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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)*

**2012-248C1**

### **NATIONAL SCIENCE FOUNDATION(NSF) BUDGET ANALYST**

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

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

**Closeout Date: 20 SEP 2012 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) **6F071/91**. Duties and Responsibilities: As National Science Foundation Budget Analyst, incumbent is responsible for financial management activities connected with the formulation, presentation, and execution of the National Science Foundation current and succeeding fiscal year Air National Guard Operations & Maintenance and Military Personnel budget programs. Incumbent substantiates all required authorizations and appropriations requests to ANGRC operating funds, while implementing ANG policies governing formulation and execution of ANG budgets unit level. Responsible for direction, control, analysis, execution and stewardship of the ANG's financial resources. Oversees financial services for over 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. Plans and organizes financial management activities. Plans, organizes and develops techniques and establishes internal controls to manage financial services and analysis operation. Develops, reviews, coordinates, and executes financial management plans to support peacetime operations associated with the National Science Foundation mission. Coordinates financial management activities. Advises functional managers and financial manager at the unit on status and progress of command programs. Coordinates with functional manager and unit in developing and executing financial plans, schedules and programs. Advises, coordinates and makes recommendations on validity of requirements, effective allocation and use of financial resources, and redistribution of resources within fund limitation. Verifies estimated costs are realistic and reasonable. Performs financial management functions. Formulates guidelines for phasing in projected programs and mission changes. Assures identification of required financial resources. Provides forecasts of financial posture. Prepares, justifies and submits financial plan, budget estimates and supplemental budget requirements. Ensures validity of obligations within the language of appropriation acts, current laws, and governing directives. Collects, analyzes, and interprets resource data. Provides appropriate execution reports to NSF. Serves as point of contact in the Budget Division for matters concerning National Science Foundation budget initiatives. Provides advice and assistance to functional managers in

development of budget requests and supporting documentation for the current succeeding fiscal year. 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)**