



Delaware Air National Guard

Active Guard Reserve (AGR)

Position Vacancy Announcement



SECTION I: Administrative

Authority: Title 32 USC 502(f), ANGI 36-101

Position Title: Materiel Management Craftsman	Vacancy Number: 34-AF-26	Open Date: 30 July 2026	Close Date: 13 August 2026
Required AFSC: 2S051	UMD Position Number: 1096398	Minimum Grade: A1C/E-3 Maximum Grade: TSgt/E-6	
AGR Branch Contact Information		Duty Location	
Email: NG.DE.DEARNG.MBX.HRO-AIR-AGR@ARMY.MIL Telephone: (302) 326-7806 or 7474 or 7476		166th Logistics Readiness Squadron New Castle, Delaware 19720	

SECTION II: AREA OF CONSIDERATION

- ☐ Zone 1 Restricted Statewide (On-Board DEANG Active Guard Reserve (AGR) Airmen Only)
- ☒ Zone 2 Unrestricted Statewide (DEANG Traditional Airmen)
- ☐ Zone 3 Nationwide (Those eligible to become a member of the DEANG)

SECTION III: DUTIES AND RESPONSIBILITIES OF POSITION

Manages materiel management activities and systems involved in requirements determination, inventory control, storage and issues of supplies and equipment; Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, and identification of property; Performs inventories and ensures timely correction of discrepancies. Inspects and evaluates inventory management activities; Inspects and identifies property. Determines condition of property received. Performs shelf-life inspections of stock; Develops methods and improves procedures for storing property. Plans use of storage facilities. Stores, issues, ships, and transfers property. Controls issue of classified, sensitive, pilferable, and controlled items; Coordinates with maintenance activities on repairable component actions. Controls and issues bench stock property. Obtains material required for equipment modification, periodic component exchange and bills of material in support of maintenance. Accounts for all items contained in mobility readiness spares packages; Provides materiel management expertise to combat support, enabler organizations and responsible officers for the proper accounting and control of specified classes of supply. Reviews and validates requirements. When required, initiates follow-up actions on materiel requirements. Coordinates equipment transfer and deployment actions with the accountable officer; Plans and schedules materiel storage and distribution activities; Processes information retrievals using materiel management system databases. Manages materiel management related systems and hardware. Performs operator maintenance on materiel management related systems and hardware. Applies system security policy and procedures to prevent unauthorized changes to information. Distributes materiel management computer products; Acts as a subject matter expert to the commander on the operation of materiel management systems and operations. Monitors Defense Data Network traffic through use of the Materiel Management Interface System. Ensures database integrity and makes necessary corrections; Controls and operates the Remote Processing Station (RPS); Monitors systems processing and corrects processing errors. Monitors materiel management traffic through use of the Materiel Management Interface System and takes corrective action. Maintains liaison with the Standard Systems Group, MAJCOMs, and the servicing Defense Megacenters, to identify and correct problems; Develops database retrieval scripts for materiel management support analyses; Operates motor vehicles and assorted materiel handling equipment.

SECTION IV: MINIMUM PROGRAM ENTRY REQUIREMENTS

For initial entry and subsequent retention in the Full-Time Military Title 32 Section 502(f) Active Guard Reserve (AGR) Program, applicant must meet and maintain the qualifications below and standards prescribed IAW DoDI 1205.18, ANGI 36-101, AFI 36-2905, AFI 48-123, and other regulations

- Be a member of or eligible to become a member of the Delaware Air National Guard.
- Provide a printed copy of the electronic Air Force and myFitness Results dated within **60 days** showing a current passing score.
- 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.
- All initial medical and fitness requirements must remain current for at least 30 days after start of the AGR tour.
- Meet the physical qualifications outlined in AFI 48-123. Medical exams must be conducted not more than 12 months prior to entry on AGR duty, be current in all Individual Medical Readiness (IMR) requirements to include immunizations. HIV testing must be completed not more than six months prior to the start date of the AGR tour.
- Meet any Special Requirements as specified in section VI.
- Possess or be able to obtain appropriate security clearance prior to entry into the AGR program.
- Enlisted personnel must obtain sufficient retainability to fulfill an AGR assignment.
- Over grade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Officers may not enter into the AGR program in an over grade status.
- Must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
- Individuals selected that cannot attain 20 years of TAFMS prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI 36-101.
- Must have an approved waiver if their initial order will place them at greater than 18 yrs TAFMS.
- Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application.
- Applicants for E-8 positions must have the ability to complete the Senior Noncommissioned Officer Academy within 36 months of assignment.
- Meet the eligibility requirements for AGR service under the provisions of ANGI 36-101.

