



MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)
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MERIT
AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ANG 25-247

OPENING DATE: 08 APRIL 2025

CLOSING DATE: 18 APRIL 2025

RANK/GRADE: SMSgt/E-8

POSITION TITLE: Quality Assurance Specialist

AFSC: 2AX7X

DUTY LOCATION: 133rd MXG, Saint Paul, MN

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

WHO MAY APPLY: **ENLISTED (SSgt/E5 – SMSgt/E8)** are eligible to apply. Applicant must already hold 2AX7X 2W07X AFSC. Experience with the C130H is required. Higher grades may apply; however, may take an administrative reduction in rank if selected. **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.**

REMARKS: Acceptance of an AGR Position may result in termination of Selected Reserve bonuses. 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

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. Evaluates, conducts reviews, activity inspections and management compliance of all maintenance activities to include the logistics maintenance support functional areas such as production, programs and mobility, maintenance training, plans, scheduling and documentation and data base management as directed by the Maintenance Group Commander. Identifies production problems, excessive overtime, discipline, housekeeping and technical discrepancies and attempts to identify the underlying cause for the deficiencies. Establishes and develops performance checklists and metrics in coordination with the Quality Assurance Supervisor. Develops local operating instructions to supplement regulations and manuals of higher echelons in aircraft and aircraft systems quality assurance. Reviews all Operating Instructions (OIs) to ensure locally published instructions are technically accurate, complete and consistent with Air Force (AF) and Major Command (MAJCOM) policy. Coordinates with affected commanders on base and ensures the instruction is published as a wing operating instruction. Serves as a key team member in collating and reporting compliance metrics to Major Command(s). 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. Ensures the maintenance organization meets its responsibility for air-worthy aircraft and component quality for a broad and complex production workload, e.g., highly advanced aircraft, aircraft systems, avionics systems, electronic equipment, aircraft structures, composites, life safety systems, armament, munitions, and other areas of similar complexity. Participates in a review of the organization's quality plans, procedures and practices to assure adequacy and compliance to local and higher-level directives. 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. Ensures metrics are established and monitored to assess key result areas for successful mission accomplishment including, but not limited to, items where non-compliance would affect system reliability or result in serious injury, loss of life, excessive cost, or litigation. Evaluates the proficiency of assigned personnel in the execution of assigned maintenance tasking through Personnel Evaluations (PEs). Determines the proficiency and qualifications of certified personnel. Assess the relationship between personnel evaluation and technical inspection results to identify strengths or opportunities for improvement in the evaluation program.

HOW TO APPLY: Applicants must forward the forms listed below to arrive in the Human Resource Office no later than the Closing Date indicated above. E-mail applications to ngmn.mailbox.assets-hro@us.af.mil subject line must read (AGR application 25-247 last name). **Combine all documents into a SINGLE .PDF File.** If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2

of 2 (example- AGR application 25-247 Smith, 1 of 2). For questions, please call 651-282-4990 or email ngmn.mailbox.assets-hro@us.af.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
Report of Individual Fitness (AFFMS) (AFFMS one page summary)

ANNOUNCEMENT NUMBER: ANG 25-247

MEMORANDUM FOR NGMN-PEH

Date: _____

SUBJECT: Application for Merit AGR Vacancy Announcement ANG 25-247,

1. I request consideration for the above vacancy.
2. Copies of my most recent RIP, last two EPRs, and fitness scores 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: ngmn.mailbox.assets-hro@us.af.mil

The Minnesota Department of Military Affairs is an Equal Opportunity Employer. All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. If you have information or questions regarding this issue, please contact the Equal Employment Manager at 651-282-4472.