



**Colorado Air National Guard  
Traditional  
Position Announcement  
COANG 19-013**



<https://coang.joint.afpims.mil/Jobs/Air-Traditional/>

<b>POSITION TITLE:</b> Emergency Management Logistics NCOIC	<b>AFSC:</b> 3E9X1	<b>OPEN DATE:</b> 21-Oct-21	<b>CLOSE DATE:</b> 21-Oct-22
<b>UNIT OF ACTIVITY/DUTY LOCATION:</b> 140 Civil Engineer Squadron Buckley AFB, CO 80011		<b>GRADE REQUIREMENT:</b> <b>Minimum: E5 Maximum: E7</b>	
<b>SELECTING SUPERVISOR:</b> SMSgt Megan Legacy	<b>VACANCY</b> Multiple	<b>PHYSICAL PROFILE: (Officer N/A)</b> PULHES – 222221 X Factor – H ASVAB – 62	

**AREAS OF CONSIDERATION**

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

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

**DUTIES AND RESPONSIBILITIES**

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Serves as the Logistics NCOIC in the 140th Civil Engineer Squadron, Emergency Management (EM) Flight. Manages all aspects of the EM Logistics Program. Manages equipment, schedules/performs PMCS, ensures PMEL schedule is adhered to, and conducts training on equipment. Stores all equipment in a safe, organized, and clean manner.

As an EM Flight NCOIC, supports development and execution of Regularly Scheduled Drill and Annual Tour schedule in coordination with Prime BEEF Manger, EM Training NCOIC, and Flight Chief. Supervises Airmen in section as assigned and ensures safety of all Airmen. Coordinates with Wing agencies to ensure any required equipment training is provided for Airmen.

Accounts for and manages Flight equipment and documents PMCS in ARIS and responds to data calls on time. Supports IHT by ensuring equipment is clean, serviceable, and prepared with applicable T.O.s and manuals on hand. Ensures all equipment is stored properly, and turned in/picked up from PMEL on time. Turns in out-dated equipment appropriately. Adheres to all HAZMAT and Radiation storage and disposal requirements.

Determines requirements for training, maintenance, inventory, and readiness of all real world and training equipment. Works closely with EM Training NCOIC to ensure Flight is trained and proficient on all equipment.

Projects Flight budget and purchase needs. Works with GPC holder to purchase EM and Wing CBRN equipment as needed. Instructs indoor and outdoor training using lecture and demonstration-performance methods. Coordinates for Flight training for all new equipment items. Prepares and maintains all equipment documentation to include completion of required inventories and ROS as required.

Additional duties as assigned.

**DUTIES and RESPONSIBILITIES (Cont'd):**

**SPECIALTY QUALIFICATIONS:**

Must be eligible to meet Colorado State Promotion Board for E7 within 3 months of selection.

**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 2359 on or before the closing date.

\*\*\*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 (w/in 90 days) 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: NA

**Add any other documentation you want provided.**

**\*\*SUBMIT ELECTRONIC ONLY\*\***

**QUESTIONS?**

If you have any questions on package submission you may contact 720-847-9446/DSN 847-9446 or email to the below email addresses. If you have any position related questions please contact the selecting supervisor.

**E-MAIL APPLICATIONS TO MPS:**

michael.henderson.8@us.af.mil

**OR:**

**SUBMIT APPLICATIONS VIA**

**AMRDEC SAFE: <https://safe.apps.mil/>**

michael.henderson.8@us.af.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.

**Signature of Selecting Official:**

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**Signature of Unit Commander:**

I DO  DO NOT CONCUR

**Signature of Group Commander:**

I DO  DO NOT CONCUR

**Signature of MPS:** SUBMIT FOR PROCESSING/POSTING TO: **140 MPS DSG Announcement Review in GEARS**

I DO  DO NOT CONCUR