

**Nationwide Job Opportunity ANG Active Guard/Reserve AGR Vacancy**

**STATE OF WYOMING MILITARY DEPARTMENT  
Human Resource Office – AGR Branch  
5410 Bishop Boulevard  
CHEYENNE, WYOMING 82009-3320**

1. Announcement is made of the following AGR position. A brief description of duties and responsibilities is included in this announcement.

SPMD/UMR Position Title: **RF Transmissions Craftsman**  
Announcement No: **21-A319**  
Opening Date: **13 April 2021**  
Closing Date: **12 May 2021**  
Max Grade Authorized: **E-6**  
Min Grade Authorized: **E-4**  
Duty SSI/MOS/AFSC: **3D173 (Must possess a minimum of a 3D153)**  
Security Clearance: **Top Secret**  
Unit/Duty Location: **153<sup>rd</sup> Communications Flight, Cheyenne, Wyoming**  
Female Asg Elig: **Open**  
Nominating Official: **CMSgt Jennifer Lovering, 153 CF**  
Selecting Official: **SMSgt Eric Farmer, 153 CF**  
**Eligibility: Open to current WY ANG members and those eligible to become WY ANG members**

2. This position will be filled as soon as possible after closing. The Adjutant General retains exclusive appointment authority of AGR personnel. All selection notifications are conditional until security clearance, medical clearance, HRO Form 100 verification, and approval by HRO-Staffing.

3. The Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, nationality, sex, political affiliation, or any other non-merit factor.

4. Initial AGR tours are probationary. Per WYMD 335 MPP, all WY ANG AGR Initial AGR Tours will be for 48 months. Follow-on tour lengths may be from 1 to 6 years based on the needs of the command. Extension beyond the initial tour is contingent upon command recommendation and final approval by the Adjutant General in an ACB (Active Continuation Board).

5. INSTRUCTIONS FOR APPLYING: Applications may be accepted by mail or hand-delivered to the HRO no later than 1630 hours on the announcement closing date. Emailed and facsimile applications will be accepted to accommodate deployed and OCONUS members only. Copies are acceptable. Incomplete and Applications received after 1630 on the closing date will not be considered. Use of government envelopes and/or postage is acceptable for non-deployed/OCONUS personal only. Do not submit applications in file folders, binders, etc. Applications will not be returned. Applications must be legibly completed, MUST be signed and dated, and must contain the following documents at a minimum.

Submit applications to:	WY-HRO-AGR Points of Contact:
<b>Wyoming Military Department Human Resources Office – AGR Branch 5410 Bishop Boulevard Cheyenne, WY 82009-3320</b>	MSgt Greg Rotert (307) 772-5261 E-Mail: <a href="mailto:ng.wy.wyarnng.list.org-jobs@mail.mil">ng.wy.wyarnng.list.org-jobs@mail.mil</a>

\_\_\_\_\_ **Cover letter**

\_\_\_\_\_ **Current Resume**

\_\_\_\_\_ **NGB Form 34-1**, Application for Active Guard/Reserve Position. Provide continuation paper as needed. Pay particular attention to Section IV and the requirement to fully explain “Yes” answers. Must be signed and dated.

\_\_\_\_\_ **Last 3 EPRs/OPRs:** If three EPRs/OPRs are not available, the Airman must include at least one Letter of Recommendation or Performance from the military command.

\_\_\_\_\_ **Current Report of Individual Personnel (RIP):** Obtained from your unit, vMPF, or the Force Support Squadron. Must show ASVAB Test Scores and verification of security clearance level.

\_\_\_\_\_ **Current Point Credit Accounting Report System (PCARS):** Obtained from your unit, vMPF, or the Force Support Squadron. *Active Duty Applicants: Submit the equivalent form of an AF 1613 or Statement of Service.*

\_\_\_\_\_ **Documented Current Fitness Test Results:** Dated within 12 months of the closing date of the vacancy announcement for initial AGR accession.

\_\_\_\_\_ **SF 181**, Ethnicity and Race Identification

\_\_\_\_\_ **Administrative Grade Reduction (if applicable):** Applicant’s military grade cannot exceed the maximum military grade authorized for the position. Over-grade applicants must include a written statement of willingness to accept an administrative grade reduction when assigned to the position for which they are applying.

## 6. INITIAL ELIGIBILITY REQUIREMENTS

- **Must possess a minimum of a 3D152 to apply.**
- Individuals must meet Physical Fitness Standards. Air applicants must provide a printed copy of the electronic "Report of Individual Fitness" form dated within 12 months as of the closing date of the announcement, reference AFI 36-2905. Physical Fitness Training and Testing will be ongoing.
- Air National Guard members must meet the physical qualifications outlined in AFI 48-123. Medical exam must be completed within 48 months prior to entry on AGR Tour. HIV test cannot be more than six (6) months old prior to the tour start date.
- Must meet any Special Requirements as specified on Position Description.
- Air National Guard members on the Fitness Improvement Program (FIP) are ineligible for entry into the AGR Program. This does not include the probationary period after the loss of weight to satisfy standards. Members must meet the weight requirements at the time they are placed in the AGR program.
- Selected individual must extend/re-enlist for a period equal to or greater than the initial tour end date.
- **Airman will remain as the sole occupant of a funded vacant AGR position on the UMD for a period of 24 months upon being awarded the duty assigned AFSC.**
- **Reassignments within the first 24 months require a waiver, through the TAG. (ANGI 36-101, Para 6.6.1.)**
- Must not have been previously separated for cause from active duty.

