



NEW JERSEY NATIONAL GUARD

ACTIVE GUARD RESERVE (AGR)



POSITION TITLE:	AFSC	OPEN DATE:	CLOSE DATE: 22 Apr 2024
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UNIT OF ACTIVITY/DUTY LOCATION:	GRADE REQUIREMENT: Min: Max:
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SELECTING SUPERVISOR:		
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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 2R200
AFSC 2R291, Superintendent
AFSC 2R271, Craftsman
AFSC 2R251, Journeyman

★ MAINTENANCE MANAGEMENT
(Established 31 Oct 23)

1. ★ Specialty Summary. Central agency for scheduling, documentation, management, monitoring, and developing strategies for aerospace vehicles, engines, armament/munitions, missiles, space systems, AGE, and selected equipment inventory. Ensures aerospace vehicles and supporting equipment are managed and documented in accordance with established policy and advises maintenance leadership on fleet health. Initiates studies, investigations and performs statistical analysis to aid in the development and coordination of generation flow plans for units required to meet emergency war order and wartime taskings. Presents information to help senior leadership assess the health of the units' weapon systems and equipment. Manages and operates maintenance management information systems (MIS).

2. ★ Duties and Responsibilities:

2.1. Provides written guidance, reports and special studies for recommendations and briefings to account for flying hour data, equipment performance, materiel consumption, scheduling, management, and resources. Uses statistical techniques, interprets findings from data, identifies trends and significant deviations to ensure senior leaders are briefed fleet health and recommends corrective action when appropriate. Manages aerospace vehicle maintenance and utilization requirements by developing plans and establishes production schedules to meet mission requirements. Determines maintenance capabilities, production factors and work priorities in developing operational schedules. Prepares daily, weekly, monthly, quarterly, and annual utilization schedules for known maintenance and operational mission and training requirements. Coordinates with base activities to ensure support is available to meet schedules.

2.2. Controls, maintains, and audits weapons systems records in the applicable MIS. Coordinates and develops aircraft configuration, Time Compliance Technical Orders (TCTO), Special Inspections (SI), and time change items (TCI), ensuring they are documented in accordance with aircraft documentation policies in the appropriate MIS. Coordinates with appropriate information management and processing centers to ensure automated systems capability and compatibility with customer requirements are met. Focal point for validating and tracking MIS requirements and enhancements for higher headquarters approval.

3. ★ Specialty Qualifications:

3.1 Knowledge: Maintenance and operations organization management and procedures applying to aircraft, missiles, communications-electronics, space systems, or related equipment. Exercise critical thinking, utilizing analytical theory and statistical processes while also being knowledgeable on planning, scheduling, and documenting maintenance and MISs; concepts and application of maintenance directives; aerospace vehicle, operational, inspection, and time change management; delayed discrepancies; TCTO; and engine subsystems.

3.2. Education. For entry into this specialty, computer literacy, knowledge of commercial off the shelf (COTS) data management and visualization, and high school completion with courses in algebra, effective writing, public speaking, and typing are desirable.

3.3. Training. The following training is mandatory for award of the AFSC indicated:

3.3.1. 2R231. Completion of a basic maintenance management analysis & scheduling course.

3.3.2. 2R271. Completion of an advanced maintenance management analysis & scheduling course.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated:

3.4.1. 2R251. Qualification in and possession of AFSC 2R031 or 2R131. Also, experience in maintenance management activities.

3.4.2. 2R271. Qualification in and possession of AFSC 2R251. Also, experience performing or supervising maintenance management functions and activities.

3.5. Other. The following are mandatory as indicated:

3.5.1. See attachment 4 for entry requirements.

3.5.1.2. The following is mandatory for retraining candidates within the Air Force National Guard and Air Force Reserve Command:

3.5.1.2.1. Grade of E-6 or below with less than 10 years Total Federal Military Service.

3.5.2. Must maintain local network access in accordance with AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.

3.5.3. Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environment. For award and retention of AFSC 2R231/51/71, completion of a current T3 Investigation required in accordance with DoDM 5200.02, AFMAN 16-1405, AFGM 2022-03, Air Force Personnel Security Program, is mandatory.