

# TRADITIONAL GUARD OFFICER VACANCY ANNOUNCEMENT

<b>NEW YORK AIR NATIONAL GUARD AIR NATIONAL GUARD BASE</b> 109 <sup>th</sup> Airlift Wing Stratton Air National Guard Base Scotia, NY 12302-9752	<b>ANNOUNCEMENT #:</b>	15-007
	<b>DATE:</b>	17 May 2015
	<b>CLOSING DATE:</b>	27 Jul 2015
<b>UNIT:</b> 109th Logistics Readiness Squadron Stratton ANGB Scotia, NY 12302-9752	<b>AFSC:</b> 21R3 (Entry Level)	
<b>MAX AVAILABLE GRADE:</b> Major/O-4 <b>Appoint as 2LT-New Commissioning Opportunity</b>	<b>AREA OF CONSIDERATION:</b> Nationwide All candidates may apply who meet the basic qualification for this position and who are eligible for membership in the NYANG.	
<b>POSITION TITLE:</b> Logistics Readiness Officer		

## SPECIALTY SUMMARY

(As outlined in AFI 36-2101 and AF Officer Classification Directory)

Integrates the spectrum of the logistics processes within the operational, acquisition, and wholesale environments. The major logistics processes include distribution management, materiel management and contingency operations. Directs and manages distribution management, materiel management, contingency operations, fuels management, aerial port operations, vehicle management, and acquisition/life cycle logistics management. Plans and programs logistics support for wartime requirements. Related DoD Occupational Group: 280100.

## QUALIFICATIONS AND SELECTION FACTORS:

- Selection for this position will be made without regard to race, religion, color, creed, gender, or national origin.
- Applicants are subject to review by the MPF and as mandatory requirements are met, as outlined in applicable regulations and applicants must meet an Officer Screening and Interview Board (OSIB)
- The requirements and qualifications prescribed in this announcement are minimum for nomination of appointment consideration. Appointment is not assured merely by meeting these requirements. Persons considered must further qualify with requirements outlined in applicable regulations

**MINIMUM QUALIFICATIONS:** Must meet the minimum requirements as outlined in AFI 36-2005 and ANGI 36-2005

**MANDATORY SCHOOL:** For award of AFSC 21R3, completion of Logistics Readiness Officer basic course (L3OBR21R1) and at least one core competency is mandatory

## DUTIES AND RESPONSIBILITIES:

- Directs distribution management operations to include managing cargo distribution functions such as receiving, inspecting, tracing, tracking, packaging, and shipping of supplies, equipment and war readiness spares. Responsible for logistics pipeline management and time-sensitive delivery of materiel in support of peace, contingency, and wartime operations. Maintains accountability for supplies and equipment. Responsible for the safe and efficient organic ground transportation of personnel and cargo within and between installations in support of daily and contingency operations. Resolves problems related to storage, safety, and fire hazards. Manages storage space utilization and develops and maintains a storage facility and mechanized material handling equipment modernization program to include maintenance, future upgrades, and working stock requirements. Determines readiness requirements, including emergency supply support plans, tactical and strategic movement of personnel, materiel, and units. Schedules and coordinates movement of cargo, personnel, and personal property by commercial or military modes using systems which interface with defense total asset visibility systems. Uses in-transit visibility systems. Maintains liaison with US Transportation Command (USTRANSCOM), other services and federal agencies to schedule and coordinate movements of cargo and personnel. Ensures proper allocation and effective use of transportation resources. Establishes and administers an effective packaging and preservation program. Evaluates movement forecasts and flow of personnel and cargo into the transportation system, movement capabilities, and efficiency of modes used.

**SEE REVERSE**

- Directs materiel management operations such as, direction and management of retail or wholesale supply activities. Included are environmental compliance and inventory management. Determines, computes, and analyzes current and projected materiel requirements; applies authorizations and allowances; establishes and maintains stock levels; manages asset positioning; inspects, reviews, and evaluates work methods and procedures. Ensures accountability is maintained for supplies, equipment, and War Reserve Materiel (WRM). Determines effectiveness of functional data systems. Manages assigned information systems and applies approved standards and criteria to ensure proper implementation, operation, and results. Develops plans, programs, policies and procedures to manage materiel management activities, including systems design and analysis, determination and computation of requirements, plans for activation and inactivation, facility requirements, equipment allowances, and materiel accounting. Develops working capital fund operating programs and determines operating budget. Provides guidance on handling of readiness materiel stocks, including location, type of storage, protection, security, and quality control.

- Further Logistics Readiness Officer Duties and Responsibilities are listed in AF Officer Classification Directory.

**KNOWLEDGE:** Knowledge as a Logistic Officer in Distribution Management, Materiel Management, and Contingency Operations. A Logistics Readiness Officer must have a well-developed knowledge of all three core competencies and a well-grounded understanding of the six proficiencies: distribution management, materiel management, fuels management, contingency operations, aerial port operations, and vehicle management.

**EDUCATION:** For entry into this specialty, undergraduate academic specialization in logistics management, economics, management, business administration, computer science, information management systems, finance, accounting, petroleum engineering, chemical engineering, or industrial management is desirable.

**OTHER QUALIFICATIONS:** Applicant must be within Air Force height and weight standards at time of interview.

**TRAINING:** For award of AFSC 21R3, completion of Logistics Readiness Officer basic course (L3OBR21R1) and at least one core competency is mandatory.

**EXPERIENCE:** For award of AFSC 21R3, the officer must gain 24 months experience in any Logistics Readiness function, with no less than 12 continuous months in one of the following competencies: Materiel Management, Contingency Operations, or Distribution Management.

**OBIS:** An Officer Screening and Interviewing Board (OSIB) is scheduled to convene to interview all qualified applicants. Applicants will be informed in writing, or telephonically of date and time to appear.

**APPLICATION PROCEDURES:** Applicants will prepare and forward a Cover Letter, Resume, one copy of the AF Form 24 (*Application of Appointment as Reserve of the Air Force or USAF Without Component*), Resume, AFOQT Scores, Current Official College Transcripts (sealed envelope in application, or mailed directly to the address below), DD Form 2807-2 (Medical Prescreen of Medical History Report) and final disposition paperwork for any offenses. If prior-service, a Record of Separation/Discharge from the US Armed Forces (if applicable), vMPF records review RIP, most current Physical Fitness Evaluation Report (if applicable).

**No later than close-of-business on closing date of vacancy announcement.**

MAIL APPLICATION TO:

109TH FSS

1 Air National Guard Road

Scotia, NY 12302-9752

**ATTN: SSgt Kimberlie Burke**

**Please call SMSgt Jeffrey Dorman at 518-344-2306 or email [jeffrey.d.dorman.mil@mail.mil](mailto:jeffrey.d.dorman.mil@mail.mil) with any questions.**

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