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NORTH DAKOTA AIR NATIONAL GUARD

ACTIVE GUARD RESERVE (AGR)

POSITION VACANCY ANNOUNCEMENT

Human Resource Office
North Dakota Army National Guard
P.O. Box 5511
Bismarck, ND 58506-5511

119th Wing/HR Office
North Dakota Air National Guard
1400 32nd Ave North
Fargo, ND 58102-1051

Announcement Number: ANG 26-65

Type: Permanent ☒ **Temporary** ☐

Position Title: Traffic Management
Operations

Location: 119th Wing, LRS, Fargo ND

Rank: SSgt

Open Date: 11 July 2026

Position Number: 1121959

Close Date: 31 July 2026

Selecting Official: MSgt Jeremiah Boehler, Distribution Superintendent

Area of Consideration:

Current enlisted members of the NDANG

Compatibility: 2T051

RETRAINING OPPORTUNITY*

ASVAB Requirement: A:35

~Applicants do not need to be currently assigned to this career field to be considered for this position. Compatibility requirements must be met or a specific plan will be developed upon selection.

REFER TO DAFECD/DAFOCD FOR SPECIFIC MANDATORY AFSC REQUIREMENTS

APPLICANTS WITH A 92/9T PAFSC WILL NOT BE ACCEPTED

How to Apply:

Some announcements may require additional documents (e.g., resume, cover letter, certificates, EPBs). Always review each announcement carefully.

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Required Documents:

- Report of Individual Person (RIP) from vMPF
- NGB Form 34-1
- Fitness Report

How to Submit an AGR Application

1. Click here for detailed application instructions: ([How to Apply](#))
2. Go to the AGR SharePoint page and click 'View Open Positions'.
3. Review the job announcement carefully for all requirements.
4. Click 'Submit Application' and upload your combined PDF. ([Submit Application](#))
5. Verify your email is correct—this is how you will be contacted

SPECIALTY SUMMARY:

Performs and manages traffic management activities. Uses military and commercial transportation to move personnel, eligible dependents, materiel, and property. Packages, classifies, and arranges personal property and cargo for shipment or storage.

DUTIES AND RESPONSIBILITIES:

- Plans, organizes, and directs traffic management activities. Maintains and issues transportation documents. Prepares budget estimates for materials, equipment, and transportation services. Provides advice on transportation solutions to contracting officials, procurement of personnel, and to mobility planners. Reviews Foreign Clearance Guide, consignment instructions, Transportation Facilities Guide, and applicable guidance to ensure personal property, DoD materiel, and passengers comply. Verifies carrier/contractor performance. Initiates discrepancy reports. Determines work priority. Resolves administrative and operational problems and authorizes deviation from procedures. Reconciles carrier/vendor invoices for payment of transportation services. Utilizes appropriate logistics systems to prepare, transmit, and receive transportation transaction data. Executes traffic management activities to support mobility operations both at home station and deployed locations.

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- Personal Property: Counsels personnel and eligible dependents on personal property movements. Reviews official travel orders and determines transportation entitlements. Uses carrier tariffs and rates to determine mode and cost of transportation to move or store personal property. Directs Transportation Service Providers (TSPs) to identify, mark, and label personal property for shipment or storage. Arranges shipment and storage of personal property. Validates need for and use of temporary storage. Observes, documents, and evaluates TSP or contractor performance in moving personal property and ensures compliance with service tenders, tariffs, contract specifications, and Government regulations.
- Cargo: Receives items for shipment or storage. Segregates items requiring special handling. Determines cargo priority, validates transportation funding, and schedules movement accordingly. Preserves, packs, marks, and labels materiel. Packaging includes blocking and bracing materiel on TSP's equipment to include munitions. Determines characteristics of commodities to be shipped. Construct and fabricate containers for freight shipment. Operates woodworking equipment and other equipment including machines that weigh, band, staple, tape, and seal. Classifies cargo and uses best value considerations to determine mode and method for transportation of materiel. Identifies, marks, and labels cargo for shipment or storage. Certifies hazardous cargo to be moved by all modes of transportation. Determines and schedules proper carrier equipment for loading and unloading. Consolidates and routes shipments to include application of required transportation protective services. In checks all Defense Transportation System cargo arriving at the installation into appropriate transportation system of record. Evaluates arriving shipments for over, short, damaged, and astray cargo and initiates appropriate reports and claims. Performs limited inspection of materiel to validate kind, count, condition, and application of required packaging and preservation. Performs receipt of materiel into the appropriate system of record. Coordinates pickup and delivery of materiel. Coordinates with base activities to control flow of inbound and outbound cargo. Operates and maintains material handling equipment such as forklifts, pallet jacks, and hand-trucks.
- Passenger Travel: Selects and arranges official travel for individuals and groups. Counsels personnel and eligible dependents on passenger movement. Reviews official travel orders and determines transportation entitlements. Prepares passenger related travel documents. Processes partial and fully unused

