



**Alaska Air National Guard
Active Guard Reserve (AGR)
Position Announcement #
AKANG 17-08**



<http://dmva.alaska.gov/employment.htm>

***** Dual Advertisement with Technician Advertisement # F1819890 *****

POSITION TITLE: Quality Assurance Superintendent	AFSC: 2A500	OPEN DATE: 18 OCTOBER 2016	CLOSE DATE: 2 NOVEMBER 2016
UNIT OF ACTIVITY/DUTY LOCATION: 168 th Maintenance Group, Eielson AFB, AK		GRADE REQUIREMENT: Minimum: E8 Maximum: E9 *Contingent upon control grade*	
SELECTING SUPERVISOR: Col McPhetres	VACANCY: 0955435	PHYSICAL PROFILE: PULHES – 333132	

AREAS OF CONSIDERATION

Area 1 On Board AKANG AGR (MUST HOLD ADVERTISED AFSC) (Transfer Employment Authority)

All applicants MUST meet the grade requirement and physical/medical requirements outlined

MAJOR DUTIES MAY INCLUDE

- Develops goals and objectives that integrate organization and Quality objectives
- Plans, organizes, and oversees the activities of the Quality Assurance Division
- Establishes, revises, or reviews policies, procedures, mission objectives, and organization design for the staff, as necessary, to eliminate work problems or barriers to mission accomplishment, promote team building, and implement quality improvements in response to concerns with regulatory compliance
- Plans work for accomplishment by subordinates, sets and adjusts short-term priorities if necessary
- Evaluates requirements for additional resources
- Makes decisions on work problems presented by subordinate personnel
- Establishes and develops performance standards and evaluates subordinate personnel
- Establishes employee work schedules, deadlines, and production/inspection priorities based on aircraft maintenance status, aircraft mission requirements and other demand needs
- Manages, reviews and develops maintenance policy, advising supervisors and employees on both general policy and specific maintenance matters
- Makes decisions and recommendations on technical concerns presented by supervisors
- Utilizes comprehensive knowledge and ability to interpret Air Force Instructions, Technical Orders, engineering drawings, product specifications, Air Force Occupational Safety and Health (AFOSH), Occupational Safety and Health Administration (OSHA), environmental standards, public law, and locally developed policy
- Maintenance Standardization Evaluation Program (MSEP): Manages the Maintenance Standardization Evaluation Program (MSEP), which provides the Maintenance Group Commander and maintenance managers the visibility to assess and improve the proficiency of the work force, facilitate continuous process improvement, and provide the customer with high quality aircraft and components on time
- Directs the administration, evaluation, and coordination of a comprehensive quality assurance, maintenance standardization, and inspection program for all areas of the maintenance organization, all maintenance disciplines, job series and Air Force Specialty Codes (AFSCs)
- Manages critical assessment programs such as Unit Self Inspections, Maintenance Standardization, Operational Readiness, Unit Compliance Inspections, and Staff Assistance Visits (SAVs)
- Manages the organization's quality program and elements of the program to gauge compliance with directives, assess established processes, identify deficiencies, implement corrective measures, and improve processes to enhance mission effectiveness and efficiency
- Ensures personnel use proper data collection techniques and procedures for evaluation, inspection and audit programs and a number of related databases and spreadsheets to capture and catalog data elements for trending, cross-tell, and benchmarking
- Directs and controls the management of the Technical Order Improvement Program and Suggestion Program for the wing
- Assesses unit Reliability and Maintainability (R&M) concerns to determine if reported R&M deficiencies are caused by unit factors and local conditions versus those beyond the unit's control
- Manages critical compliance and configuration management programs
- Oversees the Wing Foreign Object Damage and Dropped Object Prevention Program (DOPP) to ensure a sound prevention program is in place to eliminate potential life safety hazards
- Manages the Aircraft Weight and Balance, aircraft and equipment impoundment, high-speed taxi, operational check flight, rapid/hot defuel, hard landing, and Product Quality Deficiency Report (QDR) processes and programs
- Manages the Time Compliance Technical Orders (TCTO) and One Time Inspections (OTI) process
- Reviews the applicability of TCTOs and OTIs to unit maintained equipment, determines surveillance and evaluation coverage based on the complexity of the TCTO/OTI as well as to the criticality of the system or the component to be modified
- Manages and plans a quality assurance program using a variety of accepted quality assurance procedures such as statistical computations and data collections. Reviews the computerized methods and recommends adjustment of procedures accordingly, Acceptable Quality Levels (AQLs), Routine Inspection Lists, and the parent inspection plan using a comprehensive knowledge of inspection and evaluation techniques, statistical methods, mathematics, production management, industrial management, and database management skills to perform root cause, deficiency, and trend analysis
- Possesses skill in using various computer and software applications to include but not limited to: word processing programs, spreadsheets, email services, databases and database management.
- Performs other duties as assigned

