



OKLAHOMA AIR NATIONAL GUARD
ACTIVE GUARD RESERVE (AGR)
TOUR VACANCY ANNOUNCEMENT # 77-25

PROJECT MANAGER

OPEN DATE: 4 JUN 25	CLOSING DATE: 17 JUN 25
UNIT/DUTY LOCATION: 205 EIS, OKC, OK	COMPATIBLE AFSC: 1D7X1
MINIMUM GRADE: E-6	MAX GRADE: E-7
OPEN TO MEMBERS OF THE 137 SOW	RETRAINING AVAILABLE: YES
ASVAB: Electronic: 60	PULHES: 333232

BRIEF DESCRIPTION OF DUTIES: Serve as the Project Manager and primary technical consultant in the IT infrastructure field and for the implementation of new IT Services provided by an EIS. Additionally, incumbent will supervise, manage, and direct employees, who plan, engineer, coordinate and execute the installation, testing, analysis, modification, and repair of complex state of the art C4I systems and infrastructures for DoD customers, and U.S. Air Force. Provides primary oversight of IT infrastructure planning projects requiring new or modified IT infrastructure. Develops information technology project plans. Conducts on-site and/or virtual pre-site surveys to evaluate proposed projects in determining unit capabilities to either accept or reject projects based on valued training, manpower, skills, equipment, funds, and other resources. Accepts new projects and establishes project deadlines and priorities based on general established schedules, methods and policies. Develops, assesses and plans the implementation of information technology, telecommunication, and communications-electronics systems. Ensures project packages are reviewed, preinstallation surveys are performed and allied support, funding, and technical problems are resolved prior to installation team start date. Serves as liaison with installation officials and with higher headquarters on behalf of the EIS regarding plans, problem areas, program requirements, and methods of accomplishment for IT construction projects and network modernization. Monitors status of project milestones, coordinates with mission and support functions when milestones change and adjusts resources to ensure that teams and equipment are available to meet job requirements. Supervises the daily operation of technicians engaged in the planning and engineering for the installation, testing, analysis, modification, and repair of complex and state of the art C4I systems and infrastructures. Establishes and implements organization policies, plans and objectives. Establishes priorities and plans and assigns work to accomplish the mission. Identifies functional areas with incumbent's span of control for potential mismanagement of programs, fraud/waste or abuse of resources, and implements and manages controls to comply with the activity regulations, existing public laws and other directives. Keeps the Commander informed on overall work operations and status of projects. Responsible for observing all safety rules, regulations and directives applicable to the work assignment. Candidates must meet the PM training requirements outlined in T.O. 00-330-2002-2 (SEI 200, LFA Project Management Course, LFA EI Project Engineering Course, and AFJQS 1D7XX-201M Cyber Infrastructure Planning) or be able to obtain the requirements within 12 months of assignment.

LENGTH OF TOUR: Initial tours will not exceed 3 years and constitutes the Probationary Period. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).

BASIC QUALIFICATIONS REQUIRED: In accordance with ANGI 36-101, *Air National Guard Active Guard Reserve (AGR) Program*, Para 12.2. Eligibility for AGR Tours: Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in DAFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status. IAW DAFI 48-123 para11.10.2.1 applicants with a concurrent AGR assignment must have a current PHA on file. AGRs must have a current favorable adjudicated personnel security investigation that is commensurate with their currently assigned AFSC. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. Individuals on a DD Form 469, Duty Limiting Condition Report at the time of AGR physical package evaluation will not be deemed medically qualified. Individuals may apply for AGR tours as long as they meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour. An initial AGR order will not be published prior to ensuring the selected applicant is off any duty limitations before starting their AGR tour. Application

packets will be qualified based upon requirements listed in ANGI 36-101, *Air National Guard Active Guard Reserve (AGR) Program*, The Air Force Enlisted/Officer Classification Directory and eligibility requirements listed on this announcement. **Members will process through the AGR Continuation Board when serving on an initial AGR tour.**

PAY & ALLOWANCES/MAJOR BENEFITS: AGR personnel receive Base Pay, Basic Allowance for Subsistence, Basic Allowance for Housing; Full medical care in military treatment facilities for AGR member and partial medical care and TRICARE benefits for dependents of AGR member. All AGR personnel are required to participate in electronic funds transfer (EFT) for all payments as a condition of employment per PL 104-134, 26 July 1996, The Debt Collection Improvement Act of 1996.

ADDITIONAL INFORMATION: **When max grade is listed as: E-8, E-9, O-4 – O-6, grade availability is dependent upon state control grade availability.** Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Over grade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Persons eligible for or receiving a federal retirement annuity are not eligible to apply. Restoration rights for Federal employees accepting AGR tours will be in accordance with Chapter 353, Federal Personnel Manual. AGR personnel are subject to the Oklahoma Code of Military Justice (OCMJ). AGR personnel are protected by Title VI, Civil Rights Act of 1964.

APPLICATION INSTRUCTIONS: Applications must be sent electronically by email to: stephanie.olejownik@us.af.mil. **Failure to submit all required documents as outlined below will result in your application not being considered for employment.** IAW ANGI 36-101, all applicants must submit:

1. NGB Form 34-1, *Application for Active Guard Reserve (AGR) Position*.
2. Current Virtual MPF RIP (within 30days).
3. Most recent *Report of Individual Fitness* from myFitness.
4. AF FORM 422 Must be obtained and verified within 6 months from your Medical Group.
5. Resume Detailing Experience (Optional).

Please upload all documents, in the order as listed above, as one (1) pdf. Portfolio formats are accepted. The file and email subject line should read as: **AGR Application: LastName, FirstName, VA#, JobTitle**
EXAMPLE: AGR Application Doe, John, 01-25, Crew Chief

How to combine/merge a PDF:

1. Click Tools
2. Click Combine Files
3. Drag and drop your PDFs into the PDF combiner.
4. Rearrange individual pages or entire files in the desired order.
5. Add more files, rotate, or delete files, if needed.
6. Click 'Merge PDF!' to combine and download your PDF

How create a portfolio:

1. Click Tools
2. Click Create PDF
3. Click Multiple Files
4. Click Create PDF Portfolio and Next
3. Drag and drop your PDFs into the PDF combiner.
4. Rearrange individual pages or entire files in the desired order.
6. Click 'Create!' to combine and download your PDF

If you have any questions, please contact SMSgt Stephanie Olejownik at 572-247-5255.