



**DEPARTMENT OF THE AIR FORCE**  
**711th SPECIAL OPERATIONS SQUADRON (AFRC)**  
**DUKE FIELD, FLORIDA**

15 Aug 2012

MEMORANDUM FOR 711 SOS APPLICANTS

FROM: 711 SOS/CC

SUBJECT: Application for 711 SOS Reserve Positions

1. Thank you for your interest in the 711<sup>th</sup> Special Operations Squadron. To submit your application, follow the instructions in paragraphs two through four below.

2. All applications should include:

**A. PREVIOUS MILITARY SERVICE APPLICATIONS:**

1. Cover letter introducing yourself and why you are interested in joining the unit
2. Military resume (Aircrew should include flight times)
3. Last five OPRs, EPRs or other-service equivalent
4. Last PRF
5. Copy of AF Form 5 (Flying History Report) or other-service equivalent (Aircrew only)
6. Copy of AF Form 942 (Record of Evaluation) or other-service equivalent (Aircrew only)
7. Copies of last three AF Form 8's (Certification of Aircrew Qualification) or other-service equivalent check ride documentation (Aircrew only)
8. E-mail and telephone contact information for three references, one of which is your current or most recent Commander
9. Email and contact information of last 3 raters and last 3 additional raters.
10. Fit-to-Fight (or other-service equivalent) scores/summary (only required of current members of the Regular or Reserve, including National Guard)
11. Data Verification Brief (or other-service equivalent personal data rip); retired or separated members should substitute a DD 214

**B. NO PREVIOUS MILITARY SERVICE APPLICATIONS:**

1. Cover Letter. Include why you are interested in the position
2. Resume – Include flight times
3. College and High School Transcripts
4. Copy of Logbook flight hour totals and endorsements. Bring Logbook to interview.
5. Copy of FAA license
6. Copy of Flight Medical
7. Email and contact information for three references
8. Email and contact information for last three supervisors/employers
9. Printout of AFOQT Scores
10. Printout of TBAS and PCSM scores

3. Applicants should submit the entire application package in one .pdf file to Carl.Armour@Eglin.AF.Mil. Other than applicable Referral OPRs, Training Reports or official Rebuttals, applicants should not submit disciplinary action paperwork with the application. Applicants with previously documented disciplinary actions (including, but not limited to, Referral OPRs, Article 15s, LORs & UIFs) should inform 711 SOS Recruiting POCs (Maj Carl Armour) Any paperwork associated with the disciplinary action must be submitted via separate e-mail directly to 711 SOS Chief Pilot (Maj Carl Armour) for review.

4. **Please see the attached documents for further information.** If you have any questions about the Combat Aviation Advisor program or C-145A program, contact Major Roland Armour DSN 875-6234/Commercial (850) 883-6234.

//signed//25 Jul 12  
DAN FLYNN, Lt Col, USAFR  
Commander

## Attachments

711 SOS is located at Duke Field, Florida and is part of the 919<sup>th</sup> Special Operations Wing, a USAF Reserve unit headquartered at Duke Field, Florida. 711 SOS members participate as Pilots and Loadmasters C-145A and in the Combat Aviation Advisor (CAA) program. 711 SOS also has positions for Aviation Resource Management personnel (1C0 AFSC), Knowledge Operations Managers (3D0), Personnelists (3S0) and Education and Training Managers (3S2).

Personnel assigned to 711 SOS are Traditional Reservists (TR's), Air Reserve Technicians (ART's) or Active Guard/Reserves (AGR's). ART's and AGR's are full time Reservists.

### Participation and Residency – Aircrew Only

Members must attend the monthly Unit Training Assembly weekend (two days per month). Members must also maintain currency on various ground training requirements; this requires an average of ten days per year. Members also will be expected in frequent TDYs and deployments.

Because of greater than normal participation, 711 SOS prefers to hire individuals currently residing in or willing to move to the local area of Duke Field, Florida.

### Participation and Residency – Non-Aircrew:

Members in non-aircrew positions are required to attend monthly Unit Training Assemblies (UTAs) and perform two weeks of active duty (Annual Training) at Duke Field each fiscal year.

### Initial Training and Qualification – Aircrew Only

C-145A Pilots and Loadmasters – 6-9 months from class start date, during which time Traditional Reservists will be in Active Duty status at Duke Field.

CAA Pilots and Loadmasters – 12-14 months from class start date, during which time Traditional Reservists will be in Active Duty status at Hurlburt and Duke Field. They must be on leave of absence from any civilian employment. One OCONUS deployment is included in the initial qualification. The CAA flight is only hiring into IP and IL positions to fly the C-145A Skytruck.

Due to the CAA transition to the C-145A, there will be very limited training slots available for inbound personnel through the end of 2012. This may extend into 2013. Individuals that are not already qualified as “CAA” and still wish to join the 711 SOS CAA flight may experience long waiting periods between training courses, and there is no guarantee that members can remain in a paid duty status between training courses..

