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| **ADVERTISEMENT TRADITIONAL GUARD ENLISTED VACANCY ANNOUNCEMENT** |
| **NEW YORK AIR NATIONAL GUARD****174TH ATTACK WING****6001 EAST MOLLOY ROAD****SYRACUSE, NEW YORK 13211-7099** | **ANNOUNCEMENT #: FY 24-022** |
| **DATE: 30 April 2024** |
| **CLOSING DATE: UNTIL FILLED** |
| **UNIT: Logistics Readiness Squadron**  | **AFSC:** 2T071**RANK:** TSgt |
| **POSITION TITLE:** Traffic Management | **AREA OF CONSIDERATION: NATIONWIDE**All members who meet the qualifications for these positions**Anyone Eligible To Join The Air National Guard** |
| **SPECIALTY SUMMARY**Traffic Management personnel are professional, highly trained, and proficient on planning, organizing, and directing traffic management activities. Traffic Management Airmen serve as the intermodal decision maker for installation passenger movement, personal property, cargo movement and packaging functions in direct support of mobility operations both at home station and deployed locations. |
| **DUTIES AND RESPONSIBILITIES**1. Knowledge of federal and military transportation regulations, instructions, and directives; passenger and personal property entitlements; quality assurance evaluation procedures, United States and foreign customs regulations, and warehousing procedures; military passenger, freight, and personal property rate computations; packaging methods, specifications, and orders; hazardous cargo requirements; blocking, bracing, and tie-down principles; carrier capabilities and procedures for movement of passengers, cargo, and personal property in military and commercial air, rail, truck, and water systems.2. Skill in preserving, packaging, packing, and quality control of personal or government property, or arranging transportation for DoD personnel.3. Ability to plan and organizes traffic management activities; receive and package items for shipment or storage; prepare budget estimates for materials and equipment; inspect items for identity, quantity, and condition; segregate items requiring special handling; consider cost and special handling requirements when selecting preservation and packing material; certify hazardous cargo to be moved by surface and air; advise on procurement and distribution actions; ensure convoy, hazardous, or oversized permits are required before movement.4. Skill in directing traffic management activities; identifying, marking, and labeling cargo and personal property for shipment or storage; inspecting shipments to determine condition; verifying carrier service; initiating discrepancy reports; determining work priority; monitoring preservation, packaging, and handling of cargo and personal property being shipped or stored; selecting and arranging travel routes for individuals and groups; verifying commercial travel office routing and fares; resolving administrative and operational problems and authorizing deviation from procedures.5. Ability to counsel personnel and eligible dependents on passenger and personal property movements; review official travel orders and determines transportation entitlements.6. Knowledge of classifying and arranging cargo for movement; determining and scheduling proper carrier equipment for loading and unloading; converting military nomenclature to commercial freight classification; determining weight of commodities to be shipped; consolidating and routing shipments; developing and maintaining data reference files; determining cargo priority, and scheduling movement accordingly; coordinating pickup and delivery of cargo shipments; coordinating with base activities to control flow of inbound and outbound cargo.7. Knowledge of maintaining and issuing transportation documents; preparing passenger related travel documents; processing pay adjustment vouchers for cost charge travel, and issues service and purchase orders; computing and documenting excess transportation costs; preparing re-weighs and loss and damage reports; compiling data for comparison with other shipment modes; prepares personal property shipment applications; establishing and maintaining personal property case files, rate printouts, basic agreements, carrier tenders of service, accountable document registers, and military or carrier tariffs for household goods movements.8. Ability to operate and maintain material handling equipment, such as forklifts and pallet and hand-trucks. Operates equipment including machines that weigh, band, staple, tape, and seal. Operates woodworking equipment. Operates automated data processing equipment to prepare, transmit, and receive transportation transaction data. |
| **CLEARANCE** Secret, as a minimum. (SEE REVERSED) |
| **INQUIRIES ABOUT POSITIONS****Please Contact the Recruiting Office @ 315-233-2159 / 315-807-9433 For Qualification and Eligibility Questions.** |