

**NEBRASKA NATIONAL GUARD
HUMAN RESOURCES OFFICE
2433 NW 24TH STREET
LINCOLN, NEBRASKA 68524**

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AF-26-037

Closing Date: 18 August 2026

Position Title: Materiel Handler
(Individual Protective Equipment/Mobility)

Location: 155 LRS, Lincoln, NE

Military Grade Range: Minimum SrA/E-4 – Maximum TSgt/E-6

Military Requirements: 1. AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding. The HRO will maintain the completed and signed Statement of Understanding. 2. It is not the intent of the AGR program to bring non-career applicants into the sanctuary zone [18 to 20 years Total Active Federal Military Service (TAFMS)]. AGR accessions onboarding with their initial tour length reaching 20 years TAFMS are authorize tour length of 30 days after their 20 years TAFMS. If applicable, the unit commander will need to submit an TMD AGR Resource Management Exemption to Policy for AGR accession in which will result in initial tour length less than 4 years due to reaching 20 years TAFMS. The AGR accession will enter the AGR Continuation Board process upon reaching 19 years TAFMS for TAG determination of AGR continuation beyond 20 years TAFMS. 3. To accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. 4. To be an accession in the AGR program, the individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

Area of Consideration: CURRENT MEMBERS IN THE NEBRASKA AIR NATIONAL GUARD WITH THE 2S051 or 2S071 AFSC in the grade of SrA/E-4 to TSgt/E-6

Specialty Summary:

Directs materiel management activities involved in developing, operating, implementing and analyzing manual and automated integrated logistics systems. Manages item and monetary accounting, inventory control, financial planning and warehousing functions. Monitors and operates the Integrated Logistics Systems-Supply (ILS-S) and associated logistics systems interfaces. When assigned to combat support or enabler organizations, provides materiel management expertise as related to ILS-S processes, accountable officer, responsible officer, and responsible person obligations. Related DoD Occupational Subgroup: 155100.

Duties and Responsibilities:

1. Manages materiel management activities and systems involved in requirements determination, inventory control, storage and issues of supplies and equipment.
2. Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, and identification of property.
3. Performs inventories and ensures timely correction of discrepancies. Inspects and evaluates inventory management activities.
4. Inspects and identifies property. Determines condition of property received. Performs shelf-life inspections of stock.
5. 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.
6. 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.
7. 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.
8. Plans and schedules materiel storage and distribution activities.
9. 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.
10. 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.
11. Controls and operates the Remote Processing Station (RPS).
12. 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.
13. Develops database retrieval scripts for materiel management support analyses.
14. Operates motor vehicles and assorted materiel handling equipment.

Specialty Qualifications:

- 3.1. Knowledge. Knowledge is mandatory of basic mathematics, materiel management policies and procedures, Air Force property accounting, stock and inventory control, accountability and responsibility, principles of property accounting through manual or automated data processing (ADP), storage methods, warehouse control (issue and disposal), materiel handling techniques, methods of preparing and maintaining materiel management records, manual and automated materiel management accounting systems, logistics principles and interactions(materiel management, maintenance, transportation, and procurement), hazardous material and waste procedures, and deployment or contingency operations.
- 3.2. Education. For entry into this AFSC, completion of high school with a course in mathematics is desirable.
- 3.3. Training. For award of AFSC 2S031, completion of a basic materiel management course is mandatory.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated: 3.4.1. 2S051. Qualification in and possession of AFSC 2S031. Also, experience is mandatory in preparing and maintaining documentation and records associated with materiel management.

3.4.2. 2S071. Qualification in and possession of AFSC 2S051. Also, experience is mandatory supervising storage facilities, analyzing trends in stockage policy and customer support, and operating contingency processing functions.

3.4.3. 2S091. Qualification in and possession of AFSC 2S071. Also, experience is mandatory managing functions such as computing stock control levels; receiving, storing, and issuing property.

3.5. Other. The following are mandatory as indicated: 3.5.1. See attachment 4 for entry requirements.

3.5.2. For award and retention of these AFSCs, must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security*.

3.5.3. Must possess a valid state driver's license to operate government motor vehicles (MGC) in accordance with AFI 24-301, *Ground Transportation*.

3.5.4. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environments.

3.5.5. Completion of current T3 background investigation according to AFMAN 16-1405, *Personnel Security Program Management* is mandatory.

3.5.6. Retraining into the 2S0XX career field within the Air Force Reserves and Air National Guard is restricted to the grades of E-6 and below with less than 10 years of Total Federal Military Service.

Application Instructions

Please read the application instructions as there have been changes to the application and process for applying.

!!!-IMPORTANT NOTICE-!!!

Applications will be screened after the job closing date, not prior unless requested.

Please review your application for accuracy before you submit to HRO.

Nothing will be added to the application after 1600 hours (CDT) on the closing date.

Application packets sent to courtney.ybarra@us.af.mil with a subject line of "Job Application AGR-AF-__ (list job announcement number)".

Electronic applicants will be submitted as ONE flowing attachment.

Applications submitted in multiple attachments or adobe portfolios will not be accepted.

Applications submitted in binders or document protectors will not be accepted.

Applications or attachments which are unreachable or cannot be opened will not be accepted or considered.

- Candidates may apply by submitting a completed Application for Active Guard/Reserve (AGR) Position, NGB Form 34-1. Reference ANGI 36-101 Para 4.2 the following documents must be submitted. Packets without the appropriate documents or written explanation will not be processed for interviews. Applicants will use the following checklist to ensure proper documentation is submitted.

___Yes___No **Application NGB Form 34-1, dated 20131111. This form can be downloaded from the Nebraska National Guard Opportunities webpage. Previous versions will not be accepted.** _____(Initials)

___Yes___No **Current RIP or SURF report within 12 months of closing date.** _____(Initials)

___Yes___No **Last 3 Evals (EPB/OPB) – If not current (missing/overdue/etc), provide statement addressing missing reports.** _____(Initials)
Does not apply to members in the rank of AB-A1C or if you do not have 3 projected evaluations

___Yes___No **Current Point Credit Summary within 12 months of closing date.** _____(Initials)
Applies to Reserve Component/ANG Only

___Yes___No **Current Flying History within 12 months of closing date.** (if applicable)
_____ (Initials)

___Yes___No **Current AF422 or DD2992 within 12 months of closing date.** _____(Initials)
If forms are not within 12 months of closing date – contact medical for updated forms or medical memo

___Yes___No **Current Fitness Assessment within 12 months of closing date.** _____(Initials)
Member must provide current documentation showing they meet the **fitness standard score of 75 or higher**

The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may request to verify receipt of their application through e-mail or telephonically.

The Nebraska National Guard is an equal opportunity employer; we do not discriminate on the basis of race, sex, religion, national origin or ethnicity.