



27 October 2014

**MEMORANDUM FOR 153 FSS/PSM**

**FROM:** 153 AW/CCC

**SUBJECT:** Request to Announce MSgt First Sergeant Vacancy

1. This letter serves to request the announcement of the following MSgt Enlisted vacancy. I understand this announcement will be published in the first available Unit Training Assembly (UTA) bulletin. Additionally it will include the statement "The Wyoming Military Department is an equal opportunity employer. Selection for this position will be made without regard to race, religion, color, natural origin, sex, political affiliation, or any other non-merit factor."

2. In accordance with WYANGI 36-2005, the following information is submitted for inclusion in the announcement:

Unit	AFSC	Duty Title	Position Number
Varied	8F000	Unit First Sergeant	TBD

3. The minimum grade to apply for this positions is E-6 and the maximum grade is E-7. Reference *Air Force Enlisted Classification Directory (AFECD)*, 30 April 2013, for AFSC specific information and to read the Specialty Qualifications. In addition to the information above applicant must possess exceptional communication, leadership and managerial skills. Must have completed the NCO Academy Course in-residence or by correspondence prior to application and be able for immediate promotion. Personnel must agree to serve tenure of no less than 36 months from date of selection. Additional period beyond 3 years is at the discretion and approval of the hiring authority. Applicant must have unit commander letter of recommendation for consideration.

4. All applications must be submitted to TSgt Sarah Austin, 153 FSS/PSM. **This position will be open indefinitely.** Application packages will include a minimum of the following items:

- Cover letter requesting consideration
- Current resume including military and civilian experience
- Copy of most recent Individual Fitness Assessment History
- Copy of personnel RIP
- Current unit commander recommendation

5. The Nominating Official will be Col Brad Swanson; the Selecting Official will be CMSgt Abbott. Questions regarding this announcement may be directed to CMSgt Abbott at (307) 772-6253.

X Handwritten signature of Michael D. Abbott in blue ink.

MICHAEL D. ABBOTT, CMSGT, WY ANG  
Wing Command Chief  
Signed by: ABBOTT.MICHAEL.D.1153441940