**Vacancy Announcement:** A24-134

**Wing/Duty Location:** CA Headquarters/CHQC Sacramento, CA

**Open Date:** 5-April-2024

**Close Date:** 11-May-2024

**Position Title:** Military Personnel Management Officer (MPMO)

**AFSC:** Any AFSC (38F preferred)

**Required Rank:** O3-O5

**Position Number:** 0084830434

**Area of Consideration:** Nationwide

**Position Availability**: 1-Jul-2024

**Controlled Grade Required**: Yes - The selection of an O4/Maj or O5/ Lt Col is contingent on the availability of a Controlled Grade.

**Additional Notes:** ***This position is a Limited On-Time Tour not to exceed 3 years; Position subject to extension of up to 1 year upon resource availability and approval. Please see ‘Condition of Employment for additional information.***

**Qualification Requirements**

This opportunity is only available to current members of the Active, Reserve, and Guard components of the United States Air Force and Space Force. All applications will be accepted; however, first consideration will be given to Group A and/or Group B.

Knowledge:

* Knowledge of the following core responsibilities are mandatory: Force Development, Career Development, Force Management, Civilian Employee Management, Workforce Analytics, Requirements Determination, Organization Principles, Performance Management, Manpower Resource Allocation, Customer Support, Readiness, Food Operations, Fitness Operations, Lodging Operations, Recreation, Resource Management, Mortuary Affairs, Casualty, and Quality of Service Programs.

For award and retention of this position:

* Please refer to the Air Force Officer Classification Directory (AFOCD) for a list of requirements for this AFSC.

Applicants are assessed into Groups A, B, or C:

* Group A – All applicants who meet the area of consideration and currently possessing the required rank/AFSC and skill level.
* Group B – Current CA AGR members who apply and do not possess the required AFSC and skill level, but who are eligible for retraining.
* Group C – All other applicants who do not meet the area of consideration but meet the required rank/AFSC and skill-level, or who do not possess the required AFSC and skill level but meet the rank requirements and the basic AFSC entry requirements IAW AFOCD (Officer) and AFECD (Enlisted). Group C applicants are forwarded to the selecting official on request when a selection is not made from the Group A and B Certificate.

**Conditions of Employment**

Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 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.

IAW ANGI 36-101, para 5.5. AGR Airmen are subject to the provisions of the DAFMAN 36-2905, Department of the Air Force Physical Fitness Program. 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. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete CNG Form 690-29 Statement of Understanding.

Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program. All notifications of selection are conditional until verification of security clearance, medical clearance, and HRO approval.

**NOTE:** This position is a limited duty tour not to exceed 3 years. Position may be extended up to 1 year depending on the availability of AGR resource funding and/or controlled grade. Candidates who are not currently an on-board AGR and do not currently have career status as an AGR will be on-boarded as a One-Time Occasional Tour AGR. Selected candidate will be required to sign a Statement of Understanding acknowledging the conditions of this position.

**Required Documents for Applications**

Interested applicants must submit the following mandatory documents. Incomplete/expired paperwork will **NOT** be considered. Other documents (EPRs/OPRs, Resume, etc.) are **optional**. All basic qualifications and requirements MUST be met by the closing date of the announcement.

* NGB Form 34-1 Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on this form.
* Copy of Records Review RIP within last 30 days. Print from Virtual MPF (Preferred), or visit your local MPF (RIP must show your ASVAB scores and awarded AFSCs).
* Official Physical Fitness Assessment from AFFMS or myFitness. Most recent printout.

**Instructions for Submitting Applications**

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin.

NOTE: Pay close attention to the email address. For the sake of equity, applications not received due to incorrect address will not be considered.

* Applications must arrive at the HRO Applications Inbox at the following e-mail address: CAHQ.J1HROAGR.ANG@us.af.mil **no later than 2359 Pacific Time on the closeout date of the job announcement.**
* Applications must be complete upon initial submission in **ONE SINGLE PDF** package with the proper naming convention of Rank-Last Name-First Name-AGR-AXX-XXX (i.e. TSgt-Doe-John-AGR-AXX-XXX). Applicants must be typed or printed in legible dark ink with a signed and dated [NGB Form 34-1](https://www.il.ngb.army.mil/Portals/30/Documents/Jobs/ngb%2034-1.pdf?ver=2019-05-01-161914-793). Applications that are erroneously filed because of the incorrect Announcement Number (AXX-XXX) and/or Position Title on the NGB 34-1 will be automatically disqualified for consideration of the job vacancy.
* Please send your application in an unencrypted email. The HRO Applications Mailbox is not able to receive applications with an encryption. Because of this, it is highly recommended for members to redact all Personal Identifiable Information (PII) such as SSN, DOB, home/mailing address, height, weight, Body Mass Index (BMI), marital status, number of dependents, religious preference, etc. (please ensure an email and phone number are not redacted so the hiring authorities may have a way of contacting you). Failure to redact PII will not render disqualification for an AGR position, however, the HRO Staff encourages this to help safeguard the member’s information.
* A confirmation email will be sent from our office upon receiving your application. Please allow up to 5 business days for the HR Staff to contact you once your application has been uploaded.

Questions: CA Air AGR Program: phone: 916-854-4259; email: CAHQ.J1HROAGR.ANG@us.af.mil

Please feel free to utilize the FAQ page on the CalGuard CMD Jobs Homepage and join the [CA ANG AGR Job Announcements](https://www.facebook.com/groups/calguardjobsANG) Facebook Group by clicking the hyperlink.