, or marital status.