



AGR VACANCY ANNOUNCEMENT ENLISTED

THE ADJUTANT GENERAL
NEW MEXICO AIR NATIONAL GUARD
ATT: NMANG-HR-AD
47 BATAAN BLVD
SANTA FE, NM 87508

ANNOUNCEMENT NO:
NME 24-018

OPENING DATE
8-August-24

CLOSING DATE
9-September-24

POC: MSgt. Alejandro Unale
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OPEN FOR FILL
 STATE NMANG
 NATIONWIDE NMARNG

POSITION TITLE: Production Controller.

LOCATION OF POSITION: 150th Maintenance Operations Flight, New Mexico Air National Guard, Kirtland Air Force Base, New Mexico 87117.

AREA OF CONSIDERATION: Open to all members of the New Mexico Air National Guard. Position is open to any 2AX7X, 2WX7X, and 2RX7X AFSC. Open to the rank of E-8 or promotable E-7s. There is no control grade available currently.

DATE VACANCY EXISTS: Currently with a projected start date of 1 February 2025 or TBD by Commander.

ELIGIBILITY REQUIREMENTS TO QUALIFY FOR AGR TOUR:

Enlisted must meet AFSC, requirements as outlined in AFECD. If medical exam is older than 30 days, applicant must submit an AF Form 895. Submit applications on NGB Form 34-1. Must meet the physical examination qualification outlined in Chapter 12, ANGI 36-101, and IAW AFI 48-123 Medical Examination and Standards. Examination must have been conducted within 18 months before the date of entry on military duty. Must meet and comply with weight standards at the time of entry into AGR duty. Should be able to acquire 20 years of active duty prior to mandatory separation date. Should be able to serve at least five (5) consecutive years in the AGR program prior to becoming eligible to receive military non-disability retirement or retainer pay. Must not be eligible for, or receiving an immediate Federal (military or civilian) retirement annuity.

SPECIAL INFORMATION: As a condition of employment, **selected** agrees to attend all Unit Training Assemblies and Annual Training deployments, special projects, and exercises when required, with his/her unit of assignment; applicant must be assigned to a Military UMD in the unit they support and UMD compatible AFSC prior to Active Duty Tour. The military uniform will be worn in accordance with AFI 36-2903.

INSTRUCTIONS FOR APPLYING: Submit application using a NGB Form 34-1, which is on the internet at <https://usaf.dps.mil/sites/34163/150SOW/JOBS/SitePages/Home.aspx>. Completed applications will be scanned into one PDF file and emailed to alejandro.unale@us.af.mil **no later than** the closing date. You must submit a separate PDF file for each job you are applying for.

REQUIRED DOCUMENTS: All applications must include the following documents:

Completed NGB 34-1

Current Record Review RIP from vMPF (not more than one (1) year old)

Current copy of your Official Air Force Fitness Assessment Individual tracker (myFitness).

EQUAL OPPORTUNITY: The New Mexico Air National Guard is an Equal Opportunity Organization. Selection for this position will be made without regards to race, color, religion, sex, age, or national origin.

CLOSING DATE: Applications will be forwarded to the HRO office, to arrive **no later than** the business day on the closing date specified on the vacancy announcement.

Production Controller

1. Specialty Summary. This position is located in the Job Control Section of the Maintenance Control Branch. The purpose of this position is to provide planning, scheduling and control of aircraft maintenance through a variety of support maintenance shops.

2. Duties and Responsibilities:

1. Implements preliminary (advance) maintenance plans for assigned weapon systems and schedules immediate maintenance for transient aircraft. Designates, maintains and monitors current maintenance repair priorities of aircraft to ensure actuality and compliance with flying schedules. Authorizes and assigns aircraft maintenance jobs, job control numbers either manually or through a computerized maintenance system, work priorities, and start and completion times for scheduled and unscheduled maintenance of aircraft. Conducts the control and dispatch of shop assignments. Monitors progress of job completion by dispatched personnel. Controls maintenance on assigned aircraft and related support and training equipment. Takes prompt and decisive action to make on-the-spot adjustments to maintenance repair priorities necessitated by unscheduled maintenance requirements and incorporates all unscheduled maintenance into a daily plan.

2. Maintains visual aids depicting status of maintenance actions in progress, special availability and status of aerospace vehicles, aerospace ground equipment (AGE), training equipment, transportation and tow vehicles, munitions loads, arming of guns and munitions, and location of aircraft and dispatched AGE. Maintains a visual schedule of daily Flying, noting deviations and cancellations.

3. Coordinates with Materiel Control on mission capable (MICAP) and non-mission capable

status (NMCS) of parts, adjustments to in-shop work priorities, and verification of urgency of need designators. Determines the source of supply for cannibalization actions.

4. Coordinates with Quality Assurance on functional check flight (FCF) requirements, Air Operations on flying schedule, other maintenance shops for coordination of repair work and with other functional areas as required.

5. Requests necessary support services such as fire fighting activity standby, fuel and defuel and civil engineer support. Directs physical movement of aircraft and aerospace ground equipment.

6. Controls the maintenance communications and transportation systems to provide for the effective transmission of information and movement of material and maintenance personnel.

7. Develops and maintains current procedural check sheets for use during actions such as mass loads combat turnaround, broken arrow (nuclear emergency), emergency notification, aircraft crash, flightline fire, severe weather warning evacuation. Monitors and revises the sequence of preselected aircraft required for contingency commitments.

8. Makes required inputs to the automated data system and retrieves data and/or computer generated products as required.

9. Conducts training of assigned military personnel.

10. Performs other duties as assigned.

c. SUPERVISORY CONTROLS

Works under general supervision of the Maintenance Control Supervisor. Performs duties in accordance with established policies and procedures referring only problems of a difficult nature to supervisor for advice and guidance. Work is reviewed in terms of quality, timeliness of service and final results achieved.

Performs additional duties as assigned.

Note: Incomplete packages will not be considered.