



**AGR**  
**ACTIVE GUARD/RESERVE**

*Tennessee Air National Guard*  
**(AGR) VACANCY**  
**Announcement # M13-039**  
Dual Announced with Technician 13-028

Office of the Adjutant General of Tennessee  
Human Resources Office (HRO) Staffing  
Houston Barracks, 3041 Sidco Drive  
Nashville, TN 37204-1502

**OPENING DATE: 8 FEB 13 CLOSING DATE: 27 FEB 13 CLEARANCE: Secret**

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<b>LOCATION</b>	<b>CITY</b>	<b>STATE</b>
118 AW	Nashville	TN

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<b><u>POSITION TITLE</u></b>	<b><u>AFSC</u></b>	<b><u>MAX UMD GRADE</u></b>	<b><u>UMD POSITION NUMBER</u></b>
SUPERVISORY FINANCIAL MANAGEMENT	6F071	E-8	1027176

\*\*\*\*\*MAX GRADE E-7 DUE TO CONTROL GRADE AVAILABILITY\*\*\*\*\*

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**AREAS OF CONSIDERATION**

**FIRST: ON BOARD ONLY – AGR MEMBERS MUST BRING THEIR RESOURCE**

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**PCS:** Permanent Change of Station (PCS) allowances may be authorized, subject to the provisions of the Joint Travel Regulations and an agency determination that a PCS move is in the Government’s interest.

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**DESCRIPTION OF DUTIES/RESPONSIBILITIES:**

Performs, supervises, manages and directs financial management activities. Provides customer service. Maintains financial records for pay and travel transactions. Maintains accounting records and prepares reports. Determines fund availability and propriety of claims. Accounts for cash, checks, and other negotiable instruments. Processes commitments and obligations, payments, and collections. Serves as financial advisor to commanders and resource managers. Complies, analyzes, and summarizes data. Prepares and executes financial plans.

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**MINIMUM QUALIFICATION REQUIREMENTS:**

1. ANG members entering on full-time military duty must be medically qualified AFI 48-123. Individuals selected for an AGR tour must complete an initial physical before tour orders will be processed. FEMALES require a pregnancy test within 30 days prior to AGR start date.
  2. Members must have a score of 75 or higher on the Fitness Test to be eligible for the AGR program. Members in the ANG Weight Management Program are ineligible for entry into any type of AGR or Statutory Tour IAW ANGI 36-101 The Active Guard/Reserve program.
  3. Personnel must have sufficient retainability to permit completion of tour of duty. Cannot be eligible for or receiving an immediate Federal (Military or Civilian) retirement annuity.
  4. Eligibility/Mandatory requirement for this AFSC are located in the current AFECD.
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**REQUIRED SPECIALIZED EXPERIENCE:** Knowledge of fiscal law, accounting and payment principles/procedures, contingency operations, financial management systems, and basic computer applications, pay and travel entitlements, Air Force organization, reporting requirements, analysis techniques, financial management policies, procedures and regulations, management principles and controls, budgeting principles, financial management decision support techniques, visual, oral, and written presentation techniques, and Air Force missions.

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**APTITUDE REQUIREMENT: G 57**

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**ADDITIONAL REQUIREMENTS:**

- 1) No record of conviction by a civilian court for offenses involving larceny, robbery, wrongful appropriation, or burglary. Never received nonjudicial punishment under the Uniform Code of Military Justice (UCMJ) or been convicted by military courts-martial for offenses involving acts of larceny, wrongful appropriation, robbery, or burglary as delineated in UCMJ Articles 121, 122, 129, and 132.
  - 2) Must complete Senior Non Commissioned Officer Academy within 36 months of appointment.
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**AUTHORITY:** Individual(s) selected will be ordered to Full-Time Duty (State) status under the authority of Title 32 USC, Section 502 (f).

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**HOW TO APPLY:**

ALL APPLICANTS MUST SUBMIT THE FOLLOWING DOCUMENTS WHICH ARE MANDATORY FOR EVALUATION: **\*\*\*Application packets may be emailed to FulltimeEmployment@ng.army.mil\*\*\***

- a. NGB Form 34-1 (Completed and Signed)
  - b. RIP (Report on Individual Person)
  - c. One (1) copy of the most recent physical examination (AF 422), Report of Medical Examination
  - d. Current Physical Fitness Assessment letter.
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**MAIL TO:**

The Adjutant General, ATTN: JFHQ-TN-HRO  
304 Sidco Drive  
Nashville, TN 37204-1501

**CONTACT US:**

Staffing: SMSgt BRANDIE KING  
DSN: 683-0647  
Comm: 615/313-0647  
FAX: 615/313-0639

1. **Applications should be emailed to above address.**
  2. Applications will not be returned.
  3. Applications that are emailed will receive a reply.
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**EQUAL OPPORTUNITY STATEMENT:**

The Tennessee National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.

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