

## MISSOURI ANG ENLISTED VACANCY ANNOUNCEMENT

### POINT OF CONTACT:

139<sup>th</sup> Recruiting Office  
St. Joseph Office: 816-236-3620  
Kansas City Office: 816-298-6161  
[139.AW.Recruiting@us.af.mil](mailto:139.AW.Recruiting@us.af.mil)

### POSITION, TITLE, LOCATION

Traditional Guardsman (Part-time)  
Administration – 3F5X1  
Rosecrans ANGB, St. Joseph MO

### NUMBER OF POSITIONS

1

### OPENING DATE:

December 15, 2020

### CLOSING DATE:

Until Filled

### AREA OF CONSIDERATION:

All non-prior service and prior service applicants must be eligible to enlist in the 139<sup>th</sup> Airlift Wing.

### DUTIES:

Provides administrative support to Air Force, joint, and DoD organizations. Coordinates, performs, and manages a variety of tasks and activities in direct support of organizational commanders, directors, and senior leaders to include office management, human resources, executive staff support, postal, official mail, and a variety of other services and duties.

### QUALIFICATIONS:

- Complete the Eligibility Worksheet located at <https://www.139aw.ang.af.mil/About-Us/Recruiting/>
- Must be a United States Citizen
- Must meet the age requirement which is 17-39
- Must meet the minimum physical requirements
- Must meet the minimum educational requirements
- Must be able to obtain at least a Secret Security Clearance
- No convictions for alcohol, financial or behavioral related incidents, or law violations other than traffic
- Any/All tattoos must meet Air Force standards
- Must achieve the required ASVAB score: A - 55
- Must achieve the required ASVAB score: P 2, U 2, L 2, H 2, E 2, S 2
- Color Vision: N & Depth Perception: N

### EVALUATION PROCESS:

*Complete* applications must be received by COB on closing date. Applicants will be considered qualified once they have been medically approved to enlist into the 139<sup>th</sup> Airlift Wing.

### COMPLETE APPLICATIONS INCLUDE:

- Driver's License
- Social Security Card
- Birth Certificate
- High School diploma (or letter from high school counselor)
- Copy of college transcripts (if applicable)
- Military Entrance Processing Station (MEPS) record
- Prior Service documents (DD 214 or NGB 22)
- Must meet the minimum physical requirements (current green in ASIMS)

Scan and email application packet to [139.AW.Recruiting@us.af.mil](mailto:139.AW.Recruiting@us.af.mil)