The Delaware National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color, and national origin as such all applications for this position will receive equal consideration.



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SECTION V: INSTRUCTIONS FOR APPLYING

All applications will be delivered to the DENG HRO-AGR Office via email. Failure to submit all required documents as outlined below will result in your application not being considered for employment. A lack of required documentation requires the applicant to submit written justification to certify the eligibility.

The documents listed will be submitted as a minimum where applicable. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the document missing with a short explanation necessary to certify the Airman is eligible. Applicants from other services may submit equivalent information using service specific formats. Failure to provide information may result in a finding of ineligibility and may cause the applicant to lose consideration for the position.

- DNG Air AGR Applicant Packet Checklist
- DNG Applicant Point-of-Contact Data Form
- NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position)
- Individual Medical Readiness (IMR) Record and **AF 422a (showing PULHES)**. (PHA must be completed within the last 12 months)
- AF Form 469 - Duty Limiting Condition Report (if applicable)
- Download from <https://imr.afms.mil/imr/AppDir.aspx>.
- Report of Individual Fitness Tracker from myFitness – Last test must be current and show a passing score of **75** or higher
- Report of Individual Personnel (RIP): Obtained from your Virtual Military Personnel Flight (**vMPF**) (dated within **60** days)
- Security Manager memorandum verifying clearance level and date granted dated within **60** days.
- Last two (2) Performance Reports (EPB/OPB) (if applicable)
- Certificate of Release/Discharge (DD Form 214, DD Form 220, DD Form 215, or DD Form 1506, if applicable)
- Copy of state and military driver's license (if applicable)
- Letters of Recommendation signed by a SMSgt/CMSgt/Lt Col or above (optional)
- Professional Certifications (optional) (See **SECTION VII** for further requirements)
- Resume, or Biographical Sketch (optional) (See **SECTION VII** for further requirements)

SECTION VI: IMPORTANT NOTES REGARDING THE COMPLETION AND SUBMISSION OF YOUR APPLICATION

- Blank forms can be located on the Delaware National Guard GKN site (<https://armyeitaas.sharepoint-mil.us/sites/NGDE-HRO/SitePages/Air-AGR.aspx>) and the Delaware National Guard Website (<https://www.de.ng.mil/join/full-time/>)
- Applications must be typed or printed in legible dark ink, signed and dated. Incomplete application packages (i.e. failure to explain "yes" answers in Section IV on the NGB 34-1) will not be processed for board consideration.
- Applications must be submitted as **(1) single PDF file**. If multiple documents are submitted members will **NOT** be considered. (Portfolio is acceptable)
- Applications must be saved and titled as "Last Name, First Initial. Appl (##-AF-##)". Example "**Doe, J. Appl (11-AF-24)**".
- Applications will be submitted to **NG.DE.DEARNG.MBX.HRO-AIR-AGR@ARMY.MIL** no later than **2359** on the closing date of the announcement.
- The Email Subject line should be the announcement number and position title (Ex. 11-AF-24 Position Title Announcement)
- Failure to follow the instructions in this announcement will result in packet disqualification.
- Individuals selected for positions should not quit their current job or enter into any contractual agreements with lending institutions, etc. until AGR orders have been published by the HRO-AGR office.
- Any falsification of the eligibility requirements will result in immediate release from the AGR Program

SECTION VII: SIGNIFICANT INFORMATION PERTAINING TO THIS POSITION

- Tenure Status - Permanent
- Position AFSC - 2S071
- This position is a supervisory position (IF applicable)
- Security Clearance - SECRET
- experience is mandatory in preparing and maintaining documentation and records associated with materiel management.

SECTION VIII: LENGTH OF TOUR/APPOINTMENT

- IAW ANGI 36-101, paragraph 6.2.1., Initial tours will not exceed 6 years. Initial tours will have a probationary period of 3 years. Subsequent tours, if authorized, will not exceed six years and will not extend beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).
- The publication of AGR orders by HRO will be the official appointment into the Delaware Air AGR program. **No commitment** will be made by the command to any applicant prior to the review of qualifications by the HRO and TAG approved appointment through the Officer Action Board (if applicable).