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Vinnell Arabia ( [www.vinnellarabia.com](http://www.vinnellarabia.com) ) has the following position open for immediate hire. This Position will close Dec 2019 or when filled:

### **Maneuver Division Quality Assurance Manager 2600-015**

**Location:** SAUDI ARABIA

#### **Overview**

Responsible for systematic and recurring operations that produce the highest degree of consistency, quality, accuracy, and responsiveness in support of the Division. Maintains manual and automated management and administrative tools and data necessary to provide timely, accurate reporting and to support the Division vision, mission, goals, and objectives. Reports directly to the Senior Manager with respect to the implementation of his programs and in accordance with his guidance, and coordinates with respective Division staff and Branch level functionaries to ensure excellence in service support to all members of the Division. Coordinates with the Directorate of Training (DOT) Quality, Safety, and Mission Assurance (QSMA) Manager to ensure that inspections, process control analyses, and internal audits are conducted in accordance (IAW) with the Business System Manual (BSM). Ensures compliance with the Ground Performance Work Statement (PWS) and Contract Data Requirements List (CDRL). Prepares quantitative data for use by the Maneuver Division Senior Manager (MDSR).

#### **A. Duties/Responsibilities:**

1. In conjunction with the DOT QSMA Manager, develops and implements an ISO 9000 compliance and certification plan.
2. In conjunction with the DOT QSMA Manager, develops and implements a Business System Manual and Ground Business Management System.
3. Ensures compliance with the Ground Performance Work Statement and Contract Data Requirements List.
4. In conjunction with the MDSR, compiles, edits and submits the monthly Ground Self-Assessment report and semi-annual Ground Self-Assessment Briefing.
5. In conjunction with the DOT QSMA Manager and MDSR, implements performance measurement and data collection methodology for the Quality Assurance Surveillance Plan (QASP).
6. Develops Division communication products for the continual process improvement program, subsequent change management plans, processes, procedures, standards, Key Performance Indicators (KPIs), and effectiveness measurements.
7. Develops appropriate communication, knowledge, and project status reporting procedures.
8. Integrates with Division Headquarters operations and coordinates seamlessly, in accordance with Division standard operating procedures and MDSR's intent.
9. Performs additional tasks as required by the MDSR.

B. Independence: Works under direct supervision of the Maneuver Division Senior Manager and coordinates with the DOT QSMA Manager.

C. Supervisory Responsibilities: None.

#### **Qualifications**

A. Education Level: Bachelor's Degree required. Master's Degree preferred. Total Quality Management, ISO 9000 and Lean Six Sigma certifications preferred.

B. Experience: Five years of quality assurance related work experience required. Education Institution Accreditation experienced preferred.

## Maneuver Division Quality Assurance Manager 2600-015

Specific Knowledge, Skill, and Ability Requirements: Proficiency with Microsoft Word, Excel, and PowerPoint. Ability to communicate well in English. Possess strong customer relationship skills. Demonstrated motivation for continual improvement and professional development procedures. Knowledge of computer equipment and software. Clear understanding of programming needs and ability to convert off-the-shelf software to command requirement. Possess a valid driver's license.

All interested applicants should apply on line search on "US Applicants" tab and searching "2600-015- Maneuver Division Quality Assurance Manager" on our website at [www.vinnellarabia.com](http://www.vinnellarabia.com) then by submitting a copy of the their driver's license, Military chronological resume, ORB/Tng page from MOL/Master Brief Sheet and a copy of their DD 214, copy 4.

Sid McManus

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Scan to apply

