

Job Announcement Number

NE-12339384-AR-24-066

Overview

Job Title

FLIGHT OPERATIONS SPECIALIST

Agency

Army National Guard Units

Open & Closing Dates

03/04/2024 to 09/27/2024

Salary

\$54,292.00 to \$70,578.00 Per Year; Announcement is Open till Filled, first review is 22 March 2024 with a review every 7 days thereafter

Locations

Grand Island, Nebraska

Telework Eligible

Yes - as determined by the agency policy.

Relocation Expenses Reimbursed

No

Work Schedule

Full-time

Promotion Potential

None

Supervisory Status

No

Drug Test

No

Trust Determination Process

None

Department

Department of the Army

Hiring Organization

N/A

Application Count

N/A

Pay Scale & Grade

GS-8

Remote Job

No

Travel Required

Occasional travel - You may be expected to travel for this position.

Appointment Type

Permanent

Service

Excepted

Job Family (Series)

2102 - Transportation Clerk And Assistant

Security Clearance

Not Required

Position Sensitivity And Risk

None

Summary

Summary

This National Guard position is for a FLIGHT OPERATIONS SPECIALIST, Position Description Number D0671000 and is part of AASF 2 Nebraska Army National Guard.

Learn More About This Agency

Marketing Message

The National Guard is the oldest component of the Armed Forces of the United States. Since the earliest American colonial days, citizens have joined together for collective defense. We have a proud tradition of coming to the aid of our friends and neighbors in times of serious emergencies. Join our National Guard team and serve your nation, your states and your community!

Marketing Link<http://ne.ng.mil/Pages/Home.aspx>

This Job Is Open To

Hiring Paths

Internal to an agency - appears on USAJOBS, National Guard & Reserves

Hiring Paths Clarification Text

Nebraska National Guard Area 1, 2, and 3 applicants

Videos

Marketing Video Link 1

N/A

Marketing Video Link 2

N/A

Duties

Duties

As a FLIGHT OPERATIONS SPECIALIST, GS-2102-8, duties include:

1. Conducts preflight pilot briefings in accordance with National Guard regulations and directives. Briefs pilots on mission, aircraft and flight plan. Briefs and provides pilots with information on mission restrictions; on-route navigational facilities and equipment, hazards and terrain; weather forecasts; notices to airmen (NOTAMS) and deviations to flight plans when required. Is responsible for assuring pilot and crew are qualified in aircraft to be flown and for type of mission to be performed. Is responsible for completion of risk analysis projection. Determines when flight requires higher level approving authority. As flight approving official, signs briefing documents upon completion of mission preflight briefings. Makes recommendations to pilot-in-charge when flights should not be attempted. Conducts post mission debriefs. Provides flight following services for all local and maintenance test flights. Responsible for direct voice communication with aviators in flight to transmit and receive information such as flight plan changes, weather advisories, NOTAMS, other aeronautical information and data affecting safety of flight.
2. Processes extended and local clearances, including examination for conformance with flight rules and regulations. Processes, clears and transmits flight plans and flight progress messages to appropriate agencies (FSS, ACT tower, ARTCC) which may require use of service B equipment. Responsible for initiating search and rescue for overdue aircraft and implementing the crash rescue plan in the event of an aircraft accident.
3. Prepares, maintains and files records, charts, graphs, and reports allied to flight operations and flight training activities such as aircraft utilization reports, aircrew information reports, individual flight records, notice to airmen (NOTAM) file and airfield data. Compiles and summarizes reports for analysis through the use of a computer system and peripheral equipment. Maintains and accounts for aircrew training records, medical recommendations, aeronautical orders, physiological training, and aviation service data. Maintains arrival and dispatch records for inbound and outbound aircraft. Schedules and dispatches assigned aircraft and aircrews. Serves as the Synthetic Flight Training System (SFTS) coordinator by scheduling and providing necessary administrative support for aviator training.
4. Maintains current file of aircraft flying regulations and navigational information such as radio facility cards, instrument approach procedure charts, aeronautical charts, Airman's Information Manual (AIM), airport directory, location identifiers, ATC procedures manual and Army Flight Information Publications.
5. Supervises on-the-job training of unit flight operations personnel performing equivalent training or accomplishing a split unit training assembly at the facility.
6. Performs other duties as assigned.

