

ILLINOIS AIR NATIONAL GUARD

ACTIVE GUARD RESERVE (AGR)

VACANCY ANNOUNCEMENT

HUMAN RESOURCES OFFICE ILLINOIS NATIONAL GUARD 1301 N. MACARTHUR BLVD. SPRINGFIELD, IL 62702-2317	POSITION TITLE: Financial Management Officer	ANNOUNCEMENT NUMBER: 20A-015 TECHNICIAN NUMBER: IL-10741602-AF-20-124	
UNIT OF ACTIVITY & LOCATION: 183 WG Springfield, IL		OPENING DATE: 5 Mar 2020	CLOSING DATE: 3 Apr 2020
MAXIMUM UMD GRADE CURRENTLY ON-BOARD: Lt Col/O-5 MINIMUM UMD GRADE CURRENTLY ON-BOARD Maj/O-4	REQUIRED AFSC(s): C065F3	APTITUDE REQUIREMENTS:	
SELECTING OFFICIAL: Colonel Donald Carpenter		COMM: 217-757-1183	
AREA OF CONSIDERATION: Military members currently on-board a Title 32 AGR tour with the 183 WG.		NOTE: 1. Position Announcement Number and Position Title must be included on application. 2. Position will be filled pending approval of MCR/LAR.	

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.**
- Air Force Fitness Standards. AGR Airmen are subject to the provisions of ANGI 10-248, Air National Guard (ANG) Fitness Program until superseded by AFI 36-2905, Fitness Program.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.
- AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding contained in ANGI 36-101 Attachment 3.
- 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.
- Individuals must **NOT** be eligible for, or receiving, an immediate Federal (military or civilian) annuity.
- Member must meet all eligibility criteria in ANGI 36-101, Air National Guard Active Guard Reserve (AGR) Program.
- Member must hold the required AFSC or be eligible for retraining to the required AFSC and meet all eligibility criteria in the AFECDD/AFOCD.
- Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade IAW ANGI 36-2503, Administrative Demotion of Airmen, when assigned to position. **Acceptance of demotion must be in writing and included in the application package.**
- Applicants for SMSgt/E-8 positions, must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW para 2.23.1 of ANGI 36-2101.

Additional Information:

- AGR members will participate with their unit of assignment during Unit Training Assemblies (UTAs).
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB/AFOQT qualifying score. Scores are reflected on your personnel RIP. If your ASVAB/AFOQT scores do not meet the minimum required, contact your servicing FSS. You have the option to retake the test, however; you must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

DUTIES & RESPONSIBILITIES:

Serves as the Chief Financial Officer for the installation and dissimilar geographically separated units, with responsibility for managing all funds through fiscal reporting and financial advisory services. Direct financial management policy in support of the installation to include dissimilar geographically separated units. Provide statutory authority and responsibility for the proper obligation, accounting, disbursement, and administrative control of all federal funds allocated to the installation. Determine the impact and implement courses of action regarding federal government programs that affect plans, policies, and missions. Serve as the principal financial advisor and technical expert to upper management within the organization. Provide financial advisory services that contribute substantially to the plans, policies, decisions, and objectives of senior management. Regularly attends staff meetings, formal briefings, and informal briefings. Represent the organization at nationwide financial meetings, conferences, seminars, and workshops to determine the impact of higher level authority decisions on local programs. Provide advice to management to facilitate decisions regarding the extent of federal financial support for covered programs. Explain, illustrate, and ensure the relevance, accuracy, and timeliness of financial management products briefed to senior management. Responsible for interpretation and implementation of decisions as to the legality, propriety, and solvency of all payments and entitlements, and ensuring all expenditures are in compliance with federal statutes. Interpret, implement, and administer laws, procedures, regulations, and directives pertaining to various Air National Guard stand-alone, networked, or web-based financial systems. Serve as an agent of the US Treasury in the receipt, safeguarding, accountability, and disbursement of vendor payments, travel reimbursements, and pay entitlements in accordance with a wide variety of laws and precedents. Direct budget formulation and execution through the use of an integrated financial management and reporting system. Direct the operation and maintenance of the local budget and accounting systems and interface with other management systems. Monitor the operation of financial systems used to support workday accounting, military pay, and special orders. Serve as administrator of the Government Travel Card Program at the installation and dissimilar geographically separated units. Ensure that sufficient quality assurance and internal controls are in place and in accordance with applicable regulations to preclude fraud and unauthorized use of assets. Plan, assign, and supervise work to be accomplished by an organization consisting of four or more direct subordinates and six or more support employees.

APPLICATION INSTRUCTIONS

APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT

*****INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED*****

1. **NGB 34-1:** Must type or print in legible dark ink, must include announcement number and position title on each application, must sign and date each application. Failure to sign and date these forms will result in non-consideration (new application and dated signature required for each new application).
2. **Complete Copy of Report of Individual Personnel (RIP) within last 30 days.** RIP can be obtained from the servicing Force Support Squadron (FSS). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (VMPF). Select 'Record Review', and then 'Print/View All Pages'. **Documents must show your ASVAB scores (enlisted personnel only).**
3. **AF Form 422, IMR Printout, DD Form 2992**
 - **AF Form 422,** Physical Profile Serial Report (CURRENT within 12 months), must include PULHES (this is not your PHAQ).
 - **IMR Printout** (This can be found via the AF Portal, "My IMR/ASIMS – Medical Readiness" – screenshot the initial IMR page with current overall statuses)
 - **DD Form 2992** Flight Physical (Only required if AGR position is requiring individual to be on fly status)
4. **Report of Individual Fitness from the Air Force Fitness Management System (AFFMS) with a minimum passing score of 75 within the last 12 months (prior to the closing date of this announcement) *Must have been pulled from AFFMS within last 30 days.**
5. **JPAS Memo required to verify current Security Clearance or that there is a reinvestigation initiated (Signed within last 30 days).**
6. Background Survey Questionnaire 79-2 OMB **FORM 1386** (OPTIONAL)
7. If you are enlisted and applying for a position that would make you an over-grade then you must submit a letter of willingness to accept a voluntary demotion.
8. If you are a member of another branch of the military applying to a Nationwide announcement, you must submit the equivalent documents for medical (PUHLES), ASVAB scores that show conversion to Air Force requirements, PME completion & document showing TAFMS.

SECURITY CLEARANCE: Must possess a valid security clearance required for the grade, AFSC and AGR duty position.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

WHERE TO SEND APPLICATIONS: E-mail all documents as **ONE CONTINUOUS PDF (no portfolios)** - and labeled as “20A-015 Last Name, First Name” to: jennifer.e.burrell2.mil@mail.mil - if you do not receive a confirmation e-mail that your package is received then call to confirm. Please note that failure to send the package as one continuous PDF document will automatically disqualify your package – portfolios will not be accepted.

Applications must be received by 1630 CST on the closing date of this announcement. Incomplete or late packets will not be considered. Questions concerning the contents of this notice may be directed to the Human Resource Office, telephone CML: (217) 761-3692, DSN: 555-3692 Illinois National Guard vacancies can be viewed at Click <https://www.il.ngb.army.mil> for All Job Openings.

For questions about the position or the contents of your application please contact the 183 WG Remote Designee at 217-757-1227