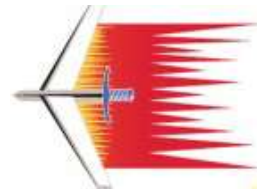




**North Carolina Air National Guard
Active Guard/Reserve (AGR)
Vacancy**



Announcement 2026-27

Open: 20-Jul-26 Closes: 18-Aug-26

POSITION TITLE	AFSC/MOS	GRADE	POSITION NUMBER
ENGINEERING TRAINING INSTRUCTOR	3E571	MSGT/E7	0110202934

ADVERTISE: Nationwide

SECURITY CLEARANCE: Secret

UNIT/DUTY LOCATION: 145th Civil Engineer Squadron

4930 Minuteman Way, Charlotte NC 28208

SUPERVISOR/POC	EMAIL	COMMERCIAL NUMBER	DSN NUMBER
SMSgt Brandon Scott	brandon.scott.10@us.af.mil	704-422-2321	484-2321

DUTIES AND RESPONSIBILITIES

(1) Instructs and trains Civil Engineers in the Engineering (EA) Air Force Specialty Code (AFSC) 3E5X1 at Regional Training Site (RTS) locations. Manages planning, development, and execution of contingency training in accordance with the 3E5X1 Career Field Education and Training Plan (CFETP) and Wartime Task Standard (WTS). Determines instructional design methods and media to support training objectives for total force support missions. Prepares and evaluates statistical data to monitor student comprehension and execution of training material. Monitors student progress and performance metrics, provides guidance and additional instruction to meet or exceed requirements. Instruction curriculum includes but is not limited to; specialized technical skills required to supervise and perform Engineering Contingency Operations, surveying, AutoCAD drafting, Geographic Information Systems (GIS) software, facility design, and contract surveillance. Continuously revises curriculum and coordinates lesson plan revisions with other instructors, Air Force Civil Engineer Center (AFCEC) and the National Guard Bureau (NGB).

(2) Surveying: Instructs the Survey Grade GPS Course. Instruction includes; conducting reconnaissance, site selection, construction, and mapping surveys utilizing GPS and Optical surveying equipment. Ensures students comprehend all contingency survey requirements and methods outlined in the CFETP and WTS. Ensures equipment readiness; incumbent is responsible for conducting equipment maintenance, software updates, and inspections per manufactures instructions. Attends vendor and DAF training courses to remain up to date and knowledgeable on current and upcoming surveying techniques and technologies.

(3) AutoCAD: Instructs classroom, field exercises, and hands-on training for Computer Aided Drafting and Design (CAD) software. Instructs the Geographic Expeditionary Planning Tool (GEOExPT) extension within CAD to include Post Attack Recovery Operations, Force Beddown, Unit Type Codes (UTC), and Aircraft Parking Layouts.

(4) GeoBase: Performs GeoBase skills training utilizing ESRI ArcPro GIS software suite. Provides field support in developing, operating, and maintaining Geographic Information System (GIS) databases. Maintains installation geodatabase; coordinates with installation Real Property office, regional administrators, and submits data to NGB in accordance with Fiscal Improvement and Audit Remediation (FIAR) requirements. Provides support for NGB advanced GeoBase courses held at RTS locations.

(5) Contingency Operations: Contingency specific instruction topics include but are not limited to; Airfield Damage Repair, Airfield Damage Assessment, Minimum Operating Strip (MOS) Selection, Pavement Reference Marking System (PRMS), Military Grid Reference System (MGRS), crater profile measurement, calculation of California Bearing Ratios (CBR) utilizing Dynamic Cone Penetrometers (DCP) and calculating Repair Quality Criteria (RQC).

- (6) Engineering/Construction Design and Specifications: Instructs the methods for developing engineering drawings utilizing CAD software. Trains methods to interpret and prepare cost estimates, performance work statements, and specifications for existing and proposed facilities. Instructs engineering and design aspects pertaining to the Unified Facilities Criteria (UFC) to include Airfield and Heliport Design, evaluating concrete and asphalt pavements, performing simple load calculations for horizontal and vertical construction, and how to interpret rough engineering sketches to produce working drawings. Ensures students understand contingency design and planning for architectural, structural, civil, mechanical, and electrical systems. Guides classes in the procedures to evaluate potential construction sites and perform field tests on soils, asphalt, and concrete.
- (7) Contract Management: Instructs students in the performance of construction and maintenance contract management. Guides training for testing and evaluation of methods of construction, materials, and equipment to meet contract requirements. Conducts training in pre-final, final, and post-acceptance inspections, to include punch lists, equipment and utility tests, and inspection reports. Remains up to date and knowledgeable in current construction and maintenance practices to include Department of War, national, local codes, regulations, and guidance.
- (8) Inspections: Coordinates, prepares, and participates in readiness evaluations, Foundational Readiness Inspections (FRI), Combat Readiness Inspections (CRI), and mobility and command support exercises for the Wing, RTS, and visiting Civil Engineer units.
- (9) Performs facilities support with project programming, design, and management to ensure the installation's construction and maintenance projects are completed in accordance with regulations.

SPECIALTY QUALIFICATIONS

MIN/MAX RANK: TSGT/E6 - MSGT/E7

Individual selected for this position must be able to qualify for and obtain the following AFSC: 3E571

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.