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commercial airline tickets for refund. Verifies commercial travel office routing and fares. Processes pay adjustment authorizations, cash collection vouchers and public vouchers for purchase and services other than personal. Computes government constructive costs. Performs quality assurance of contract Travel Management Company performance.

- Installation Deployment Readiness Cell (IDRC): Participates in Installation Deployment Process Working Group (DPWG). Reviews/validates unique installation deployment requirements are addressed in standard base operation procedures and ensures organic transportation capability exists to execute these requirements as needed. Maintains oversight of air terminal operations in support of deployment and redeployment operations. Ensures comprehensive transportation related deployment training is conducted for deployment work center personnel and Unit Deployment Managers. Lead transportation functional POC supporting staffing and operation of Deployment Control Center (DCC). Directs subordinate transportation related deployment functions to include Cargo Deployment Function (CDF) and Personnel Deployment Function (PDF) when DCC is activated. Staffs and operates CDF when activated. Performs all actions necessary to receive, in-check, inspect, marshal, load plan, manifest, and supervise loading cargo aboard deploying aircraft or vehicles. Staffs and operates transportation related positions of the PDF when activated. Performs all actions necessary for monitoring all personnel processing activities to include passenger manifesting, passenger baggage handling, and passenger loading. Arranges passenger airlift for tasked Unit Line Numbers when movement data is provided by the Installation Deployment Officer or designated representatives.

SPECIALTY QUALIFICATIONS:

Refer to DAFECD/DAFOCD for specialty qualifications, entry requirements, required training and further duties and responsibilities.

CONDITIONS OF EMPLOYMENT: The initial AGR tour is contingent upon selectee meeting all required standards to include fitness, medical review, security clearance, etc. AGR Members entering full time military duty must be medically qualified IAW DAFMAN 48-123 and the medical standards directory. Individuals must have current physical and

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dental examination within 12 months prior to entry date, HIV test within the last 6 months. AGR accessions are medically approved by the ND State Air Surgeon (SAS); those on WWD Waiver consideration must be approved by NGB/SGPA office.

Bonus/Incentive recipients: If you currently receive any type of incentive such as bonus, student loan repayment, or GI Bill Kicker, these incentives will stop effective on the first day of full time employment. To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour. This vacancy announcement will be for an initial active-duty tour of 6 years OR less. Subsequent tours will be six (6) years or less. Extensions beyond the initial tour will be based on information in ANGI 36-101 and current force management procedures. The selected applicant will be placed in Active Guard/Reserve (AGR) military duty status under Title 32 USC Section 502 (f). The incumbent will participate with the unit of assignment during unit training assemblies and annual training periods. The wearing of the appropriate military uniform, prescribed in pertinent regulations is required for the incumbent of this position.

Acceptance of the position constitutes concurrence with these requirements as conditions of employment.

EQUAL OPPORTUNITY: The ND National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, color, religion, age, national origin, sex, political affiliation, membership or non-membership in employee organization or any other non-merit factor.