



MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)
CEDAR STREET ARMORY - 600 CEDAR STREET
ST. PAUL, MN 55101
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**OPEN
AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ANG 26-028**

OPENING DATE: 19 NOVEMBER 2025

CLOSING DATE: 3 DECEMBER 2025

RANK/GRADE: TSgt/E-6

POSITION TITLE: Materials Handler

AFSC: 2S0X1

DUTY LOCATION: 133rd Airlift Wing, 133rd Logistics Readiness Squadron, Saint Paul, MN

SELECTING OFFICIAL: MSgt Timothy Davis, Comm: 612-713-2636 or DSN: 783-2636

WHO MAY APPLY: **ENLISTED (AB/E-1 to TSgt/E-6)** are eligible to apply. Applicants must hold the 2S0X1 AFSC. Applicants must be a member of the 133rd Airlift Wing. Higher grades may apply; however, may take an administrative reduction in rank if selected. The military grade of the supervisor must equal or exceed the grade of personnel supervised. Airmen within the first 24 months of initial hire must include an approved exception to policy with the application. Members must remain in the position to which initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG.

REMARKS: Acceptance of an AGR Position will result in termination of Selected Reserve bonuses. Promotions are subject to eligibility and a valid UMD position.

DUTIES AND RESPONSIBILITIES: Manages, controls, oversees, coordinates and implements the base mobility assets program and function. Serves as the technical advisor to satellite units and Geographically Separated Units providing their mobility custodian with current information, guidance and training and accomplishes periodic inspection of their activity. Establishes augmentee requirements to support and sustain initial response and post deployment actions. Provides supervision and training to appointed augmentees. Provides day-to-day management and oversight of assigned personnel and monitors daily mobility assets operations and activities. Determines and establishes requirements, forecasts shelf-life expiration, and develops an operating budget for individual protective equipment to ensure critical wartime assets are available to support deployments. Coordinates with a variety of functional elements, personnel, and off-base contacts to accomplish assigned mission. Serves as a technical advisor to the Wing Commander regarding Mobility assets program and issues; and serves as a member of the deployment process working group, and as an advisor to the base Readiness Council.

Responsible for the automated Mobility Inventory Control Accountability System (MICAS) database to include the installation of software upgrades and regular database backups. Serves as the system administrator to manage and update mobility bag inventory data by loading, changing, and deleting personnel, kit configurations, locations, lot/contract information; and issues individual stocked items, generates hand receipts and condemns stock. Ensures data integrity and proper accountability is maintained at all times. Collects MICAS roll-up reports from supported organizations and submits a consolidated monthly report to NGB. Authorizes additional users to the MICAS tracking system. Develops and conducts MICAS training to assigned personnel and unit mobility managers. Develops lesson plans, course materials, and schedules and conducts training.

Identifies mobility bag and customer individual protective requirements. Receives, stores and issues, Type A, B C, and D mobility bag assets. Controls shelf life assets utilizing Army Electronic Products Support (AEPS) and Joint Acquisition CBNR Knowledge System (J.A.C.K.S.), processes and approves customer requests for mobility bag requirements, requisitions mobility bag assets, performs research, verifies data etc. Determines storage requirements ensuring arrangement is in accordance with applicable directives. Storage should be conducive to a smooth and expedient issue process. Uses safe and secure storage and distribution practices to ensure maximum protection of augmentee personnel and the environment. Stocks, inventories, and tracks deployable MRSP and mobility bag assets before and after deployments. Coordinates the authorization for mobility assets to include: WCDO, MRSP, and all mobility bag assets.

Performs other duties as assigned.

LENGTH OF TOUR: Initial tours may not exceed 6 years. Member's must remain in the position to which initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG. Tours may not extend beyond an enlisted member's Expiration Term of Service (ETS) or an officer's Mandatory Separation Date (MSD) for Lt Col and above. **Initial AGR tours will be 3 years. Both officers and enlisted will meet an AGR Continuation Board (ACB) in their second year to determine their continued service in the AGR program beyond their initial 3 year tour.**

AGR PROGRAM BENEFITS: Salary is determined by military grade and time in service. Member is authorized Subsistence allowance, Basic Allowance for Housing (BAH), thirty (30) days annual leave; medical and dental care. TRICARE Standard coverage for dependents. Military Exchange and Commissary privileges.

HOW TO APPLY: Applicants must forward the forms listed below to arrive in the Human Resource Office no later than the Closing Date indicated above. E-mail applications to ngmn.mailbox.assets-hro@us.af.mil subject line must read (AGR Application 26-028 LastName). **Combine all documents into a SINGLE .PDF File.** If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR Application 26-028 Smith, 1 of 2). For questions, please call 651-282-4990 or email ngmn.mailbox.assets-hro@us.af.mil.

REQUIRED: [NGB Form 34-1](#)

Current Report of Individual Person (RIP, multi-page from vMPF)
DD 214(s)
Report of Individual Fitness (myFitness)

Application forms may be obtained at <https://www.ngbpmc.ng.mil/Forms/NGB-Forms/> or <https://ngmnpublish.azurewebsites.us/full-time-jobs-in-minnesota/>

AGR PROGRAM MINIMUM QUALIFICATION REQUIREMENTS

1. Individuals must meet Physical Fitness Standards. Air applicants must provide a printed copy of the electronic Air Force Fitness Assessment Results dated within the past 12 months of application close date, reference DAFMAN 36-2905.
2. Air National Guard members must meet the physical qualifications outlined in DAFMAN 48-123. Medical exams must be conducted not more than 12 months prior to entry on AGR duty. HIV test must be within six (6) months prior to the tour start date.
3. Failure to obtain and maintain a SECRET security clearance will result in removal from the AGR program.
4. Air National Guard, Air Force Reserve or the United States Air Force members who have not achieved a passing Fitness Program score are ineligible for entry into the AGR Program.
5. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
6. Minnesota Air National Guard enlisted members currently serving in an AGR status may be selected for a vacant position without an awarded 3-level in the advertised/compatible duty AFSC.
7. A Minnesota Air National Guard/AGR not possessing the ADVERTISED AFSC must agree in writing to retrain and successfully upgrade to the 3-level within 12 months of assignment to the AGR position or be reassigned to a position for which qualified or be removed from the AGR program.
8. Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Over grade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Officers may not enter into the AGR program in an over grade status.
9. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous AGR tour.
10. IAW ANGI 36-101, paragraph 2.1.3.6, AGR personnel may not be eligible for or be receiving an Immediate Federal Retirement Annuity (military or civilian).
11. IAW ANGI 36-101, paragraph 2.2.1.2, applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI 36-101.
12. IAW ANGI 36-101, paragraph 6.6.1, members must remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement in exceptional circumstances which must be requested through the AGR member's current full-time OIC.
13. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application.

The Minnesota Department of Military Affairs is an Equal Opportunity Employer. All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. If you have information or questions regarding this issue, please contact the Equal Employment Manager at 651-282-4472.