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We encourage minorities, women, protected veterans, and disabled individuals to apply.

L-3 Army Fleet Support
Fort Rucker, Alabama
JOB ANNOUNCEMENT
FOR EXTERNAL & INTERNAL APPLICANTS

Date: June 5, 2015

Position: UH-60 Production Supervisor Requisition #071389

Location: Lowe, Fort Rucker, AL

Salary: Furnished to Qualified Applicants

Job Duties/
Responsibilities: See Attached Job Description
Qualified AFS employees will be given hiring consideration

Closing Date: June 12, 2015

To apply, go to www.armyfleetsupport.com, career section. AFS internal applicants must apply online and submit form 208 to Human Resources.

Recruiting & Staffing

DISTRIBUTION:
Bulletin Boards

EOE/Minorities/Women/Veterans/Disabled

L-3 ARMY FLEET SUPPORT

Fort Rucker, Alabama

JOB DESCRIPTION

Job Title: Production Supervisor	Job Number:	Grade:
Department: Maintenance	FLSA Status: Exempt	Risk Level:
Reports to: Field Manager	Schedule: Variable	
Location---TBD	Revision Date:	
Approved: Human Resources		

BASIC FUNCTION SUMMARY

Plans, schedules, and orchestrates the maintenance effort within assigned project or fleet. Coordinates production activities of flightline, scheduled, and unscheduled maintenance to ensure aircraft availability to meet training requirements. Compiles, records, analyzes, and reports aircraft statistical data and ensures components are ordered to meet flying hour projections. Demonstrates continuous effort to improve operations, decrease cycle time and streamline work processes, and works cooperatively and jointly to provide quality seamless customer service.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Participates, as a member of management team, in formulating and establishing organizational policies and operating procedures for the company.

Provides leadership to personnel through effective goal setting, delegation, and communication. Aligns goals of the department with the company's goals, policies, and strategies.

Conducts meetings to orchestrate and coordinate the maintenance effort on assigned project or fleet. Coordinates work input to the maintenance sections as required.

Coordinates production activities of flightline, scheduled and unscheduled maintenance to meet aircraft training requirements. Coordinates with supervisors to ensure sufficient personnel are available to support mission objectives.

Monitors production workflow to ensure priorities, assignments, and sequences determined in production meetings are followed.

Acts as a focal point for data pertaining to the maintenance effort on assigned project or fleet. Ensures required status reports are submitted in a timely manner

Accurately reports the status of all maintenance operations, including man-hour expenditures, overtime, aircraft availability and utilization rates, and maintenance backlogs. Analyzes data to detect trends and problem areas.

Tracks status of work and monitors man-hour expenditures on flightline scheduled and unscheduled maintenance. Compiles and analyzes data to detect trends and implements appropriate corrective action.

Coordinates MWO applications with maintenance, Production Control, and ACLC MWO Project Manager.

Executes HUREVAC/severe weather contingency plans. Reports status and progress of stacking/unstacking and flyaway plan to Production Control.

Monitors aircraft availability, reject rates, aircraft status and hours flown, controlled exchange, and material demand and satisfaction rates. Compiles and analyzes data to detect trends and implements appropriate corrective action.

Monitors aircraft time-change component schedule to projections and ensures replacement components are ordered according to flying hour requirements.

Coordinates with Production Control to schedule and work order maintenance beyond unit's capability.

Provides information as required for Quality Control monitoring programs and customer requirements (i.e....SOF/ASAM and MWO status and compliance, weekly flight hours, daily status report, etc.).

Coordinates with the customer, management, engineering, OEM, AMCOM, and other personnel as necessary to resolve issues such as aircraft scheduling, status, SOF/ASAMs, MWOs, and aircraft component overhaul and retirement life schedules.

Interprets directives, manuals, procedures, or other instructions affecting aircraft, vehicle, and equipment records. Initiates appropriate actions as required.

Maintains a working relationship and act as a liaison with internal and external customers in order to maintain a high level of cooperation and service.

Conducts investigations into customer complaints relating to contractual deficiencies within assigned project or fleet. Performs root cause analysis, and recommends and implements appropriate corrective actions.

