



MISSOURI NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



MISSOURI AIR NATIONAL GUARD  
HUMAN RESOURCES OFFICE - JOINT FORCE HEADQUARTERS  
2302 MILITIA DRIVE  
JEFFERSON CITY, MO 65101-1203

ANNOUNCEMENT NUMBER: AF26-021

OPENING DATE: 18 Mar 26

CLOSING DATE: 31 Mar 26

- POSITION TITLE: NCOIC INT PHASE/C-130 WIC IL
- MOS/AFSC: 1A1
- MAXIMUM AUTHORIZED MILITARY GRADE: E6
- PARAGRAPH NUMBER: ---
- LINE NUMBER: --

APPOINTMENT FACTORS: OFFICER: ( )

WARRANT OFFICER: ( )

ENLISTED: (X)

LOCATION OF POSITION:

139 AATTC  
705 MEMORIAL DRIVE  
ST. JOSEPH, BUCHANAN, MO 64503

WHO MAY APPLY:

Must be a current on-board permanent AGR in the 131st BW, Missouri Air National Guard, within the grade of E6. POSITION IS SUBJECT TO RESOURCE AVAILABILITY.

INSTRUCTIONS FOR APPLYING: Follow the link: <https://ftsmcs.ngb.army.mil/>. CAC login is required due to the transferal of PII (Personally Identifiable Information).

If you do not have an FTSMCS account you will be prompted to create one. Once logged in, you will see the dropdown 'Applications' available at the top left corner of the page. Click 'Applications -> ARNG-HRA -> Jobs -> Apply for a Position'. The complete application submission guide is available below in the MOGUARD link.

DOCUMENTS:

The documents listed **WILL** be submitted "AS A MINIMUM". Individuals must submit the following **REQUIRED documents or a memorandum explaining why item is missing or not in compliance**. Forms/examples can be found at <https://www.moguard.ngb.mil/Jobs/Current-Job-Listings/>. Hyperlinks to find the correct forms are also provided in FTSMCS during the application process. **Make sure the documents have proper signatures and are dated within the guidelines below. Each document submitted must be viewable and in .PDF format ONLY. Nothing will be added to the application once the announcement has closed. Applications will only be accepted through FTSMCS.** (If you do not meet all of these requirements, your application packet will be rejected.)

1. Required: NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position, dated 11 Nov 2013. Ensure position announcement number and title are completed. This form must be signed and dated. Ensure you explain any "YES" answers per instructions on section V (except Questions 9 & 17).
2. Required: Member Individual Fitness Report results from myFitness within the last 12 months. Selectee must meet the minimum requirements for each fitness component in addition to an overall composite score of 75% or higher. **\*\*For members with a DLC prohibiting them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.\*\***
3. Required: CDB (Career Data Brief) or equivalent, if other branch of service.
4. Required: RIP (Report of Individual Person) or equivalent, if other branch of service. Must be a full RIP and within the last six months. RIP must include your current ASVAB Scores.
5. Required: EPRs (Enlisted Performance Reports) or equivalent, if other branch of service. Provide last three only.
6. Optional: AF Form 526 -PCARS (Point Credit Summary) or equivalent, if other branch of service.
7. Optional: All DD 214s, NGB Form 23 or 23b, or DD Form 1506 (Statement of Service).
8. Optional: Resume and/or Cover Letter and/or letters of recommendation.

MINIMUM APPOINTMENT REQUIREMENTS:

1. Missouri Air National Guard Membership is required.
2. Must be a current on-board permanent AGR in the Missouri Air National Guard 131st BW.
3. Air Force Specialty Code (AFSC): 1A172C. Selected individual must be AFSC qualified in 1A1XXX at the time of application for this position. Applicants must meet the prerequisites outlined in ANGI 36-101, Air National Active Guard Reserve (AGR) Program. Required security clearance IAW appropriate regulation.
4. Current Military Grade Requirements: TSgt (E6) members and above can apply. (SUBJECT TO THE POSITION AVAILABILITY AND CONTROL GRADE AUTHORIZATION FROM NGB).
5. Meet physical qualifications IAW Chapter 7, ANGI 36-101, AFI 48-123. Member must also meet the requirements of AFI 36-2905, and other regulations as required.
6. At the time of entry on the AGR program, be able to complete a minimum of 20 years of Active Federal Service prior to mandatory separation date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete the Statement of Understanding contained in ANGI 36-101.

