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## **Air National Guard (ANG) Military Vacancy Announcement (MVA)**

*(Must be a current ANG, RegAF, or AFRC member  
and be eligible for ANG membership)*

**2012-231**

### **NCOIC MILPERS BUDGET EXECUTION**

#### **PROMOTABLE MSGT-SMSGT**

*\*(Must meet this rank requirement at closeout date)*

**Closeout Date: 13 SEP 12 Close of Business (COB)**

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**\*\*To view the most current application procedures/requirements, refer to the ANG Careers webpage at <http://www.ang.af.mil/careers/mva/procedures.asp>. Note: Email constraints limit the size of an application to 4 MB. If you do not receive an email confirmation within 24 hours of submitting a package please contact us immediately.**

Headquarters ANG Title 10 2-4 years Statutory Tour at **NGB/FM (Joint Base Andrews, MD)**. Must be Air Force Specialty Code (AFSC) **6F07/91**. Duties and Responsibilities: Team Lead in the management of ANG MILPERS execution of funds and serves as the focal point for field administration of MILPERS resources. Incumbent should have an in-depth knowledge of accounting procedures, budget controls, and have a working knowledge of the FM Checkbook and Air Force's Automated Funds Management systems. Requires practical knowledge of ANG plans, programs, organizational structure and operations as well as the ANG and Federal budget process to include a working knowledge of the congressional budget process. Individual should communicate effectively and work independently. Incumbent manages \$650 million budget, representing over 3,000,000 ANG workdays and training for approximately 106,700 individuals. Responsible for planning, programming, and executing the ANG Workday Program. Duties are performed under the supervision of the Chief, Military Personnel Appropriation Section. Responsible for direction, control, analysis, execution and stewardship of the Air National Guard's financial resources. Oversees financial services for 106,700 personnel located at 175 locations worldwide. Maintains frequent interface with SAF/FM, the Defense Finance and Accounting Service (DFAS), OSD, OMB and Congressional staffs on fiscal issues and budget actions. Incumbent is point of contact with Comptrollers/base workday control officers, consolidated base personnel offices, ANG budget analysts, manpower personnel, ANG directorates, Air commanders, and State USPFOs.1. Develops policies and procedures in administering the management of annual, special, proficiency training, training preparation assemblies, unit training assemblies, and additional flying training periods; disseminates/interprets policies; drafts written guidance. Fields questions from State Headquarters and units pertaining to workday matters. Coordinates with ANGRC and NGB directorates on the management of centrally-managed workdays. Participates in the development, defense, and execution of all aspects of the USAF Planning, programming, and Budget System (PPBS) for workdays. Reviews and recommends approval/disapproval of unit requests for workdays. Utilizes on-line and stand-alone computer systems for continuous monitoring of workday execution. Identifies current and potential problem areas and initiates required corrective actions. Contributes to the planning and development of the Workday portion of the ANG Budget Estimate Submission. Assists in the preparation of exhibits and narrative justification needed to defend workday resource requirements. Perform other duties as assigned.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Member must have a Secret Clearance or an open investigation to apply for statutory tour positions.

Enlisted applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-2503, Paragraph 3.8.

Application for this MVA signifies agreement to the following statement, "I certify that, to the best of my knowledge and belief, all of the information in and attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated."

**Questions regarding this advertisement can be sent to [hr.apply@ang.af.mil](mailto:hr.apply@ang.af.mil)**

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