



131ST BOMB WING CAREER BROADENING OPPORTUNITY



First Sergeant Announcement



The 131st Bomb Wing will be accepting applications for a first sergeant positions effective immediately. The last day to submit applications for consideration is 27 May 2019. Packets received after 27 May 2019 will not be accepted. Interviews will be conducted during the June RSD. Time and place are TBD.

Minimum Qualifications per AFI 36-2113 (dated 25 May 2016):

3.2.1. MSgt and MSgt selects may be considered for first sergeant special duty. Active duty and AFR MSgt and MSgt selects must be an approved candidate on their component's respective developmental special duty nomination list. MSgt selects will not attend the FSA until they assume the rank of MSgt. AFR and ANG members must be in the grade of MSgt or eligible for immediate promotion to MSgt to apply.

3.2.1.1. ANG members who are MSgt or TSgt promotable to MSgt by the close of the vacancy announcement IAW ANGI 36-2502 must be promoted immediately upon selection and subsequent assignment to the position. As a condition of promotion under the retraining program, the member must sign the following statement; "I agree to attend the FSA within 12 months of my assignment as first sergeant and remain in the position for a minimum of 3 years. Failure to complete this requirement will result in my removal from the first sergeant position and immediate demotion."

3.2.2. Must have or be able to attain 36 months of retainability.

3.2.4. Must speak distinctly and without speech impediments.

3.2.5. Candidates must have a minimum physical profile of PULHES 333231 and not have an Assignment Limitation Code (ALC) of C-3.

3.2.6. Must not have, nor bear the appearance of personal, marital or family problems that detract from the member's ability to effectively serve as a first sergeant.

3.2.7. Must be financially stable. 7.2.7. Personnel must agree to complete the SNCO Academy Course in residence or by correspondence within 3 years from date of graduation from the USAF First Sergeant Academy.

3.2.8. Must be highly motivated and capable of fulfilling the role of the first sergeant as prescribed in Chapter 2 of this instruction.

3.2.9. Must have demonstrated exceptional leadership and managerial skills.

3.2.10. *The applicant's physical appearance and military image in all uniform combinations must meet the highest standards expected only of the most dedicated professional SNCO.*

Tattoo placement, size and nature will be evaluated. Appropriate military image in uniform is paramount. Must meet or exceed AFI 36-2903 standards. Waivers for conditions that detract from outstanding personal appearance will not be considered.

3.2.11. *Must never have been convicted by a general, special, or summary courts-martial. Not have received non-judicial punishment under the Uniform Code of Military Justice in the past 3 years.*

3.2.12. *Must have never been convicted or adversely adjudicated by a civilian court for sexual related offenses, drug related offenses, larceny/theft/fraud, assault, domestic/child abuse related offenses or be repeat offenders of lesser offenses than those listed.*

3.2.13. *No convictions by a civilian court except for minor traffic violations.*

3.2.14. *No record of disciplinary action [LOC, LOA, LOR, Art 15] for engaging in an unprofessional or inappropriate relationship as defined in AFI 36-2909, documented failures to exercise sound leadership principals, or for any sexual related offenses, drug related offenses, larceny/theft/fraud, assault, domestic/child abuse related offenses or be repeat offenders of lesser offenses than those listed.*

3.2.15. *Must meet Air Force standard of good physical health and meet or exceed Air Force physical fitness standards IAW AFI 36-2905.*

3.2.16. *Must have completed the USAF Senior NCO Academy Course. ARC members must immediately enroll in the correspondence course upon selection for first sergeant duty (if not currently enrolled/complete), and must complete the course **within 12 months** after attending the FSA.*

3.2.17. *Must possess a Community College of the Air Force degree. ANG members who do not already possess a CCAF must complete this degree **within 18 months** of completing the FSA.*

3.2.18. *Must possess a 7 or 9-skill level awarded AFSC. Must not be projected to reach 6 years of non-performance in the awarded AFSC during the initial 3 year tenure as a first sergeant.*

3.2.19. *Should not be currently serving in a SDI. Exceptions to this require approval from the USAF First Sergeant Special Duty Manager for RegAF members, the ANG First Sergeant Functional Manager for ANG members and the AFR First Sergeant Functional Manager for reserve members.*

Applications must contain the following items:

1. A letter of intent – Follow the “Personal Letter” format found in AFH 33-337, *The Tongue and Quill*, 27 May 2015, Page 214
2. Letter of recommendation from squadron or group commander
3. A signed statement of understanding
4. If in a retraining status, a signed retraining statement IAW AFI 36-2113, paragraph 7.2.
5. A resume containing military and civilian qualifications
6. vMPF RIP - all pages
7. Print out of most current Fitness Assessment from AFFMS II. Must have scored 75 or above on last fitness test, no failure on any portion within the last 12 months. Additionally, applicant must

have no current PT exemptions with the exception of those due to pregnancy and/or deployment. Current fitness test must be valid through in-residence First Sergeant Academy graduation (AFECD, 31 October 2017, 3.5.1.6.).

Digital packages only, will be submitted to:

<https://cs2.eis.af.mil/sites/12272/int/131bw/msg/fsf/ch/First%20Sergeant%20packages/Forms/AllItems.aspx>

By COB 27 May 2019 (late Submissions will not be considered).