



# NEW JERSEY NATIONAL GUARD

## ACTIVE GUARD RESERVE (AGR)



<b>POSITION TITLE:</b>	<b>AFSC</b>	<b>OPEN DATE:</b>	<b>CLOSE DATE:</b>
------------------------	-------------	-------------------	--------------------

<b>UNIT OF ACTIVITY/DUTY LOCATION:</b>	<b>GRADE REQUIREMENT:</b> Min:                      Max:
--	---

<b>SELECTING SUPERVISOR:</b>		
------------------------------	--	--

### AREAS OF CONSIDERATION

### MAJOR DUTIES

### INITIAL ELIGIBILITY CRITERIA

### ACTIVE GUARD AND RESERVE REQUIREMENT

**TECHNICIANS ENTERING AGR TOUR AND BONUS/INCENTIVES RECIPIENTS**

**SPECIAL ANNOUNCEMENT CRITERIA**

**APPLICATION PROCEDURES**

**INSTRUCTIONS TO COMMANDERS/SUPERVISORS:** Selecting supervisor will contact qualified applicants for interviews after receipt of selection register from HRO REMOTE. After completion of interview, send selection register to HRO REMOTE. After the Human Resources Officer HRO approves the selection package, the HRO office will send a notification letter to notify all applicants of their selection/non- selection.

**THE NEW JERSEY NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, color, religion, gender, national origin, or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC some positions may have gender restrictions.

CEM Code 2F000  
 AFSC 2F091, Superintendent  
 AFSC 2F071, Craftsman  
 AFSC 2F051, Journeyman  
 AFSC 2F031, Apprentice  
 AFSC 2F011, Helper

**★FUELS**  
 (Changed 31 Oct 23)

1. **★Specialty Summary.** Responsible for the Air Force's global petroleum and cryogenic product stocks. Executes quality analysis, controls, and remedies for all Class III Energy commodities. Operates, receives, stores, and issues petroleum, cryogenics, and alternative energy products using state of the art specialized fueling equipment, vehicles, storage facilities, hydrant systems, and other tactical support equipment. Fuels personnel demonstrate a high degree of skill in the forms of operational assessments, building tactical source solution plans, employ modernized fueling concepts, execute budgeting, bulk requisitioning, daily accounting, product receipt, inventory control, document sales to provide fuel and cryogenic logistical support. Provides oversight for the direct movement of petroleum and cryogenic while applying digital fluency concepts and modalities to connect CLIII capabilities to requirements by collecting, extracting, conducting feasibility analysis, and interpreting logistics data from information systems and plans to determine supportability and execution required to maintain peacetime and wartime inventory levels. Trained to support and provide power to every weapon system in the Air Force Arsenal. Conducts agile Fuels operations in austere conditions using night vision with aircraft engines running to ensure constant projection of lethal firepower for contested logistics environments. Fuels Airmen earn commercial industry equivalent certifications on petroleum standards, driving and uses training models to assure mission execution. Assess environmental protection, safety, compliance, and energy conservation. Performs maintenance on all related equipment, facilities, vehicles, and testing tools used for Energy applications. Related DoD Occupational Subgroup: 182100

2. **★Duties and Responsibilities.** Directs receipt, storage, transfer, and issue operations for petroleum, alternate fuel, and cryogenic products. Forecasts product requirements, places orders for products, and performs product receipt operations. Ensures proper handling and segregation of products received and verifies quantity and quality. Documents discrepancies in product receipt quantities and quality. Isolates off-specification products and takes appropriate actions to correct quality problems. Ensures compliance with all safety and environmental regulations.

2.1. **★Manages, maintains, and operates storage and dispensing facilities.** Rotates stock to prevent product quality degradation. Ensures an effective operator maintenance program is carried out. Maintains inspection and maintenance records for facilities. Reports facility deficiencies to appropriate maintenance activity. Initiates facility upgrades and construction projects. Inspects and maintains cryogenic storage tanks and support equipment. Operates and maintains cryogenic production plants. Manages, maintains, and operates Fuels Support Equipment (FSE) and Fuels Operational Readiness Capability Equipment (FORCE) used for bare-base operations.

2.2. **★Performs technical fuels functions.** Operates Fuels Service Center (FSC) to monitor all product movements and ensure timely response to mission requirements. Coordinates refueling requirements with supported agencies and ensures appropriate prioritization of support requirements. Ensures vehicle preventive maintenance program is effective and reliable. Operates mobile and hydrant refueling equipment to dispense products to aircraft and ground support equipment and facilities. Operates cryogenic storage tanks to receive and dispense products.