Plays an active part in problem resolution, communicating plan to customers, and following up to ensure problems are resolved. Identifies and ensures customer requirements are met, and assesses and analyzes data to determine customer satisfaction.

Ensures that policies are in accordance with evolving regulations, legal requirements, and industry trends.

Reports all deviations from established policies or procedures, changes caused by the contractor, federal, or state requirements, or non-compliance with regulations and changes.

Ensures summaries, analyses, and other data necessary to determine the quality of the overall maintenance effort is submitted to the Production Control Manager.

Evaluates technical publications concerned with production practices and participates in activities of related professional organizations to update knowledge of program developments.

Evaluates reports, decisions, and results of department in relation to established goals. Recommends new approaches, policies, and procedures to maximize the efficiency and effectiveness of the organization, while lowering costs.

Number of Personnel Supervised	Exempt *	Non- Exempt *	Contract *	Total *
Number of Personnel Indirectly Supervised	Exempt *	Non- Exempt *	Contract *	Total *

*As required by job classification

QUALIFICATION STANDARDS

The incumbent must have a high school diploma or equivalent. The incumbent must have successfully completed formal training conducted by the U.S. Army or Armed Forces equivalent, or training courses conducted by industry or civilian institutions. The incumbent must have a minimum of seven years experience in aviation maintenance and possess five years experience working in production. Two or more years experience managing/supervising personnel is required. A Bachelors degree in a related field and five years experience in aviation maintenance is desired. Production Supervisors assigned to any FAA commercial, and/or nonstandard military aircraft project are required to have an A&P license.

The individual must be technically knowledgeable with respect to production and inspection systems/plans, regulatory standards, project management, and general production principles. He or she must have thorough knowledge of Army and

commercial aviation maintenance practices and regulations. The incumbent must have demonstrated the ability to coordinate the activities of different departments, or agencies, to ensure the timely support of the maintenance process. The incumbent must have a results oriented commitment to the continuing evolution of the maintenance program. This requires combining common sense, application of practical experience, and a technical knowledge base in developing, implementing and leading the department in meeting corporate strategic and day-to-day objectives.

The incumbent must possess leadership and management skills and have a proven track record demonstrating adaptability to change and the ability to respond to challenges in a changing environment. The incumbent must be able to communicate effectively with all levels of employees throughout the organization. He or she must also be able to develop and maintain strong working relationships with internal and external customers. The incumbent must be able to meet any Government/Company licensing/qualification requirements for the position and obtain the level of Industrial Security Clearance required by the Government.

The incumbent must have thorough knowledge of and the application of quality tools. Must be knowledgeable of problem solving techniques and have knowledge of ISO 9002 Quality Management System. The individual must have excellent prioritization, organization, analytical and decision-making skills. He or she must be able to define problems, collect data, establish facts, and draw valid conclusions. The incumbent must be computer literate and proficient in Microsoft Office.

PHYSICAL DEMANDS AND ENVIRONMENTAL CONDITIONS

Physical Demands:

This classification activity, while normally accomplished in an office environment, does have duties that require the individual to work outside the office environment. Typical physical demands or activities include climbing, standing, bending, stooping, pushing, kneeling, reaching and walking. May be required to lift objects whose weight normally will not exceed 10 pounds. Special vision abilities required to perform this job are close vision, peripheral vision, color vision, depth perception and the ability to adjust and focus.

Work Environment:

The work conditions are normally those of a standard office environment where there is little physical discomfort. During the performance of duties outside the office environment, the diversity of work conditions may range from an environment where there is little or no physical discomfort, to an environment where inclement weather may subject individual to changes in temperature and weather. May be exposed to areas where high noise hazards prevail. May be exposed to fumes or airborne particles. May be exposed to electrical shock hazards. May work near moving mechanical parts.

LICENSING, CERTIFICATION REQUIREMENTS

Formal/Specialized Training or Equivalent
Security Clearance #
Valid State Drivers License #
FAA Airframe & Powerplant (A&P) Certificate #

ORGANIZATIONAL DATA

Department Manager

General Manager

* Formal Schooling Required
Limited (Task Specific)