### Initial Training and Qualification – Non-Aircrew

Non-aircrew members who have not completed formal training in their AFSC must complete the training with one year of their gain dates into 711 SOS.

### Experience Requirements – Aircrew Only

CAA IPs, ILs – Prior IP or IL experience in military fixed-wing aircraft required.

CAA: Applicants must have a consistent PT score of 80 or higher. (NOTE: CAA personnel undergo a rigorous physical training and survival program as part of their initial qualification.)

Flying Evaluation Boards (FEB): Rated members of the Regular Air Force, Air Force Reserve or Air National Guard who have not been on an Aeronautical Order (AO) within the last eight years must be

approved to return to fly via a FEB IAW AFI 11-402, Chapter 4 (<http://www.epublishing.af.mil/shared/media/epubs/AFI11-402.pdf>). Generally, this will add several months to the application and hiring process. 711 SOS requires all applicants who need an FEB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, 711 SOS will require the member to prepare and submit all required FEB paperwork prior to taking further action to gain the member.

Aeronautical Review Boards (ARB): Aviators from other services applying for flying positions in 711 SOS must have their aeronautical ratings transferred to USAF aeronautical ratings IAW AFI 11-402, Chapter 2 (<http://www.e-publishing.af.mil/shared/media/epubs/AFI11-402.pdf>). Generally, this will add several months to the application and hiring process. In such cases, 711 SOS requires all other-service applicants who need an ARB to review AFI 11-402, Chapter 4 prior to an interview. After the interview, 711 SOS will require the member to prepare and submit all required ARB paperwork prior to taking further action to gain the member.

### Who Should Apply

711 SOS welcomes applications from current members of the USAF Reserve, ANG, Regular AF (Active Duty), and other-service Regular (Active Duty) and Reserve components. (Please note that USAF Reserve programs allowing Retired USAF members to join the USAF Reserve have been deactivated by the AF Reserve Command. Also, current rules do not allow other-service retirees to apply.) The following general guidelines apply:

#### Current AF Reserve/ANG/other-service Reserve Members:

- O-3's and below who have not been deferred (non-selected) for promotion to the next higher grade
- O-4's who have not been twice deferred (non-selected) for promotion to the next higher grade
- O-5's with less than 25 years TFCS (Total Federal Commissioned Service)
- Other-service Warrant Officers and Enlisted personnel must have previous instructor experience in the other-service equivalent of the Air Force Specialty (i.e. Pilot, Navigator, Loadmaster) for which they apply. **NOTE: Warrant Officers applying for pilot or navigator positions must be able to secure a commission in the Air Force Reserve. See <http://www.au.af.mil/au/holmcenter/OTS/BOT/botapply.asp> for eligibility requirements. Members will generally have to be less than 34 years of age.**

#### Current RegAF or other-service (Active Duty) Members:

- O-4's and below who have not been twice deferred (non-selected) for promotion to the next higher grade (unless the member has instructor experience in a 5 SOS aircraft)
- O-5's with less than 25 years TFCS (Total Federal Commissioned Service)
- Other-service Warrant Officers and Enlisted personnel must have previous instructor experience in the other-service equivalent of the Air Force Specialty (i.e. Pilot, Navigator, Loadmaster) for which they apply. **NOTE: Warrant Officers applying for pilot or navigator positions must be able to secure a commission in the Air Force Reserve. See <http://www.au.af.mil/au/holmcenter/OTS/BOT/botapply.asp> for eligibility requirements. Members will generally have to be less than 34 years of age.**

Mandatory Separation Date (MSD) Waivers: 711 SOS is not accepting applications from members who will require TFCS or MSD waivers (For O-5's, MSD is 28 years TFCS; for O-4's, MDS is 20 years TFCS).

Promotion Non-selects: Members twice deferred for promotion to O-4 or O-5 in the Regular component can apply if they meet TFCS limits. Members twice deferred for promotion to O-4 or O-5 in both the Regular component and the Reserve component (including deferrals while in the Inactive Ready Reserve or "IRR") cannot apply as they are not eligible for reappointment into the Reserve.

Once your application has been received and reviewed, coordinate with 711 SOS personnel for an interview. 711 SOS prefers to interview applicants in person.

Interviews are generally conducted on Unit Training Assembly (UTA) weekends. UTA weekends are generally the first weekend of each month. To confirm dates of UTA weekends, contact one of the POCs listed below.

#### POCs

Thank you again for your interest, and please do not hesitate to contact Major Roland Armour ([carl.armour@eglin.af.mil](mailto:carl.armour@eglin.af.mil), 850-883-6234/DSN 875-6234) with any questions on the C-145A/CAA Pilot positions or CMsgt Tom Mason 850-883-6631/DSN 875-6631 [thomas.mason@eglin.af.mil](mailto:thomas.mason@eglin.af.mil)

For more information on the 919th Special Operations W e <https://www.my.af.mil/gcssaf/USAF/ep/globalTab.do?channelPageId=s6925EC1353060FB5E044080020E329A9> (via the AF Portal) or <http://www.919sow.afrc.af.mil/>(from any computer).