2.3. **★Maintains fuels and cryogenic records.** Ensures accuracy of receipt, inventory, and issue documents. Processes computer transactions to ensure proper billing and payment for all product receipt and issue transactions. Monitors product temperature and handling gains and losses to ensure they are within tolerance. Coordinates gain/loss investigation when acceptable tolerances are exceeded. Compiles data and generates ad hoc and recurring reports. Monitors inventory levels to ensure adequate stocks are on-hand to support peacetime and prepositioned wartime stock requirements. Inputs data into the FuelsManager® Defense (FMD) to ensure accurate accountability. Reconciles information systems to ensure all transactions have processed correctly.

2.4. **★Maintains quality control of fuel and cryogenic products.** Operates and maintains laboratory test equipment. Collects and analyzes product samples from receipt sources, bulk storage tanks, and dispensing vehicles and equipment. Documents test results in FMD and conducts trend analysis on product quality. Establishes a sample correlation program with the Aerospace Fuels Laboratory to validate the integrity of the base-level analysis procedures. Collects fuel samples from crashed aircraft and submits them to the Aerospace Fuels Laboratory for analysis. Ensures an effective product segregation and recovery program is implemented. Establishes and manages a Quality Control hold program.

2.5. **★Oversees unit personnel readiness.** Monitors unit manning document and allocates personnel to authorized positions. Participates in mobility planning, submits resources and training system data, and evaluates and approves unit type code (UTC) changes. Reviews and monitors status of JFA/JFD UTCs and provides updates to the Unit Deployment Manager (UDM) and verifies Deliberate and Crisis Action Planning and Execution Segments (DCAPES) and Defense Readiness Reporting System (DRRS) reporting.

2.6. **★Assess, inspects, and performs preventive maintenance on the fueling vehicle fleet.** Determines the overall mechanical condition of equipment. Corrects deficiencies as required. Analyzes malfunctions, documents deficiencies, conducts maintenance actions, and coordinates additional repairs with the Refueling Maintenance shop. Tests repaired fueling units for proper operation. Verifies proper operation of installed safety devices. Performs scheduled inspections, preventive maintenance, and on-the-spot repairs. Uses technical publications to maintain refueling equipment. Coordinates with Refueling Maintenance and assists with preparing refueling equipment for shipment.

### 3. ★Specialty Qualifications:

- 3.1. ★**Knowledge & Competency.** Knowledge and competency are mandatory regarding knowing and understanding the composition, properties, and characteristics of petroleum products and cryogenic fluids, including toxic, explosive, and fire hazards; environmental protection procedures; conservation; methods of receiving, storing, testing, and evaluating fuel and cryogenic fluids under normal, or operating within remote locations or in support of deployment and contingency operations.
- 3.2. ★**Education.** For entry into this specialty, completion of high school, additional courses in general science, computer science, mathematics, and chemistry, and any Commercial Operator License qualifications are desirable.
- 3.3. ★**Training.** For award of AFSC 2F031, completion of CDL military equivalent and the Fuels Apprentice Course is mandatory.
- 3.4. ★**Experience.** The following experience is mandatory for award of the AFSC indicated:
- 3.4.1. ★2F051. Qualification in and possession of AFSC 2F031. Completion of all 5-level competency objectives and course requirements outlined in 2F Career Field Education and Training Plan (CFETP).
- 3.4.2. ★2F071. Qualification in and possession of AFSC 2F051, completion of all 7-level competency objectives and courses outlined in CFETP and must complete 7-Level Petroleum Logistics Management Course (PLMC) Training Course.
- 3.4.3. ★2F091. Qualification in and possession of AFSC 2F071, completion courses required, awarded 034 SEI and must complete the Planning Operations & Logistics (POL) course.
- 3.5. Other. The following are mandatory as indicated:
- 3.5.1. For entry into this specialty:
- 3.5.1.1. Normal color vision as defined in DAFMAN 48-123, *Medical Examinations and Standards*.
- 3.5.1.2. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Ground Transportation*.
- 3.5.1.3. ★For Air Force Reserve Command and Air National Guard retraining candidates, a mandatory grade of TSgt or below with less than 10 years Total Federal Military Service is required.
- 3.5.1.4. See attachment 4 for additional entry requirements.
- 3.5.2. For award and retention:
- 3.5.2.1. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environment. For award and retention of AFSCs 2F0XX, completion of a current T3 Investigation required IAW DoDM 5200.02\_ AFMAN 16-1405, *Air Force Personnel Security Program*, is mandatory.
- NOTE:** Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405.
- 3.5.2.2. For award and retention of these AFSCs: must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security*.