



District of Columbia Air National Guard

AGR Announcement

25-187



APPLICATION MUST BE FORWARDED TO: IN ORDER TO RECEIVE CONSIDERATION <u>113WG.DCANG.APPLICATIONS@US.AF.MIL</u>	OPENING DATE: 14 November 2025	CLOSING DATE: 30 November 2025
	Position Title: Quality Assurance Senior Enlisted Leader	
	Max Grade: CMSgt (E9) *pending controlled grade availability*	
	Min Grade: SMSgt (E8) AFSC: 2AX9X, 2WX9X, 2RX9X Tour: Permanent	
Position Location: 113 th Maintenance Group Joint Base Andrews, MD 20762	Appointment Status [X] Enlisted [] Officer	
	AREA OF CONSIDERATION: GROUP II Current DCANG members.	
INSTRUCTIONS FOR APPLYING: This office will <u>NOT</u> accept mailed applications. You must send applications electronically. <u>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</u>		
AGR REQUIRED DOCUMENTS: 1.) NGB 34-1 (<i>dated Nov 2013</i>) Application for AGR Position. https://www.ngbpmc.ng.mil/Forms/NGB-Form/ 2.) Copies of last three EPRs/EPBs or OPRs/OPBs. 3.) Resume (<i>any format</i>). 4.) 3 References on a separate sheet of paper with email address and additional point of contact number(s). 5.) Report of Individual Personnel (RIP) from vMPF only (<i>must be dated within 60 days</i>).. If clearance is expired, you must obtain security memo from the Wing security manager. 6.) Current Fitness Test from myFitness (<i>Per DAFI 36-2905 – current within 12 months, handwritten scorecards are not accepted</i>). 7.) Letter(s) of recommendation (<i>optional</i>). 8.) If missing documents, memo to board president required stating reason why documents are missing.		
*All documents must be consolidated into a single pdf file. DO NOT put in PDF Portfolio format. Save applications in the following format: MVA number, Rank, Last name, First name, Middle Initial. Ex: 20-300 – SSGT DOE, JOHN A Email subject will be in the same format.		
Conditions of Employment: Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit. If applying for an MVA at a lower rank, a voluntary demotion memorandum stating action must be submitted.		
Evaluation Process: Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. Incomplete applications will not be considered. It is the responsibility of the applicant to contact the POC identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates.		
Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, or membership/non-membership in an employee organization. Reference: NGR AR 690-600 / NGR AF 40-1614. CNGBI 9601.01 and ANGI 36-7		



The District of Columbia Air National Guard



DC is an Equal Opportunity Affirmative Action Employer

This announcement must be posted on unit bulletin boards until the day following the closing date.

Announcement Number: 25-187

Position: Quality Assurance Senior Enlisted Leader

Position Description:

Plans, organizes, and oversees the activities of the Quality Assurance Division. Develops goals and objectives that integrate organization and Quality objectives. 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 adjust short-term priorities if necessary. Evaluates requirements for additional resources. Identifies need for change in organization priorities and advises the Maintenance Group Commander on required actions to implement such changes. Manages the maintenance and inspection effort involved in keeping aircraft in an airworthy - combat readiness state, to include capability to carry out daily flying missions and ensure all maintenance operations are executed safely and in accordance with published guidance. 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) environmental standards, public law, and locally developed policy. Establishes and develops performance checklists and metrics. Reviews and approves local operating instructions to supplement regulations and manuals of higher echelons in the area of 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 and Major Command 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 equality assurance, maintenance standardization, and inspection program for all areas of the maintenance organization, all maintenance disciplines, job series and Air Force Specialty Codes (AFSCs). This is to ensure the 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. Periodically reviews the organization's quality plans, procedures and practices to assure adequacy and compliance to local and higher-level directives. Manages critical assessment programs such as; Unit Self Inspections, Maintenance Standardization, Operational Readiness, Unit Compliance Inspections, and Staff Assistance Visits. Responsible for the development and maintenance of organizational level checklists. 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. Directs and controls the management of the Technical Order Improvement Program and Suggestion Program for the wing. 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. Performs other duties as assigned.

Minimum Qualification Requirements:

1. Must have a Secret security clearance.
2. Must hold one of AFSCs listed.

Eligibility Requirements:

1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.
2. Prior to entry into the AGR Program, member must be medically cleared by the 113th Medical Group.
3. Must meet all eligibility requirements in accordance with ANGI 36-101.

AGR Employment Points of Contact:

AGR NCOIC: MSgt Victoria McNamara, Victoria.McNamara@us.af.mil, 202-685-8813 (DSN 325-8813)

