

**MILITARY DEPARTMENT OF ARKANSAS
HUMAN RESOURCES OFFICE, BLDG 3000
CAMP ROBINSON-HRO-BOX 17
NORTH LITTLE ROCK, AR 72199-9600**

AGR EMPLOYMENT OPPORTUNITY ANNOUNCEMENT NUMBER: 26-028A

OPENING DATE: 17 MAR 2026

CLOSING DATE: 31 MAR 2026

POSITION TITLE: CHIEF, VEHICLE MANAGEMENT FLIGHT

MILITARY GRADE REQUIREMENTS: Enlisted, minimum grade SMSgt/E-8 not to exceed the grade CMSgt/E-9 (pending controlled grade availability)

LOCATION: 188th Wing, Fort Smith, AR, Air National Guard

NOMINATING OFFICIAL: Maj Samuel Grounds

Individual selected will be ordered to full time duty (state) in Active Guard/Reserve status under Title 32 USC 502(f). Benefits will be commensurate with grade/rank and years of service.

AREA OF CONSIDERATION: All members of the Arkansas Air National Guard or those eligible for membership, that possess the applicable Air Force Specialty Code (AFSC), in accordance with (IAW) Air National Guard Instruction (ANGI) 36-101.

QUALIFICATION REQUIREMENTS: Must possess AFSC 2T371 or 2T377 as outlined in the DAFECD. Must possess a valid state driver's license to operate government motor vehicles and vehicular equipment in accordance with AFI 24-301. Applicants must meet Physical Fitness Standards as stated in the Department of the Air Force Manual (DAFMAN) 36-2905. Selectee must meet the PHA requirements outlined in DAFMAN 48-123 and AFI 48-170 and be current in all Individual Medical Readiness (IMR) requirements in accordance with AFI 10-250. **Note: Individuals must meet minimum grade requirements.** Applicants who exceed the maximum grade of this position (see Military Grade Requirement above) may apply; however, they will be required to accept an administrative reduction in grade prior to being placed into this position. Must possess or be able to obtain a Secret security clearance.

PLACEMENT FACTORS: Selectee will be subject to uncommon tours of duty, rotational shift assignments and overtime duty. May be required to fly in military or commercial aircraft for Temporary Duty (TDY) purposes. Reserve Component Physical Health Assessment must medically qualify selectee within 12 months of closing date of announcement. Selectee will participate in unit of assignment during Regularly Scheduled Drills (RSDs) and Annual Training periods including deployments, special projects and exercises. Upon assignment, must be a member of the 188 WG, and assigned to a compatible military position in AFSC 2T3XX.

SUMMARY OF DUTIES: Plans, organizes, and directs vehicle management activities. Ensures adequate manpower authorizations, personnel, tools, equipment, spare parts, and workspace are available. Establishes production goals, quality controls, operating instructions, annual budgets, and self-inspection programs. Maintains liaison with users and supply organizations regarding spare parts requirements. Promotes customer satisfaction. Initiates action for interservice and intraservice vehicle maintenance support requests from other Department of Defense agencies. Oversees fleet management and analysis, as well as maintenance activities responsible for vehicle repair, analysis, training, parts procurement, and contingency planning to ensure effective use of maintenance resources. Coordinates on and assists using organizations with processing procedures for vehicle authorization changes. Reviews and coordinates on vehicle abuse, accident, and incident cases. Provides input to and reviews the Aerospace Expeditionary Force (AEF) Reporting Tool.

Ensures accountability for vehicle fleet, tools, equipment, space, supplies and facilities. Monitors and validates vehicle authorizations, new vehicle requests, annual vehicle buy program, limited technical inspections, vehicle depot-level repair requirements, vehicle add-on equipment request, reimbursement and refundable actions, vehicle utilization, vehicle minimum essential levels, vehicle priority recall list, vehicle and part

warranties, manpower changes, requirements, and facility upgrades. Monitors parts procurement programs to ensure compliance with all applicable guidance. Monitors related contracts and identifies problems to the contract administrator. Supervises programs affecting depot level repairs, shipment of vehicles, maintenance priorities, record keeping, material deficiency reporting, preventative maintenance and inspections, special inspections, fleet management, registered equipment management and analysis to ensure regulatory compliance. Oversees the collection, control and disposition of hazardous and toxic waste material accumulations, vehicle lease program and vehicle control program. Ensures compliance with developed safety practices, policies, and standards. Reviews and approves vehicle lesson plans for compliance with technical data and safety standards. Reviews vehicle/equipment modification request for safety and compliance with technical data, forwards request to approval authority if valid.