7. Must not be receiving any military retired pay.

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**BRIEF JOB DESCRIPTION:**

- 2.1. Performs aircraft inspections. Performs aircrew visual inspection; non-scheduled aircraft maintenance; and preflight, through-flight, and post flight inspections of aircraft away from home station. Accomplishes preflight and post-flight records and reports. Maintains aircraft forms and records during flight and while aircraft is away from home station.
- 2.2. Manages cargo and passenger load briefings. Accomplishes load planning of cargo and passenger loads if required. Supervises cargo and passenger loading for off-loading operations. Directs the placement of material handling equipment to accomplish cargo on/off loading operations. Ensures cargo and passengers are placed according to load plans. Determines cargo restraint requirements according to criteria and directs and checks the application of cargo restraint equipment. Checks cargo/passenger loads against manifests. Determines and verifies passenger, cargo, fuel, and emergency and special equipment distribution and weight. Computes and applies aircraft weight and balance.
- 2.3. Computes takeoff, climb, cruise, and landing data. Determines engine fuel consumption using airspeed, atmospheric data, charts, computer, or electronic calculator. Records actual aircraft performance data in flight engineer's log.
- 2.4. Operates and monitors engine and aircraft systems controls and indicators according to flight manual procedures. Assists pilot or performs engine starts, and monitors run-up, flight operations, and engine shutdown. Operates engine controls to provide desired efficiency and economy. Monitors engine instruments throughout period of operation. Controls, monitors, and regulates aircraft systems such as electric, communication, navigation, hydraulic, pneumatic, fuel, air conditioning, and pressurization; ventilation; auxiliary power unit; and lubrication systems. Observes warning indicators and light for fire, overheat, depressurization, and system failure. Reports abnormal conditions to pilot and recommends corrective action. Monitors provides passenger comfort. Prepares and dispenses passenger meals, snacks, and refreshments. Completes required aircraft forms documentation and border clearance requirements. Visually monitors aircraft clearances (interior and exterior), identifies proximal threats to the aircraft and initiates corrective actions (aircraft scanning).
- 2.5. Performs in-flight refueling aircrew duties. Checks forms for equipment status. Performs visual and operational check of air refueling and associated systems and equipment. Performs in-flight operational check of air refueling systems. Directs receiver aircraft into air refueling position. Operates in-flight air refueling controls and switches to safely affect contact between tanker and receiver aircraft. Monitors control panel for proper operation of equipment during air refueling and advises receiver pilot of actions required to safely maintain position within the air-refueling envelope. Keeps tanker pilot informed as to progress of air refueling operations. Performs emergency operations and procedures as required for emergency off-load and on-load of fuel.
- 2.6. Ensures availability of fleet service equipment and receives and stows in-flight meals. Accomplishes passenger briefings to include the use of emergency equipment, evacuation procedures, and border clearance requirements. Demonstrates the use of passenger emergency oxygen systems and life vests. Supervises passengers in-flight. Performs jumpmaster duties.
- 2.7. Conducts cargo and personnel airdrops according to directives. Attaches extraction parachutes to cargo and platforms. Inspects cargo and platforms, extraction systems and connects static lines. Checks tiedowns, parachutes, containers, suspension systems, and extraction systems to ensure proper cargo extraction or release. Operates aircraft airdrop systems and supervises cargo and paratroopers exiting the aircraft.
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**SELECTING SUPERVISOR:**

CMSgt Padilla, Melinda;

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**CONTACT INFO:**

Air National Guard Human Resources POC: Mr. Aaron Williamson (573-638-9500 ext. 39757)  
131st Bomb Wing Remote Designee POC: MSgt Samantha Harris (DSN: 824-8909)  
139th Airlift Wing Remote Designee POC: MSgt Krystalyn Coy (DSN: 356-3059)  
Army National Guard Human Resources POC: Mr. Jeffery Howard (573-638-9500 ext. 37057)  
AGR Branch OIC: 1st Lt Erin Rhoads (573-638-9500 ext. 39757)  
AGR Branch NCOIC: SGM Trisha Katzfey (573-638-9654 ext. 39654)  
AGR Branch NCO: SFC Kendra Cox (573-638-9500 ext. 37490)  
AGR Branch NCO: SSG Troy Schaffer (573-638-9500 ext. 37962)  
Human Resources Director: LTC Daniel J. Campbell (573-638-9642 ext. 39642)  
Human Resources Deputy Director: Lt Col Stacey R. Roestel (573-638-9600 ext. 39600)

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**EQUAL OPPORTUNITY:**

The Missouri National Guard is an Equal Employment Opportunity Employer. Personnel on Title 32 Tours will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin, political affiliation, or any other non-merit factor.

All Missouri Air National Guard AGR Vacancy Announcements are opened to all Genders. Override explanation.

**ADDITIONAL INFORMATION:**

Applications will be screened after the job closes; therefore, all documents must be current and valid as of the closing date. Please review documents for accuracy prior to submission to HRO. IF YOUR APPLICATION DOES NOT PROVIDE ALL OF THE INFORMATION REQUESTED ON THE FORMS AND DOCUMENTS LISTED ABOVE, YOU WILL LOSE CONSIDERATION FOR THE JOB. ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED. Documents can be updated and replaced up until the closing date. If you wish to upload additional documentation (Letter of Recommendation, Certifications, DA 1059's, etc.) simply upload the file under "Any additional documentation". FTSMCS will generate responses based on the status of the job announcement. These generated responses will be sent to the email linked with your account. If selected for a position, you will receive notification from FTSMCS and later from our office. If you have any questions on applying or eligibility please see the FAQs and guides on the MOGUARD website. If you still have questions, see the above contact information and call our office well in advance of the closing date.