## 7. SPECIAL REQUIREMENTS

- Selected Applicant must possess at least a **SECRET** clearance to apply with the ability to obtain a **TOP SECRET** clearance. Failure to obtain and/or maintain a top secret clearance will result in separation as an AGR.
- Selected Applicant will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Acceptance of permanent or indefinite position may cause termination from the Selected Reserve Incentive Program (SRIP).
- Must not be eligible for, or receiving, federal military retired or retainer pay, nor federal service annuities.
- IAW ANGI 36-101, paragraph 2.2.1.2, applicant should be able to complete 20 years of active federal service prior to reaching Mandatory Separation Date. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation date, must complete the Statement of Understanding contained in Attachment 3 of ANGI 36-101. Exceptions may be considered by The Adjutant General on a case-by-case basis for exceptional circumstances.

## 8. POSITION DESCRIPTION

Performs/supervises wireless radio and satellite systems and equipment maintenance activities. Oversees work in progress and reviews completed repairs for sound maintenance practices. Establishes requirements for maintenance equipment, support equipment, tools, and spare parts. Requisitions, accounts for, and turns in supplies and material. Interprets inspection findings and determines adequacy of corrective action. Reviews and ensures compliance with maintenance management publications and procedures. Identifies maintenance problem areas and recommends corrective action. Recommends methods to improve equipment performance and maintenance procedures. Evaluates justification and practicability of proposed modifications. Develops and enforces safety standards for ground RF system maintenance activities.

Inspects wireless radio/satellite communications activities. Determines equipment operational status. Serves on teams to evaluate transmission systems activities. Interprets inspection findings submitted by other inspecting activities, and initiates corrective action. Determines adequacy of corrective action. Checks installed and repaired components for compliance with technical publications.

Resolves installation, repair, overhaul, and modification problems associated with communications equipment. Employs orbiting communication satellite, line-of-sight, and tropospheric scatter techniques. Conducts tests to restore and maintain systems. Uses anti-jam equipment and techniques to neutralize effects of communication jamming. Uses layout drawings, schematics, and pictorial diagrams to solve maintenance problems. Analyzes construction and operating characteristics of equipment to determine source of malfunction. Performs intricate alignment and calibration procedures to ensure maximum operating efficiency. Determines repair procedures necessary to correct defective equipment.

Installs ground radio, satellite, and telemetry communications equipment. Consults layout drawings to ensure equipment is properly positioned. Checks equipment for serviceability prior to installation. Assembles, connects, secures, and interconnects components such as transmitters, power supplies, and antenna assemblies. Tests installed equipment for proper assembly of components and compliance with technical orders. Places in operation and tunes, adjusts, and aligns components to obtain maximum operating efficiency. Identifies and locates Radio Frequency interference sources.

Deploys and activates mobile and transportable transmission equipment. Refers to plans and equipment specifications to conduct site and equipment surveys, and establishes equipment systems interface. Unpacks, inspects, and positions communications equipment; erects antennas; and interconnects communications facilities.

Deploys, operates, and maintains ground based satellite and Beyond Line-Of-Sight (BLOS) wideband communications, telemetry, and instrumentation systems. Sustains these systems through effective troubleshooting, repair, diagnostics and system performance analysis. Establishes strategic and theater connectivity via satellite, BLOS communications, and information networks. Operates, inspects, and sustains MILSTAR, Dual Integrated Satellite Systems (DISS) and Air Force Satellite Communications (AFSATCOM), instrumentation, and telemetry systems in accordance with applicable directives and Defense Information Systems Agency (DISA) publications.

Performs preventive maintenance on communications systems and related equipment. Inspects equipment at specified intervals to determine operational status. Replaces defective components. Performs operational checks. Updates maintenance data collection records and systems to document actions completed.

Repairs, overhauls, and modifies communications and related equipment. Isolates malfunctions using system checking procedures, required test equipment, analyzing voltage and waveform measurements, schematic diagrams, and equipment operating characteristics. Repairs equipment, including transmitters, receivers, transceivers, and related equipment. Tunes and adjusts components. Adjusts, aligns, and calibrates equipment for maximum operating efficiency. Fabricates and connects various types of antenna systems and transmission lines. Tests repaired components using bench mockups and related test equipment.

Maintains inspection and maintenance records. Posts entries on maintenance and inspection records. Records meter readings and other pertinent data in equipment logs. Completes maintenance data collection forms.

Will perform all other duties as assigned. |