



Colorado Air National Guard Traditional Position Announcement



COANG 16-011

<http://co.ng.mil/JOBS/Pages/default.aspx>

POSITION TITLE: Engineering Assistant	AFSC: 3E591	OPEN DATE: 16-Feb-16	CLOSE DATE: Until Filled
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UNIT OF ACTIVITY/DUTY LOCATION: 240 Civil Engineer Flight Buckley AFB, CO 80011	GRADE REQUIREMENT: Minimum: E6 Maximum: E7
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SELECTING SUPERVISOR: CMSgt Jill Loyle	VACANCY 09596870R/09596880R	PHYSICAL PROFILE: <i>(Officer N/A)</i> PULHES – 333223 X Factor – G ASVAB – 49 G
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AREAS OF CONSIDERATION

<input checked="" type="checkbox"/> Traditional	<input type="checkbox"/> Tech	<input type="checkbox"/> AGR
<input checked="" type="checkbox"/> Current ANG members	<input checked="" type="checkbox"/> Nationwide (Military eligible for membership in the COANG)	
<input checked="" type="checkbox"/> Enlisted	<input type="checkbox"/> Officer	<input type="checkbox"/> Commissioning Opportunity

All applicants MUST meet the grade requirement and physical/medical requirements outlined

DUTIES AND RESPONSIBILITIES

DUTIES and RESPONSIBILITIES:

1. Perform drafting duties. Interpret rough engineering sketches to produce working drawings using CAD techniques. Produce architectural, structural, civil, mechanical, and electrical drawings. Update Base Comprehensive Plans (BCP) and maintain record drawings. Plot and reproduce drawings.
2. Perform surveying duties. Conduct reconnaissance, site location, construction, and mapping surveys. Utilize auto-levels, electronic total stations, resource and survey grade GPS equipment and related instruments to complete surveys. Collect, convert, and present field survey data for civil engineering projects.
- 3 Perform GIS duties. Produce installation maps using a GIS interface. Create and maintain spatial, tabular and metadata to national standards. Combine disparate datasets from various organizations, with various projections and precisions. Develop query routines for end-user applications.
4. Perform contract management duties. Manage and inspect construction and maintenance contracts. Interpret plans, specifications, and other contract documents. Coordinate, evaluate, monitor, and document contract activities and progress. Prepare recommendations for contract modifications. Review material submittals and evaluate procedures for compliance with contract specifications. Conduct pre-final, acceptance, and post acceptance inspections.
5. Develop preliminary engineering designs. Prepare cost estimates, performance work statements and specifications for existing and proposed facilities. Perform simple load calculations for horizontal and vertical construction . Act as liaison between design, review, construction and using agencies.
6. Perform standardized and expedient tests on soils, asphalt, and concrete. Collect, record, and interpret test data. Prepare reports for engineering evaluation.
7. Support contingency operations. Develop plans to bed-down personnel, aircraft, and associated support functions during contingency operations. Evaluate existing airfield pavements, lighting, navigational aids, markings, and arresting systems. Perform recovery operations to include explosive ordinance reconnaissance, airfield damage assessment, minimum operating strip selection, repair calculations, and airfield marking procedures.

DUTIES and RESPONSIBILITIES (Cont'd):

SPECIALTY QUALIFICATIONS:

1. Knowledge. Knowledge is mandatory of computer operations; software applications; and mathematics, including algebra, geometry and trigonometry.
2. Education . For entry into this specialty, completion of high school or general educational development equivalency is mandatory. Courses in algebra, geometry, trigonometry, computer operations, and software application is mandatory. Completion of combinations of high school or general education development in mathematics course material covering algebra, geometry, and trigonometry satisfies the mandatory requirement for algebra, geometry and trigonometry. Completion of high school courses in drafting, physics, and chemistry is desirable.
3. 7 level qualification in and possession of any CE AFSC. Willing to retrain into the 3E5X1 career field.

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to the location below. Complete applications must be received no later than 1600 or postmarked on or before the closing date. US government postage paid envelopes or government facsimile machines (FAX) may NOT be used in submitting applications.

Selecting officials have the right to hold package review boards prior to in-person interviews

Incomplete packages will not be considered for the position vacancy

1. Cover Letter identifying the position you are applying for.
2. Civilian or Military Resume.
3. CURRENT Records Review RIP (available on vMPF via AF Portal).
4. CURRENT Points Credit Summary (available on vMPF via AF Portal).
5. CURRENT and PASSING Report of Individual Fitness (from Air Force Fitness Management Systems (AFFMS))
6. Additional requirements:

Add any other documentation you want provided.

****SUBMIT NO STAPLES/NO BINDINGS****

QUESTIONS?

If you have any questions on package submission you may contact 720-847-9052/DSN 847-9052 or email at rena.j.palmer.mil@mail.mil

If you have any position related questions please contact the selecting supervisor at 720-847-6395

MAIL APPLICATIONS TO:

140 FSS/FSMP, Attn: DSG Announcements
18860 E. Breckenridge Ave., Stop 65
Buckley AFB, CO 80011

DROP APPLICATIONS OFF AT:

Building 801, Room N-224

E-MAIL APPLICATIONS TO:

rena.j.palmer.mil@mail.mil and
usaf.co.140-wg.mbx.fss-fsmpm@mail.mil

REMARKS

Federal law prohibits the use of government postage for submission of applications.

THE COLORADO NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. 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.