

MODA Afghanistan Position Description

Applicants must be DoD Civil Service in the GS 13/14/15 pay grades to be eligible

COCOM: CENTCOM

Location: KABUL, AFGHANISTAN

Grade: GS-0346-13/14/15

Function: Materiel Management Center (MMC) Advisor - MOD

Clearance: SECRET

Title: Senior Advisor

Tour length: 90 Day Rotation

GS-0346-13/14/15

Background: The Ministry of Defense Advisors (MoDA) Program is designed to forge long-term relationships that strengthen a partner state's defense or interior ministry. The program matches senior Department of Defense (DoD) civilians with ministry counterparts in similar functional areas.

Mission: Rotate through one of four 90-day deployments to Mentor and build capacity in the Afghan Ministry of Defense (MOD) G4 (LOG) leadership and staff, with specific focus on Materiel Management. Support and collaborate with currently deployed advisor(s) and counterparts from home station in between deployments.

Duty Description:

Train, Advise, and Assist Afghan counterparts in building sustainable, measureable, and scalable MMC processes, Standard Operating Procedures, and other foundational documents. Instill the knowledge and understanding necessary for Afghan Logistics commanders to take ownership of documentation and the training of subordinates. Empower mentees to take the lead in effectively managing the evolution of not only the above processes, but also to instill foundational principles across organization to facilitate a culture of accountability and sustainable effort.

Mentor counterparts in the skills necessary to instruct, manage, and supervise personnel within a supply support activity (SSA) concerning supply systems policy and functional procedures. Ensure Logistics commanders take the lead in the following areas: Managing the receipt, storage, and issuance of supplies and equipment at the technical supply or DSU level in accordance with established policies and regulations. Planning requirements for stockage and control based on accumulation of demand data. Controlling management of operational float stocks to ensure compliance with Army policy. Inspecting supported units to ensure supply performance standards are being achieved. Providing technical guidance to personnel of supported units/activities in order to assist, establish, and maintain adequate stockage levels for mission accomplishment. Conducting periodic inventories of stockage supply items, initiates action for disposition of excesses, and makes recommendations for changes to the authorized stockage list (ASL). Developing standard operating procedures and performs administrative duties related to the supply activity.

Ensure Afghan Logistics Commanders and MMC managers understand how to manage subordinate units and personnel to account for, track, prioritize and organize materiel management of the commodities for which they are responsible within the sustainment systems. Ensure Afghans' abilities to validate requisitions and enforce priorities of support. Track and issue distribution of requirements. Locate standard and non-standard

equipment and supplies through supply sources and warehouse system to meet unit readiness and operational requirements.

Desired Skills and Experience:

- 10 or more years' experience in supervising MMC personnel as part of a major command or at least at the Brigade level.
- 3-5 years' experience training or mentoring supervisors in Federal or Military environments.
- Significant experience in Supply Support Operations and supporting logistics automation tools.
- Significant experience training and managing users on Asset Tracking Logistics and Supply System (ATLASS), Supported Activities Supply System (SASSY), Standard Army Retail Supply System (SARSS), Standard Base Supply System (SBSS), Property Book Unit Supply Enhanced (PBUSE), or other inventory tracking and reporting platforms.
- Significant experience advising senior foreign partner military commanders
- Experience implementing Internal Controls Programs across large organizations
- Previous deployments to Afghanistan, Iraq, or other areas within the CENTCOM AOR, preferably assigned as Logistics advisor
- Study or experience with Adult Education

Additional Requirements:

- Demonstrated communication skills and the ability to work collaboratively with counterparts to help them achieve goals through the provision of quality advice, support, and mentoring.
- Proven self-starter who can be successful working independently at various organizational levels and with executives/managers/leaders/staffs from multiple functional areas
- Proven success in individual and organizational capacity building and aptitude to share knowledge, mentor and coach others
- Demonstrated ability to work in an environment with limited resources and to apply innovative and creative solutions to resolve problems
- Demonstrated creative problem solving skills and the ability to work independently or as part of a team
- Incumbent must be able to obtain and maintain a SECRET security clearance.

How to Apply:

Interested applicants should submit the following:

1. Cover letter
2. Resume
3. Current SF-50 (redacted, no SSN)

Submit application package to the MoDA Program Office email address:

dscn.ncr.bpc.list.modaprograminfo@mail.mil

Applications are due NLT 22 APRIL 2016. Competitive applicants will be contacted for a telephone interview. Throughout the process, reference and background checks will be completed.