



**North Carolina Air National Guard
Active Guard/Reserve (AGR)
Vacancy**



Announcement 2025-09

Open: 06-Nov-24 Closes: 05-Dec-24

POSITION TITLE	AFSC/MOS	GRADE	POSITION NUMBER
FUELS JOURNEYMAN	2F051	SSGT/E5	0108805934

ADVERTISE: NCANG Members Only **SECURITY CLEARANCE:** Secret

UNIT/DUTY LOCATION: 145th Logistics Readiness Squadron 4930 Minuteman Way, Charlotte NC 28208

SUPERVISOR/POC	EMAIL	COMMERCIAL NUMBER	DSN NUMBER
MSgt Trenton Erlenbush	trenton.erenbush@us.af.mil	704-398-4711	238-4711

DUTIES AND RESPONSIBILITIES

Directs receipt, storage, and issue operations for petroleum, cryogenic, and alternative fuel products. Forecasts product requirements, places orders for products and performs product receipt operations. Ensures proper handling and segregation of products received and verifies quantity and quality. Documents discrepancies in product receipt quantities and quality. Isolates off-specification products and takes appropriate actions to correct quality problems. Ensures compliance with all safety and environmental regulations

Manages, operates, and maintains storage and dispensing facilities. Rotates stock to prevent product quality degradation. Ensures an effective operator maintenance program is carried out. Maintains inspections and maintenance records for facilities. Reports facility deficiencies to appropriate maintenance activity. Initiates facility upgrade and construction projects. Inspects and maintains cryogenic storage tanks and support equipment. Operates and maintains cryogenic production plants. Manages, maintains, and operates Fuels Support Equipment (FSE) and Fuels Operational Readiness Capability Equipment (FORCE) used for bare-base operations.

Performs technical fuels functions. Operates Fuels Service Center (FSC) to monitor all product movements and ensure timely response to mission requirements. Coordinates refueling requirements with supported agencies and ensures appropriate prioritization of support requirements. Ensures vehicle preventive maintenance program is effective and reliable. Operates mobile and hydrant refueling equipment to dispense products to aircraft and ground support equipment and facilities. Operates cryogenic storage tanks to receive and dispense products.

Maintains fuels and cryogenic records. Ensures accuracy of receipt, inventory, and issue documents. Processes computer transactions to ensure proper billing and payment for all product receipt and issue transactions. Monitors product temperature and handling gains and losses to ensure they are within tolerance. Coordinates gain/loss investigation when acceptable tolerances are exceeded. Compiles data and generates ad hoc and recurring reports. Monitors inventory levels to ensure adequate stocks are on-hand to support peacetime and prepositioned wartime stock requirements. Inputs data into the FuelsManager® Defense (FMD) to ensure accurate accountability. Reconciles information systems to ensure all transactions have processed correctly.

Maintains quality control of fuel and cryogenic products. Operates and maintains laboratory test equipment. Collects and analyzes product samples from receipt sources, bulk storage tanks, and dispensing equipment. Documents test results in FMD and conducts trend analysis on product quality. Establishes a sample correlation program with the Aerospace Fuels Laboratory to validate the integrity of the base-level analysis procedures. Collects fuel samples from crashed aircraft and submits them to the Aerospace Fuels Laboratory for analysis. Ensures an effective product segregation and recovery program is implemented. Establishes and manages a Quality Control hold program.

Oversees unit personnel readiness. Monitors unit manning document and allocates personnel to authorized positions. Participates in mobility planning, submits resources and training system data, and evaluates and approves unit type code (UTC) changes. Reviews and monitors status of JFA/JFD UTCs and provides status updates to UDM and verifies DCAPES and DRRS reporting.

Assess, inspects, and performs preventive maintenance on the fueling vehicle fleet. Determines the overall mechanical condition of equipment. Corrects deficiencies as required. Analyzes malfunctions, documents deficiencies, conducts maintenance actions and coordinates additional repairs with the Refueling Maintenance shop. Tests repaired fueling units for proper operation. Verifies proper operation of installed safety devices. Performs scheduled inspections, preventive maintenance, and on-the-spot repairs. Uses technical publications to maintain refueling equipment. Coordinates with Refueling Maintenance and assist with preparing refueling equipment for shipment

Performs other duties as assigned.

SPECIALTY QUALIFICATIONS

MIN/MAX RANK: NTE SSGT/E5

Must have current 2F031 AFSC at minimum

SPECIAL CONSIDERATIONS

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANG 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilizations, and assignment of current on-board AGR members.
2. Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program.
3. Initial tours may not exceed 3 years. AGR tours may not extend beyond an enlisted member's ETS or an Officer's MSD.
4. 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 Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
5. 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.
6. An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position.
7. 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 in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.
8. If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee.
9. Must have adjudicated Security Clearance before starting tour.

APPLICATION PROCEDURES

Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Applicants may include copies of training certificates, letter of recommendations, resume or any documentation that may be applicable to the position they are applying for. Per ANGI 36-101, the application package must include at a minimum, the signed NGB 34-1, current Report of Individual Person (RIP), and current Report of Individual Fitness. Items 1-3 are required by the Human Resource Office to determine initial qualifications. Incomplete packages will NOT be considered for the position vacancy. Please submit application in the order listed below.

1. [NGB Form 34-1 Application Form](#) for Active Guard/Reserve (AGR) Version dated Nov 2013--Completed and Signed
2. CURRENT full Records Review RIP available on [vMPF](#) (Must be a full RIP)
3. [ARCNet/AFFORGEN](#) Readiness print out. (includes IMR, Security Clearance, etc.)
4. EPR(s) / OPR(s) (If available)
5. Fitness report from [myFitness](#)
6. Letter of Recommendation, Cover Letter, Resume and any other attachments are permitted but are not mandatory
7. For Commissioning opportunities, include your AFOQT scores

EMAILING REQUIREMENTS

Ensure all requirements are consolidated into ONE single PDF (adobe portfolio is not recommended). PDF File Name should be: Job Number (i.e. 202X-XX), Last Name, First Name, Grade

*consider saving signed documents using *Print>Microsoft Print to PDF* prior to combining files

Email Completed Application Package to 145FSS.HRO.Actions@us.af.mil.

THE NORTH CAROLINA AIR NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.