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AIR FORCE

OCCUPATIONAL SURVEY REPORT

AIRCRAFT MAINTENANCE AND MUNITIONS

AFSC 21AX/A

AFPT 90-21A-054

OCTOBER 1997

OCCUPATIONAL ANALYSIS PROGRAM
AIR FORCE OCCUPATIONAL MEASUREMENT SQUADRON
AIR EDUCATION and TRAINING COMMAND
RANDOLPH AFB, TEXAS 78150-4449

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82 TRG/TTS, 620 9TH AVE STE 1, SHEPPARD AFB TX 76311-2334	1		1	1	

TABLE OF CONTENTS

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TABLE OF CONTENTS
(Tables, Figures, Appendices)

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PREFACE

This report presents the results of an Air Force Occupational Survey of the Aircraft Maintenance and Munitions (AFSC 21AX/A) utilization field. Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials.

The survey instrument was developed by Lt Todd Kustra. Computer programming and administrative support were provided by Mrs. Jeannie C. Guesman and Ms. Raquel A. Soliz, respectively. Mr. Roberto B. Salinas analyzed the data and wrote the final report. This report has been read and approved by Mr. Joseph A. Bergmann, Chief, Management Applications Section, Occupational Analysis Flight, Air Force Occupational Measurement Squadron (AFOMS).

Copies of this report are distributed to Air Staff sections and other interested training and management personnel. Additional copies may be requested from the AFOMS, Attention: Chief, Occupational Analysis Flight (OMY), 1550 5th Street East, Randolph Air Force Base, Texas 78150-4449.

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SUMMARY OF RESULTS

1. *Survey Coverage*: This report is based on data collected from 1,246 respondents, constituting 53 percent of all assigned AFSC 21AX/A personnel and 60 percent of those receiving survey booklets.

2. *Specialty Jobs*: Ten functional areas were identified in the utilization field structure analysis. Three functional areas involved the primary day-to-day aircraft maintenance and munitions responsibilities of the utilization field. The remaining functions were oriented toward acquisition/logistics, command, administrative, managerial, and training activities.

3. *Implications*: Retention percentages of officers to satisfy critical duties in munitions, weapons safety, and nuclear surety positions warrant concern.

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EXECUTIVE SUMMARY
AIRCRAFT MAINTENANCE AND MUNITIONS
(AFSC 21AX/A)

INTRODUCTION

This is an executive summary of an occupational survey conducted on the Aircraft Maintenance and Munitions utilization field. The project was initiated by the Air Force Occupational Measurement Squadron to gather data that would help to evaluate the present classification structure and define existing utilization patterns. In addition, data were needed to support a Functional Management Review (FMR) conducted by HQ Air Force Inspection Agency (HQ AFIA/MIL). The last survey pertaining to this specialty was published in December 1980.

Background

As described in AFMAN 36-2105 Specialty Descriptions, dated 31 October 1995, personnel in this utilization field manage maintenance and modification of aircraft, conventional and nuclear, and associated equipment. Incumbents also administer aircraft maintenance and munitions programs and resources as well as direct aircraft and munitions maintenance productions, staff activity, and related material programs.

An undergraduate academic degree in management, engineering, or physical science is desirable for entry into this Air Force specialty. Currently, the formal training course is provided by the 362nd Training Squadron at Sheppard AFB Texas. This 17-week 3-day course covers management and supervision of aircraft maintenance and munitions activities, principles and concepts of management; personnel; publications; supply; aircraft and munitions forms; maintenance procedures; AFOSH; management information systems; Core Automated Maintenance System (CAMS); Munitions Operations and Combat Ammunition System (CAS); principles of flight; aircraft structures; weight and balance, propulsion, and related operating support systems and equipment; conventional and nuclear weapons principals, types, safety, and security; production, planning, and finally, problem solving.

A major classification change affecting the Aircraft Maintenance and Munitions field occurred in April 1991. The Air Force consolidated Aircraft Maintenance, AFSC 4024 and Munitions Maintenance, AFSC 4054 into one utilization field, AFSC 4024, Aircraft Maintenance and Munitions, at the company and field grade officer level. In November 1993, the AFSC was

redesignated 21AX and structured as part of the logistics career area (see Figure 1, from AFMAN 36-2105). These actions have raised a few concerns and are the impetus for a Functional Management Review (FMR) generated by HQ AFIA/MIL and endorsed by the members of the Air Force Munitions Logistics Steering Group (AFMLSG), titled; *The Effect of the Munitions and Aircraft Maintenance Officer Career Fields Consolidation on Specialized Munitions Experience,* PN 96-604. The purpose of which is to determine if the Air Force is building an officer base to satisfy critical duties in munitions, weapons safety, and nuclear surety positions. The crucial point of the issues being addressed involves the current Air Force position requiring company grade officers to expand into logistics AFSCs that raises the potential of diluting critical safety and nuclear surety expertise.