Requirements

Conditions Of Employment

Military membership in the Nebraska National Guard Membership is required.
Males born after 31 December 1959 must be registered for Selective Service.
Obtain/maintain the level of security clearance/background check required
May be required to successfully complete a probationary period.
Direct Deposit is mandatory
Individuals with military incentive bonuses may be subject to recoupment.

Qualifications

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is a Title 32 excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be required to wear the military uniform. Acceptance of an excepted service position constitutes concurrence with these requirements as a condition of employment. Applicants who are not currently a member of the National Guard must be eligible for immediate membership and employment in the National Guard in the military grade listed in this announcement.

FOR QUESTIONS REGARDING ELIGIBILITY TO JOIN THE NEBRASKA ARMY NATIONAL GUARD PLEASE CONTACT THE LOCAL RECRUITING OFFICE AT 402-309-7458.

OPEN AREAS OF CONSIDERATION: AREA 1, 2 AND 3

DEFINITION OF AREA(S) OF CONSIDERATION:

AREA 1: Current permanent and indefinite technicians of the Nebraska Army or Air National Guard; and current Title 5 employees of the Nebraska Military Department who are military members of the Nebraska National Guard.

AREA 2: All Drill Status/M-Day members and temporary technicians of the Nebraska Air or Army National Guard.

AREA 3: Current military service members who are willing and eligible to become members of the Nebraska Air or Army National Guard.

AREA 4: All qualified candidates eligible and willing to become a member of the Nebraska National Air or Army National Guard prior to the effective date of hire.

MILITARY REQUIREMENTS:

Compatible military grade and assignment required prior to the effective date of placement. This is an excepted service position that requires membership in a compatible military assignment in the Nebraska Army National Guard. Applicants who are not currently a member of the National Guard must be eligible for immediate membership. If you are not sure you are eligible for military membership, please contact a National Guard recruiter prior to applying for this position.

Military Grades: Maximum: O3/CW5/E9; Minimum: O1/WO1/E1; Military Grade inversion within the full time work forces is not permitted. The military grade of the full time supervisor must equal or exceed the military grade of the personnel supervised.

Compatibility will be followed in accordance with 32 USC 709(b) and 10 USC 10216

Compatibility requirements must be met prior to appointment to the position. Selectee has 24 months to become qualified in a compatible military assignment.

Security Clearance/Background Check requirements:

In order to comply with US DOD requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.

Failure to obtain, within one year of appointment, and maintain the designated type of security clearance/background check required for the respective work may result in a job offer being rescinded, separations of employment, or other actions as may be deemed in the best interest of the agency.

Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents of the Nebraska National Guard, Personnel Security Manager for processing the appropriate investigation. Required forms: SF86, PSIP Initiation Form, Fingerprints, OF306 and Application/Resume.

Nebraska National Guard Personnel Security Manager - kalee.m.boden.mil@army.mil; 402-309-8319.

GENERAL EXPERIENCE : Experience, education, or training interpreting, explaining, and/or applying basic rules, regulations, policies, and procedures of a transportation program. Experience using computer and automation systems.

SPECIALIZED EXPERIENCE: Must have at least 1 year at the previous lower grade or equivalent experience, education, or training arranging and interpreting directives and regulations governing transportation of personnel, cargo or freight. Experience applying directives and regulations governing transportation of personnel, cargo or freight. Experience verifying legal entitlements or official authorizations for travel, securing from carriers guides and timetables, information regarding schedules, fares, and availability of space accommodations. Experience planning and organizing the work of others.

Quality of Experience - Length of time is not of itself qualifying. Candidates' experience should be evaluated on the basis of duties performed rather than strictly on the rank of the individual; however, established compatibility criteria/assignments must be followed. The applicant's record of experience, training, and education must show possession of the knowledge, skills, and abilities needed to fully perform the duties of the position to be filled.

Education

Substitution of Education for Specialized Experience - Completion of 2 academic years of education in an accredited college or university will satisfy the requirements for GS-4 positions. Only education in excess of the first 60 semester hours (i.e., beyond the second year) is creditable toward meeting the specialized experience requirement. One full academic year of study (30 semester hours) beyond the second year is equivalent to 6 months of specialized experience for GS-5 positions.

