

Career Job Reservation (CJR) FAQ

Reference AFI 36-2606, 3.1

-Members no longer need to complete AF IMT 545 (CJR Request) unless they desire a CJR in their secondary AFSC or have special circumstances (Special Duties/Exception to Policy).

-The CJR program objective is to prevent surpluses and shortages in the career force. AFPC controls first term reenlistments by maintaining a career job requirement file for each Air Force Specialty Code (AFSC).

-All First Term Airmen (FTA), regardless of AFSC, must have a CJR in order to reenlist. If the Airman does not receive a CJR during his/her window based on the CJR "rank-order" process (36-2606, 3.2), they will not be allowed to compete for a CJR later in their career and he/she will be required to separate on their DOS.

-After the Airman has been considered for reenlistment under the SRP, the system will automatically request a CJR upon entering the first month of their CJR window. If approved the Airman's record will automatically be updated with a CJR upon entering into the first month of their CJR window in their CAFSC provided they meet quality force factors.

CJR Window

4 year enlistees enter their CJR window on the first duty day of the month they complete 35 months, but not later than the last duty day of the month they complete 43 months.

(Example: SrA Jones enlisted on 27 June 2005 for 4 years. SrA Jones could receive a CJR as early as 1 May 2008, but no later than 31 January 2009) 8 months.

6 year enlistees enter their CJR window on the first duty day of the month they complete 59 months, but not later than the last duty day of the month they complete 67 months.

(Example: SrA Smith enlisted on 27 June 2005 for 6 years. SrA Smith could receive a CJR as early as 1 May 2010, but no later than 31 January 2011) 8 months.

Further information can be found in AFI 36-2606 3.1

Approved CJR

-CJRs will expire on your DOS. If the member has an approved CJR {Reenlistment Avail Code "A, B, C or K} and extends, the CJR expires on the new DOS. Airmen will retain a CJR until DOS, regardless of projected separation action. (Reenlistments will email AFPC and request CJR expiration to match new DOS)

. First-term Airmen (FTA) may reenlist if they have an approved CJR and are:

a. Four-year enlistees with at least 36 consecutive months on their current enlistment, are at least in the grade of A1C with 12 months' time in grade, or

b. Six-year enlistees with at least 60 consecutive months on their current enlistment, serving in the grade of SrA or higher

There are no exceptions to reenlist outside these established windows. If additional retainability is required (e.g. PCS or training), their only option is to extend their enlistment to meet minimum retainability requirements in accordance with paragraph 6.5.2.

Suspended CJR

-MPE will email AFPC Reenlistments when a member becomes ineligible/eligible to reenlist to suspend/reinstate their CJR. The subject will be Suspended/Reinstate CJR, provide Rank, Name and SSN.