INITIAL ELIGIBILITY CRITERIA

- SECURITY CLEARANCE – **Secret** (eligible to obtain)
- APTITUDE REQUIREMENT - MECHANICAL – 47
- STRENGTH APTITUDE - Demonstrated by Weight Lift of 80 lbs
- Must maintain local network access IAW AFMANs 33-152, *User Responsibilities and Guidance for Information Systems* and 33-282, *Computer Security*

PREFERRED QUALIFICATIONS

- Experience in aircraft maintenance or logistics career fields
- Experience planning, managing, and coordinating Inspection Plans or Systems
- Experience as a Quality Assurance Inspector working under the Maintenance Standardization and Evaluation Program
- Experience as an inspector in the Logistics Compliance Assessment Program or Air Force Inspection System
- Attention to detail with written products provided to outside agencies and senior leadership
- Ability to effectively communicate in oral and written form
- Ability to efficiently utilize Microsoft Office products

INSTRUCTIONS FOR APPLICANTS

Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities	Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program	IAW ANGI 36-101 "Initial tours may not exceed 6 years..." AGR tours may not extend beyond an Enlisted member's ETS or an Officer's MSD
Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required	Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status	An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package. <u>Application Package will not be forwarded without statement</u>
AGRs must have 12 months in assigned position or will not be considered for reassignment. IAW ANGI 36-101. Airmen should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement when in the best interest of the unit, State, or Air National Guard		
ANGI 36-101 "applicant must be able to complete 20 years of active federal service prior to MSD for officers and age 60 for enlisted members. Exceptions may be considered..."	If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee	Any further questions regarding the AGR program may be answered in ANGI 36-101

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to ng.ak.akarnng.mbx.hro-agr@mail.mil. Hard copy applications will **NOT** be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. **Applications received with an unsigned NGB 34-1 will not be forwarded for consideration.** Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for. **Per ANGI 36-101, the application package must include at minimum the signed NGB 34-1, current Report of Individual Person (RIP), and current Report of Individual Fitness.** *Items 1-3 are required by the Human Resource Office to determine initial qualifications.* If the required documents are not submitted, a letter of explanation must be included. **Incomplete packages will not be considered for the position vacancy.**

1. NGB Form 34-1 Application Form for Active Guard/Reserve (AGR) Position dated 20131111 (<http://dmva.alaska.gov/employment.htm>)
2. CURRENT Records Review RIP available on vMPF (<http://www.afpc.randolph.af.mil/vs>)
3. CURRENT PASSING Report of Individual Fitness from Air Force Fitness Management Systems (AFFMS) or AF Fitness Assessment Scorecard or a signed letter from the Unit Fitness Monitor
4. Cover Letter & Resume (optional)
5. Last 3 Enlisted/Officer Performance Evaluations (If applicable)
6. Letters of Recommendation will be accepted

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into **ONE** single PDF

PDF File Name should be: Position Announcement Number, Last name, First name, Grade

Example: ANG 16-XX Doe, Jane E1

Email Subject should be: Position Announcement Number

Example: ANG 16-XX

Email Application Package to ng.ak.akarnng.mbx.hro-agr@mail.mil

**** Applications will not be accepted through AMRDEC****

QUESTIONS:

To verify receipt of application or have issues, you may call 907-428-6242 DSN 317-384-4242

REMARKS

Federal law prohibits the use of government postage for submission of applications.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.