



# Colorado Air National Guard

## Traditional

### Position Announcement

#### COANG 26-127



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

<b>POSITION TITLE:</b> AVIATION RESOURCE MANAGEMENT CRAFTSMAN	<b>AFSC:</b> 1C052/1C072	<b>OPEN DATE:</b> 8-Jul-26	<b>CLOSE DATE:</b> 21-Aug-26
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<b>UNIT OF ACTIVITY/DUTY LOCATION:</b> 120 Fighter Squadron Buckley SFB, CO 80011	<b>GRADE REQUIREMENT:</b> <b>Minimum: E5    Maximum: E6</b>
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<b>SELECTING SUPERVISOR:</b> MSgt Sabrina Flick	<b>VACANCY</b> 0114723734	<b>PHYSICAL PROFILE: (Officer N/A)</b> PULHES – 333233    X Factor – G    ASVAB – A-50
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#### AREAS OF CONSIDERATION

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| <input checked="" type="checkbox"/> Traditional | <input checked="" type="checkbox"/> Nationwide (Military eligible for membership in the COANG) |
| <input 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

##### DUTIES and RESPONSIBILITIES:

##### Position Requirements:

1. Position is located at Buckley SFB, Aurora, CO.
2. Must currently hold SECRET clearance.
3. Competition for higher graded UMD positions (E6) does not guarantee immediate promotion. Promotion will be determined after a merit review board, promotion recommendation by the AAG.
4. Trainees NOT Accepted, 1C052 or 1C072 only.
5. Direct experience with Air Reserve Component (ARC) flight pay processing systems and guidelines is highly preferred to ensure seamless tracking of flying status and pay entitlements.
6. Prior operational experience or familiarity with fighter Mission Design Series (MDS) aviation programs is highly advantageous, but not required.

##### Duties and Responsibilities:

1. Initiates actions to execute aviation combat crew management policy and procedures. Prepares and processes aeronautical orders and military pay orders. Schedules aircrew flying and ground training and maintains mission information and planning data. Assists in establishing flying schedules and aircraft and aircrew assignments. Prepares reports, and coordinates aircraft schedules and aircrew training activities with maintenance, communication, armament, intelligence, personnel, and medical units. Prepares flight authorizations and monitors individual flight/jump requirements and allocated flying hours.
2. Plans, schedules, and supervises aviation resource management functional areas. Analyzes and summarizes reports and aviation/parachutist/missile/operation training and resource data. Reviews personnel action requests on aircrew members and parachutists to determine the effect on their status; monitors individual entitlement to incentive pay.
3. Acts as technical adviser on matters pertaining to ARTEMIS. Plans, organizes, schedules, directs, and evaluates workloads and duty assignments of 1C0X2 personnel. Evaluates work methods and procedures to achieve the most economical use of resources and functions. Manages and evaluates functions and conducts liaison duties with mission support agencies to reduce common problems, improve procedures, and increase efficiency.
4. Performs other duties as assigned.
5. Showcase team leadership skills in decision-making, development of others, and self.
6. Leverage experience of self and others to advance the ARM team and the aviation mission.

## DUTIES and RESPONSIBILITIES (Cont'd):

### SPECIALTY QUALIFICATIONS:

Knowledge is mandatory of: flight and jump pay entitlement policy and regulations, aircraft flying hour management, authorization requirements to perform in-flight and parachutist duties. Perform management actions in the Aviation Resource Management System. Build ad hoc reports to track aircrew, parachutist, and missile combat crew member training requirements. Validate compliance to aircrew, parachutist, and missile combat crew qualification requirements.

Education. For entry into this specialty, completion of high school with courses in oral communications and computer operations is desirable.

Training. Completion of the basic aviation resource management course is mandatory for the award of AFSC 1C0X2.

Experience. The following experience is mandatory for award of the AFSC indicated:

- 1C052. Qualification in and possession of AFSC 1C032. Also, experience in aircrew, scheduling aircrew training, and host base/squadron aviation resource management functional areas.

- 1C072. Qualification in and possession of AFSC 1C052. Also, experience in performing or supervising functions experience in aircrew, scheduling aircrew training, and host base/squadron aviation resource management functional areas.

Other. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environments. Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security. Completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, Air Force Personnel Security Program. Ability to speak distinctly is mandatory. Retraining into the 1C0X2 career field within ARC is restricted to the grades of E-6 and below. Submit waiver requests for rank requirement to appropriate ARC 1C0 MAJCOM Functional Manager.

### 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 myFitness)
6. Additional requirements:

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

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

#### QUESTIONS?

If you have any questions on package submission please send an email to the below email addresses. If you have any position related questions please contact the selecting supervisor.

#### E-MAIL APPLICATIONS TO MPS:

140.WG.HRO.AGR.Office.Org@us.af.mil

**OR:**

#### SUBMIT APPLICATIONS VIA

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

140.WG.HRO.AGR.Office.Org@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.