

We are committed to providing a stable, growth-oriented and inspiring work environment that offers opportunities for professional, personal and financial growth. If you are interested in joining a growing team, where **YOU** are our most valuable asset, then MAC is the place for you.

MANAGER OF QUALITY ASSURANCE (MQA)

POSITION PURPOSE: Serves the Company as the Manager of Quality Assurance to provide administrative control of Quality Assurance and CASS Department activities

RESPONSIBILITIES/DUTIES:

- Ensures compliance with safety policies and procedures found in Company manuals
- Promotes safety throughout the organization as mandated through Company policies identified by executive management
- Demonstrates on a daily basis a commitment to the continuous improvement of safety throughout the organization
- Manages the daily operations within the CASS program
- Manages the activities of the CASS Analyst to ensure compliance with the requirements of the CASS manual
- Oversees the quality and collection of raw data for analysis by the CASS Review Board (CRB) during the monthly CASS meeting
- Ensures root cause / contributing factor investigations are conducted in a timely and professional manner to provide effective, comprehensive corrective action plans.
- Initiates corrective action items for review by the CRB
- In coordination with the CRB performs the necessary corrective action and follow-up processes to ensure the implementation of comprehensive fixes to systemic problems through preliminary root cause analysis
- Verifies the performance of the MAC inspection and maintenance programs through the CASS quality audit function
- Advises the CRB of the deficiencies noted during audits
- Advises the CRB on the need to perform unscheduled audits
- Updates and maintains the CASS audit checklists as prescribed by the CASS manual
- Monitors the Reliability Board meetings and agenda for effectiveness
- Manages the daily operations within the Quality Assurance Department
- Manages the activities of the Quality Assurance Auditors to ensure compliance with the audit surveillance program requirements of the CASS manual
- Oversees the accomplishment of scheduled and unscheduled audits
- Reviews completed audits prior to closure.
- Maintains the audit schedule for the Quality Assurance Auditors.
- Updates the QA database with information concerning scheduled or completed audits
- Updates the Approved Maintenance Provider List (AMPL)
- Provides oversight of the self-audit program
- Assists in the development of Engineering Orders
- Assists in the development of Aircraft Maintenance Programs / Approved Aircraft Inspection Programs
- Other duties as assigned by the DQ/CI

QUALIFICATIONS:

- Must hold a current A&P license for at least three (3) years and meet the requirements of 14 CFR 65.83
- Must meet the supervisory and experience requirements under 14 CFR 119.67(d)

- Must be qualified through training, experience and expertise and have an understanding of the applicable responsibilities.
- Must have at least three (3) years of maintenance experience on different types of large aircraft with ten (10) or more passenger seats with an air carrier or certified repair station, one (1) year of which must have been as a maintenance inspector, and:
- Have at least one (1) year of experience in a supervisory capacity maintaining the same category and class of aircraft as Mountain Air Cargo, Inc.

SUPERVISORY RESPONSIBILITY

- Quality Assurance Auditors
- CASS Analyst

TRAINING REQUIREMENTS:

- CASS program orientation
- CARDEX system training

WORKING CONDITIONS AND PHYSICAL EFFORT:

Work typically performed in an office environment. However, due to work requirements, may require frequent travel which will involve exposure to noise, chemicals, adverse temperatures and other similar hazards.

Mountain Air Cargo, Inc. is an Equal Opportunity Employer. We offer a comprehensive benefits package.