Objectives

One major purpose of this survey, as mentioned before, was to provide information which HQ AFIA could use in support of a functional management review. Survey data, compiled as an executive extract and a task module extract, were indeed provided to AFIA inspectors in April 1996. A second purpose was to provide the latest occupational data which training personnel can use to assist in determining technical training course modification requirements. To this end, training extracts and task module extracts created specifically for use by training personnel were delivered in September 1996. Additional information was also needed which would allow an evaluation of the present utilization field classification structure. Finally, the data presented here may serve as a basis for developing methods of managing the 21AX resource more effectively.

SURVEY METHODOLOGY

Inventory Development

The data collection instrument for this occupational survey was USAF Job Inventory AFPT 90-21A-054, dated July 1995. A tentative task list was prepared after reviewing pertinent career ladder publications and directives, tasks from the previous survey instrument, and data from the last OSR. The preliminary task list was refined and validated through personal interviews with 150 subject-matter experts (SMEs) (selected to cover a variety of MAJCOMs and 21AX/A utilization field activities) at the following locations:

OFFICER CLASSIFICATION STRUCTURE

CAREER AREA	CODE	UTILIZATION FIELD TITLE	AFSC	AIR FORCE SPECIALTY TITLE
LOGISTICS	20	COMMANDER	20C0	LOGISTICS COMMANDER
	21	AIRCRAFT MAINTENANCE AND MUNITIONS	21A4 +21A3* +21A1*	AIRCRAFT MAINTENANCE AND MUNITIONS A - NUCLEAR MUNITIONS
	22	SPACE AND MISSILE MAINTENANCE	22S4 +22S3 +22S1*	SPACE AND MISSILE MAINTENANCE A -MISSILE B -SPACELIFT
	23	SUPPLY	23S4 23S3 23S1	SUPPLY
	24	TRANSPORTATION	24T4 24T3 24T1	TRANSPORTATION
	25	LOGISTICS PLANS AND PROGRAMS	25L4 25L3 25L1	LOGISTICS PLANS AND PROGRAMS

+ AUTHORIZED FOR USE WITHOUT SHREDOUTS
* SHREDOUTS AUTHORIZED WITH THIS AFSC

FIGURE 1

BASE	REASON FOR VISIT
Randolph AFB TX	AETC base T-38, T-37, and T-1 aircraft maintenance
Kelly AFB TX	Air Logistics Center C-5 and other engine designs
Tinker AFB OK	AWAC function Pronounced TDY commitment
Dyess AFB TX	Large aircraft maintenance unit (B-1b bomber)
Barksdale AFB LA	Location with a major weapons storage area
Eglin AFB FL	Location with a cross-section of maintenance officers (AFMC, ACC, and AFSOC personnel)
Hurlbert AFB FL	AFSOC functions Liaison for foreign countries and the Air Force system of logistics
Travis AFB CA	AMC base with logistics and maintenance functions
Nellis AFB NV	ACC operational base maintenance, logistics, and munitions functions

The resulting job inventory contained a comprehensive listing of 894 tasks grouped under 16 duty headings and a background section used to gather information about each survey respondent, such as name, grade, location, duty AFSC, and time in service.

Survey Administration

From October 1995 through February 1996, Survey Control Monitors at Military Personnel Flights (MPF) in operational units worldwide administered the inventory to job incumbents holding DAFSC 21AX/A. Job incumbents were selected from a computer-generated mailing list obtained from personnel data tapes maintained by the Air Force Personnel Center (AFPC).

Each individual who completed the inventory first completed an identification and biographical information section and then checked each task performed in his or her current job. After checking all tasks performed, each member rated each of these tasks on a 9-point scale showing relative time spent on that task, as compared to all other tasks checked. The ratings ranged from 1 (very small amount time spent) through 5 (about average time spent) to 9 (very large amount spent).

To determine relative time spent for each task checked by a respondent, all of the incumbent's ratings are assumed to account for 100 percent of his or her time spent on the job and are summed. Each task rating is then divided by the total of task ratings and multiplied by 100 to provide a relative percentage of time for each task. This procedure provides a basis for comparing tasks in terms of both percent members performing and average percent time spent.