Additional Information

If you are a male applicant who was born after 12/31/1959 and are required to register under the Military Selective Service Act, the Defense Authorization Act of 1986 requires that you be registered or you are not eligible for appointment in this agency (<https://www.sss.gov/RegVer/wfRegistration.aspx>).

If you are unable to apply online or need to fax a document you do not have in electronic form, view the following link for information regarding an [Alternate Application](#).

CONDITIONS OF EMPLOYMENT & NOTES:

1. Must be able to obtain and maintain the appropriate security clearance of the position.

2. This position is covered by the Domestic Violence Misdemeanor Amendment (30 Sep 96) of the Gun Control Act (Lautenberg Amendment) of 1968. An individual convicted of a qualifying crime of domestic violence may not perform the duties of this position.

3. Ability to establish effective professional working relationships with coworkers and customers, contributing to a cooperative working environment and successful accomplishment of the mission.

4. May occasionally be required to work other than normal duty hours; overtime may be required.

5. The duties and responsibilities of your job may significantly impact the environment. You are responsible to maintain awareness of your environmental responsibilities as dictated by legal and regulatory requirements, your organization, and its changing mission.

Benefits Link

<https://www.abc.army.mil/>

How You Will Be Evaluated

How You Will Be Evaluated

Once the announcement has closed, your resume and supporting documentation will be used to determine if you meet the qualifications listed on this announcement. Your answers to the assessment questionnaire will be verified against information provided in your resume and other supporting documentation. Be sure that your resume clearly supports your responses to all the questions addressing experience and education relevant to this position.

In describing your experience, please be clear and specific, we will not make assumptions regarding your experience. If, after reviewing your resume and supporting documentation, a determination is made that you have inflated your qualifications or experiences, your rating will be adjusted or you may be excluded from consideration for this position.

Your qualifications will be evaluated against general and specialized experience under the "Qualifications" section and against the following competencies (knowledge, skills, abilities and other characteristics):

Customer Service (Clerical/Technical), Manages and Organizes Information, and Technical Competence

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/12339384>

Required Documents

Required Documents

To apply for this position, you must submit a complete Application Package which includes:

1. Your **resume** showing work schedule, hours worked per week, dates (format should include Month and Year) of employment and duties performed.

Use this link for [Resume Tips](#).

2. **Other supporting documents (optional)**

- Cover Letter
- DD-214
- Other
- Other Veterans Document
- SF-50
- Transcript

How To Apply

How To Apply

To apply for this position, you must complete the online application and submit the documentation specified in the Required Documents section below.

A complete application package must be submitted by 11:59 PM (Eastern) on the closing date of the announcement to receive consideration.

To begin, click **Apply** to access the online application. You will need to be logged into your USAJOBS account to apply. If you do not have a USAJOBS account, you will need to create one before beginning the application.

Follow the prompts to **select your resume and/or other supporting documents** to be included with your application package. You will have the opportunity to upload additional documents to include in your application before it is submitted. Your uploaded documents may take several hours to clear the virus scan process.

After acknowledging you have reviewed your application package, complete the Include Personal Information section as you deem appropriate

and **click to continue with the application process.**

You will be taken to the online application which you must complete in order to apply for the position. Complete the online application, verify the required documentation is included with your application package, and submit the application.

To verify the status of your application, log into your USAJOBS account (<https://my.usajobs.gov/Account/Login>), all of your applications will appear on the Welcome screen. The Application Status will appear along with the date your application was last updated. For information on what each Application Status means, visit: <https://www.usajobs.gov/Help/how-to/application/status/>.

Agency Contact Information

Questions About This Job

Jon Sronce
Phone: 402-309-8173
Email: jon.c.sronce.civ@army.mil

Agency Information

NE AASF 2
3090 Airport Road
Grand Island, NE 68801

Next Steps

Once your online application is submitted you will receive a confirmation notification by email. Your application will be evaluated by the Human Resources Office to determine your eligibility for the position. After the evaluation is complete, you will receive another notification regarding the status of your application.

Qualified candidates will be referred to the selecting official in the following order:

1. Fully qualified Area 1 applicants
2. Fully qualified Area 2 applicants
3. Fully qualified Area 3 applicants

Release URL

Release URL

<https://www.usajobs.gov/GetJob/ViewDetails/779750000>