Periodically inspects maintenance, repair sections, fleet management, analysis, and material control. Determines operational status and solves complex maintenance, fleet management, supply, and personnel problems. Analyzes maintenance reports, past and current performance, and inspection reports to ensure cost effective operations, timely preventive maintenance, repairs, and rebuilding of vehicular equipment. Identifies unfavorable trends as they occur. Initiates corrective actions and revises procedures to improve effectiveness and eliminate deficiencies. Monitors and coordinates on military construction projects affecting vehicle management areas.

HOW TO APPLY:

DOCUMENTS MUST BE IN ONE PDF IN THE ORDER LISTED BELOW:

- 1. NGB 34-1 Application for Active Guard/Reserve (AGR)** – Must ensure employment announcement number (EOA) and position title are filled in appropriately as defined on this announcement. All applicable portions of the form must be completed. This form must be signed and dated. Must explain any “yes” answer per instructions in Section V (except questions 9 & 17).
- 2. Current Individual Medical Readiness (IMR)** – All statuses must be current/ready. If “not ready” an AF Form 469 is mandatory. Regardless of the profile type, if your IMR under the “Profile” column shows a 469 link the AF Form 469 is required with your package, as it is applicable (see requirement 6). Official IMR copy must have the applicant’s system generated name/date and reflect a PHA within 12 months of announcement close date. It is required to submit your IMR in the following manner: log into your IMR, right click, print, Adobe PDF, select “more settings”, click “headers and footers”. The headers and footers date stamp must be within 30 days of announcement closeout. Screen prints will not be accepted.
- 3. Current Fitness Tracker Report with history** – Submit all pages. Must be the Fitness Tracker Report generated by myFITNESS; no other report will be accepted. Log into myFSS/ myFITNESS and select the Fitness Tracker Report and then right click on the report that was generated and save to PDF. The report run date must be no more than 30 days old from the announcement closeout. The report run date is in the top right-hand corner of the fitness tracker. Official PDF copy from myFitness database must have applicant’s system generated name/date on it. Must reflect current passing fitness results. Any exemptions on the last fitness test must include the applicable AF Form 469 in the package. Screen prints will not be accepted.
- 4. vMPPF RIP** - Submit all pages. Log into vMPPF, under Personal Data click Record Review/Update, click View/Print All Pages, right click, print, Adobe PDF, select “more settings”, click “headers and footers”. The headers and footers date stamp must be within 30 days of announcement closeout.
- 5. SF 181** – Race and National Origin Identification. Omission or unanswered questions require a justification memorandum.
- 6. AF Form 469** - if applicable to applicant (see requirements 2 and 3).

Print and scan packets or after digitally signing the 34-1, print to PDF and then merge all documents.

Once all documents are combined into one PDF, complete a cursory review of the ENTIRE application.

Note: A common error that results in most disqualifications is the NGB 34-1 signature is stripped when the PDFs are combined or is stripped in the email system if not saved per the statement above. Failure to do so will result in disqualification.

Limit file size to 3 MB, failure to do so may result in the attachment being stripped from the email or rejected. Downsize instructions – Open PDF, click file, save as other, reduced size PDF, click OK, click save, click yes

FAILURE TO FOLLOW AND PROVIDE THE DOCUMENTS, IN THE REQUIRED MANNER, WILL RESULT IN A DISQUALIFICATION.

E-mail application to both addresses:

ng.ar.ararng.mbx.hro-agr-applications@army.mil

AND

naomi.perez-taylor@us.af.mil

***** Be advised, applications are not reviewed until after the announcement closes. *****

Email subject line AND your application must be named: Rank Last name, First name and Announcement Number - Current Status. Failure to do so may result in your application not being received.

**Example: TSgt Doe, John 55-555A – Active Duty, or AGR, or Technician, or DSG

THE ARKANSAS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER, AND AS SUCH ALL APPLICATIONS FOR THIS POSITION WILL RECEIVE CONSIDERATION WITHOUT DISCRIMINATION FOR ANY NON-MERIT FACTOR SUCH AS RACE, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, MARITAL STATUS, AGE, OR MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.