

REQUEST FOR MILITARY DUTY ADVERTISEMENT

POSITION DESCRIPTION TITLE AND NUMBER	OCCUPATIONAL SERIES CODE (MIL/TECH)	DATE
INFORMATION FROM MILITARY DOCUMENT BELOW		
TITLE, GRADE & POSITION NUMBER OF UMDG POSITION AVAILABLE		<input type="checkbox"/> TEMPORARY NTE _____ <input type="checkbox"/> PROBATIONARY NTE _____ <input type="checkbox"/> CAREER
MILITARY UNIT OR UMDG POSITION	UMDG DUTY AFSC	
		SUGGESTED CLOSE DATE
MAXIMUM MILITARY GRADE	MINIMUM AWARDED AFSC	MINIMUM MILITARY GRADE

QUALIFICATION REQUIREMENTS ABOVE THOSE DESCRIBED IN AFMAN 36-2105 OR AFMAN 36-2108

CERTIFICATION:

TYPED NAME & SIGNATURE OF SELECTING SUPERVISOR & DATE

SUPERVISOR OR SQ/GROUP CC & DATE

MILITARY GRADE, DUTY TITLE & PHONE

WING CC OR DESIGNEE & DATE

HUMAN RESOURCE OFFICE

_____ DATE SUBMITTED TO HRO

_____ DATE PKG QUALIFIED

_____ DATE APPROVED FOR ADVERTISEMENT FROM HRO

_____ DATE SUPERVISOR RECEIVED IT

_____ DATE ADVERTISEMENT CLOSED

_____ DATE MEMBER SELECTED FOR POSITION

_____ DATE PKG COMPLETED