



**M MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)
CEDAR STREET ARMORY – 600 CEDAR STREET
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TELEPHONE: (651) 282-4155 DSN: 825-4155**



**MERIT
AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ANG 20-010**

OPENING DATE: 5 October 2020

CLOSING DATE: 4 November 2020

RANK/GRADE: MSgt/E-7

POSITION TITLE: Quality Assurance Specialist

AFSC: 2AX7X

DUTY LOCATION: 133rd Maintenance Group, Saint Paul, MN

SELECTING OFFICIAL: CMSgt Amy Goossen, Commercial: 612-713-2706 or DSN: 783-2706

WHO MAY APPLY: **ENLISTED (SSgt/E5 to MSgt/E7)** are eligible to apply. Applicant must already hold a 2AX7X AFSC. Higher grades may apply; however, may take an administrative reduction in rank if selected. The military grade of the supervisor must equal or exceed the grade of personnel supervised. **For Merit Announcements, eligibility is limited to personnel currently assigned to the 133rd Airlift Wing, Minnesota Air National Guard who are serving permanent Active Guard/Reserve (AGR) tours.** Members must remain in the position to which initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG.

REMARKS: Acceptance of an AGR Position will result in termination of Selected Reserve bonuses. Member selected will not be accessed until incumbent vacates position. Promotion to TSgt/E-6 and MSgt/E-7 is subject to eligibility and a valid UMD position. The UMD currently supports up to MSgt/E-7 and may require a reduction in rank.

DUTIES AND RESPONSIBILITIES: Serves as the Office of Primary Responsibility (OPR) for wing 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 a comprehensive knowledge and ability to interpret Air Force Instructions, Technical Orders, engineering drawings, product specifications, Air Force Occupational and Health (AFOSH) and environmental standards, public law, and locally developed policy. Evaluates and assesses complex systems, subsystems, integrated systems/subsystems, or components for conformance to applicable technical data, engineering drawings, standards and specifications. Maintenance Standardization Evaluation Program (MSEP): Administers, evaluates, and coordinates 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). Evaluates the quality of maintenance accomplished in the maintenance organization and performs the necessary quality functions to execute the MSEP, designed to provide management an objective sampling of both the quality of equipment and the proficiency of maintenance personnel. Executes the evaluation program and accumulates data using Inspection and Evaluation techniques such as Task Evaluations, Quality Verification Inspections, Special Inspections, Personnel Evaluations and Management Inspections. Evaluates the quality of in-process and after-the-fact maintenance and ensures prescribed technical and management procedures are followed. Serves as the subject matter expert for critical assessment programs such as; Unit Self Inspections, Maintenance Standardization, Operational Readiness and Unit Compliance Inspections. Responsible for the development and maintenance of organizational level checklists. Collaborates with the Maintenance Group Commander, Maintenance Squadron Commanders, and Quality Assurance Supervisor to plan, develop, implement, inspect, and report numerous critical compliance issues and review the Configuration Management (CM) programs. Manages 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. Serves as the Aircraft Weight and Balance program manager utilizing complex computer based programs, data bases, electronic weighing apparatus, and integrated weight and balance computers for the Wing to maintain strict accounting of aircraft weight and balance for safe flight operations. Recommends decertification of configuration loads that exceed the safe for flight envelope or ground gross weight restrictions. Manages the unit aircraft and equipment impoundment program by thorough investigation of aircraft or equipment anomalies that generated the impoundment. Manages the unit chaffing program. Manages and conducts quality verification inspections and surveillance inspections of conventional weapons systems and components. Performs other duties as assigned.

HOW TO APPLY: Applicants must forward the forms listed below to the Human Resource Office no later than the Closing Date indicated above. E-mail applications to ng.mn.mnarng.mbx.assets-hro@mail.mil. Subject line must read "21-010 Last Name". Please **scan packet in as a SINGLE pdf file**. If the file is too large to send in one email, subject line must end in 1 of 2, 2 of 2 (example – 21-010 Smith, 1 of 2). **Attachments will be labeled with the same naming convention as the subject line.** For questions, please email ng.mn.mnarng.mbx.assets-hro@mail.mil.

REQUIRED: Complete page 2 of this announcement
Attach a copy of your most current RIP/Multi-page Duty History from vMPF
Two most recent EPRs

MEMORANDUM FOR NGMN-PEH

Date: _____

SUBJECT: Application for Merit AGR Vacancy Announcement ANG 21-010, Quality Assurance Specialist

1. I request consideration for the above vacancy.
2. Copies of my most recent RIP and last two EPRs are attached.
3. My full-time Active Guard Reserve employment history, starting with the present, is as follows:

<u>Organization</u>	<u>Duty Position/AFSC</u>	<u>Dates of Employment</u>	<u>Supervisor</u>	<u>Phone Number</u>

4. I am qualified in the following AFSCs: _____
5. Highest civilian education completed: _____.
6. Most recent physical: Date _____
7. Where I can be contacted at: Home Phone _____ Work _____
8. Home Address: _____.
9. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law? (If yes attach a separate sheet fully explaining)
10. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 9? (If yes attach a separate sheet fully explaining)
11. Additional comments (you may include personal references):

Signature: _____

Name, Rank: _____

Position Title: _____

FORWARD APPLICATION TO: ng.mn.mnarng.mbx.assets-hro@mail.mil