

**ILLINOIS AIR NATIONAL GUARD  
ACTIVE GUARD RESERVE (AGR)  
VACANCY ANNOUNCEMENT  
STATEWIDE**

<b>HUMAN RESOURCES</b> <b>OFFICE ILLINOIS</b> <b>NATIONAL GUARD</b> <b>1301 N. MACARTHUR</b> <b>BLVD. SPRINGFIELD, IL</b> <b>62702-2317</b>	<b>POSITION TITLE:</b> Public Health Craftsman	<b>ANNOUNCEMENT NUMBER:</b> 23A-016	
<b>UNIT OF ACTIVITY &amp; LOCATION:</b> 182 AW Peoria, IL		<b>OPENING DATE:</b> 27 Feb 2023	<b>CLOSING DATE:</b> 9 Mar 2023
<b>MAXIMUM UMD GRADE:</b> MSgt/E-7 <b>MINIMUM UMD GRADE:</b> SSgt/E-5	<b>REQUIRED AFSC(s):</b> 4E071	<b>APTITUDE</b> <b>REQUIREMENTS:</b>	<b>M: A: G:48 E:</b> <b>P:3 U:3 L:32 H:2 E:2 S:2</b>
<b>SELECTING OFFICIAL:</b> CMSgt Thomas Anderson		<b>COMM:</b> 309-633-5778	
<b>AREA OF CONSIDERATION:</b> Military duty personnel currently enlisted within the Illinois Air National Guard eligible for a Title 32 AGR tour with the 182 AW.		<b>NOTE:</b> 1. Position Announcement Number and Position Title must be included on application.	

**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 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 AFECD/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.**

## **Additional Information:**

- AGR members will participate with their unit of assignment during Regularly Scheduled Drills.
- Initial tours will not exceed 3 years. Follow-on tours will be from 1 to 3 years.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score. Scores are reflected on your personnel RIP. If your ASVAB 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:**

Organizes and assists in communicable disease prevention and control programs. Controls disease transmission through patient interviews, epidemiological investigations, patient education and community outreach programs. Advises professionals on control measures. Updates and completes associated records and forms. Investigates disease outbreaks. Collects and compiles epidemiological data. Identifies, evaluates, and reports trends. Conducts food safety and defense programs. Inspects sanitary condition of containers and vehicles. Ensures food origin and distribution are from approved sources. Inspects foods for wholesomeness and contract compliance. Makes recommendations for disposition of deteriorated or distressed foods. Assesses risks associated with production, transportation, storage, preparation and serving of food. Recommends measures to prevent contamination (unintentional as well as intentional), deterioration and completes Food Vulnerability Assessments. Inspects operational rations. Collects and ships food for laboratory analysis. Investigates customer complaints and food recalls. Evaluates and completes inspection records. Plans and conducts medical entomology program. Evaluates vector-borne disease risk. Conducts disease and pest/vector surveillance. Monitors compliance and effectiveness of vector and pest management control measures. Recommends prevention and control measures. Provides education and training on prevention and control of vector-borne diseases. Plans and conducts sanitation programs. Conducts sanitary evaluations of food, public facilities, and military and civilian contract aircraft. Determines compliance with sanitary standards and reports discrepancies. Provides food handler, disease outbreak, and community health education and training. Plans, organizes, and conducts public health contingency response programs. Force Health Management: Assists in Occupational Health Programs. Ensures personnel receive appropriate pre-employment, periodic and termination occupational examinations. Conducts occupational audiometric evaluations. Provides consultation to supervisors and workers in personal hygiene, occupational hazards, hazard communications and personal protective equipment. Performs occupational epidemiology and monitors results of occupational health examinations to detect adverse trends. Investigates occupational illnesses and assists with completion of fitness and risk evaluations. Advises healthcare providers on workplace hazards. Manages and provides quality control of occupational health examinations. Conducts shop visits at the discretion of the Occupational & Environmental Health Working Group. Grants Aeromedical Services Information Management System (ASIMS) access to authorized medical group personnel. Maintains Commander Designee requests from non-medical users (e.g., Unit Deployment Managers), Unit Health Monitors, Unit Fitness Program Managers, First Sergeants and Commanders. Plans and conducts deployment medicine programs. Oversees medical clearances for deploying personnel. Provides deploying personnel with medical intelligence briefs to include the threat of vector borne disease and prevention; use of personal protective equipment. Also oversees medical reintegration by ensuring all re-deployers complete required post-deployment medical requirements.

## **APPLICATION INSTRUCTIONS**

### **APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT**

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

1. **NGB 34-1 2013:** 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 My Fitness 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 My Fitness within the last 6 months, and include your name and fitness history.**
5. **Security Clearance Memo required to verify current Security Clearance with no pending investigations 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.
9. Optional extra documents – you may submit any other documents that you wish such as resume, EPRs, letters of recommendation, etc.

**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 "Announcement #, Last Name, First Name" to: [jennifer.buffington@us.af.mil](mailto:jennifer.buffington@us.af.mil) and [jakob.little@us.af.mil](mailto:jakob.little@us.af.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 or (217) 761-3707, DSN 555-3707 Illinois National Guard vacancies can be viewed at <http://www.il.ngb.army.mil> Click for All Job Openings.

[For questions about the contents of your application please contact the 182 AW Remote Designee at 309-633-5262](#)

### How to submit a package as one continuous PDF and not lose signatures...

1. For any digitally signed documents – before adding these into your PDF go to file and choose Print to PDF.
2. For documents that are locked go to file and choose Microsoft Print to PDF.
3. Save your document and then add into your continuous PDF, this will maintain the signature.
4. How do you add them all in? In your starting PDF document go to "Organize Pages" and insert other saved documents from files.
5. File too big to send in e-mail? In your PDF go to file – save as other, save as reduced size PDF.