Survey Sample

The officers included in this survey were selected from the uniform officer record file for January 1995. All eligible DAFSC 21AX/A personnel were mailed survey booklets. Eligibility to participate in an occupational survey is limited to personnel who have held their duty AFSC a minimum of 6 weeks and who have at least 6 weeks on the job. Those projected to retire or in PCS status within the data collection phase of the study are excluded. From a total of 2,334 officers authorized, 2,082 met the criteria for inclusion in the survey sample. The 1,246 in the final sample represent 60 percent of the total personnel surveyed.

Tables 1 through 3 compare the characteristics of the survey sample with the population characteristics of the utilization field. In all instances, the survey sample is representative of the population and is adequate to allow for valid inferences from the data.

Data Processing and Analysis

Once the job inventories were received from the field, the booklets were screened for completeness and accuracy and optically scanned to create a complete case record for each respondent. Comprehensive Occupational Data Analysis Program (CODAP) then created a job description for each respondent, as well as composite job descriptions for members of various demographic groups. These job descriptions were used for much of the analyses reported in this OSR.

TABLE 1

MAJCOM PRESENTATION IN SAMPLE

COMMAND	PERCENT OF ASSIGNED*	PERCENT OF SAMPLE
ACC	34	36
AMC	17	17
AFMC	13	15
AETC	10	11
USAFE	7	4
PACAF	7	7
AFSOC	3	3
OTHER	9	7

Total Assigned:	2,334
Total Surveyed:	2,082
Total in Survey Sample:	1,246
Percent of Assigned in Sample:	53%
Percent of Eligible in Sample:	60%

* Assigned strength as of January 1995

TABLE 2

RANK DISTRIBUTION OF SAMPLE

RANK	PERCENT OF ASSIGNED (N=2,334)	PERCENT OF SAMPLE (N=1,246)
Lieutenant*	25	28
Captain	38	37
Major	21	20
Lt Colonel	14	13
Colonel	2	2

* Second and First Lieutenants combined into one category

TABLE 3

DAFSC DISTRIBUTION BY SURVEY SAMPLE

DAFSC	PERCENT OF ASSIGNED* (N=2,334)	PERCENT OF SAMPLE (N=1,246)
21AX	96	96
21AXA	4	4
21A1	15	14
21A1A	**	**
21A3	58	61
21A3A	3	4
21A4	23	20

*Assigned strength as of January 1995
**Less than 1 percent

NOTE: Columns may not add to 100 percent due to rounding

UTILIZATION FIELD STRUCTURE

An important function of the USAF Occupational Analysis Program is to examine the structure of occupations and determine what people are actually doing in the work environment. The structure of jobs within the Aircraft Maintenance and Munitions utilization field was examined on the basis of similarity of tasks performed and the percent of time spent ratings provided by job incumbents, independent of traditional personnel categories, such as rank or DAFSC.

Individual jobs are organized into similar units of work by a hierarchical grouping program, which is a basic part of the Comprehensive Occupational Data Analysis Program (CODAP) system for job analysis. Each job description (all the tasks performed by that individual and the relative amount of time spent on those tasks) in the sample is compared to every other job description in terms of tasks performed and the relative amount of time spent on each task in the job inventory. The automated system is designed to locate the two job descriptions with the most similar tasks and percent time ratings and combine them to form a composite job group. In successive stages, new members are added to initial groups, or new groups are formed based on the similarity of tasks performed and similar time ratings in the individual job descriptions. When there is substantial similarity between two or more jobs, they are grouped together and identified as a *Functional Area*. Specialized jobs too dissimilar to be grouped into any cluster are referred to as independent jobs. The above terminology will be used in the discussion of the AFSC 21AX/A utilization field structure.

Overview of Specialty Functions

Structure analysis identified 10 functions within the survey sample of 1,246 officers. Based on task similarity and relative time spent, the division of functions performed by AFSC 21AX/A personnel is illustrated in Figure 2. Table 4 showcases the distribution of officers in these areas and a listing of those functions is provided below. The Group (GP) number shown beside each title is a reference to computer-printed information; the number of personnel in each group (N) is also shown.

I. Company Grade Command, Admin, and Managerial Function (GP0069, N=226)

II. Squadron Level Management and Command Function (GP0096, N=178)

III. Aircraft Maintenance Management Function (GP0106, N=316)

IV. Munitions/Weapons Management Function (GP0116, N=43)

V. Independent Unit Group Function (GP0125, N=45)

VI. Acquisition/Logistics Function (GP0135, N=233)

AFSC 21AX/A SPECIALTY FUNCTIONS
(N=1,246)

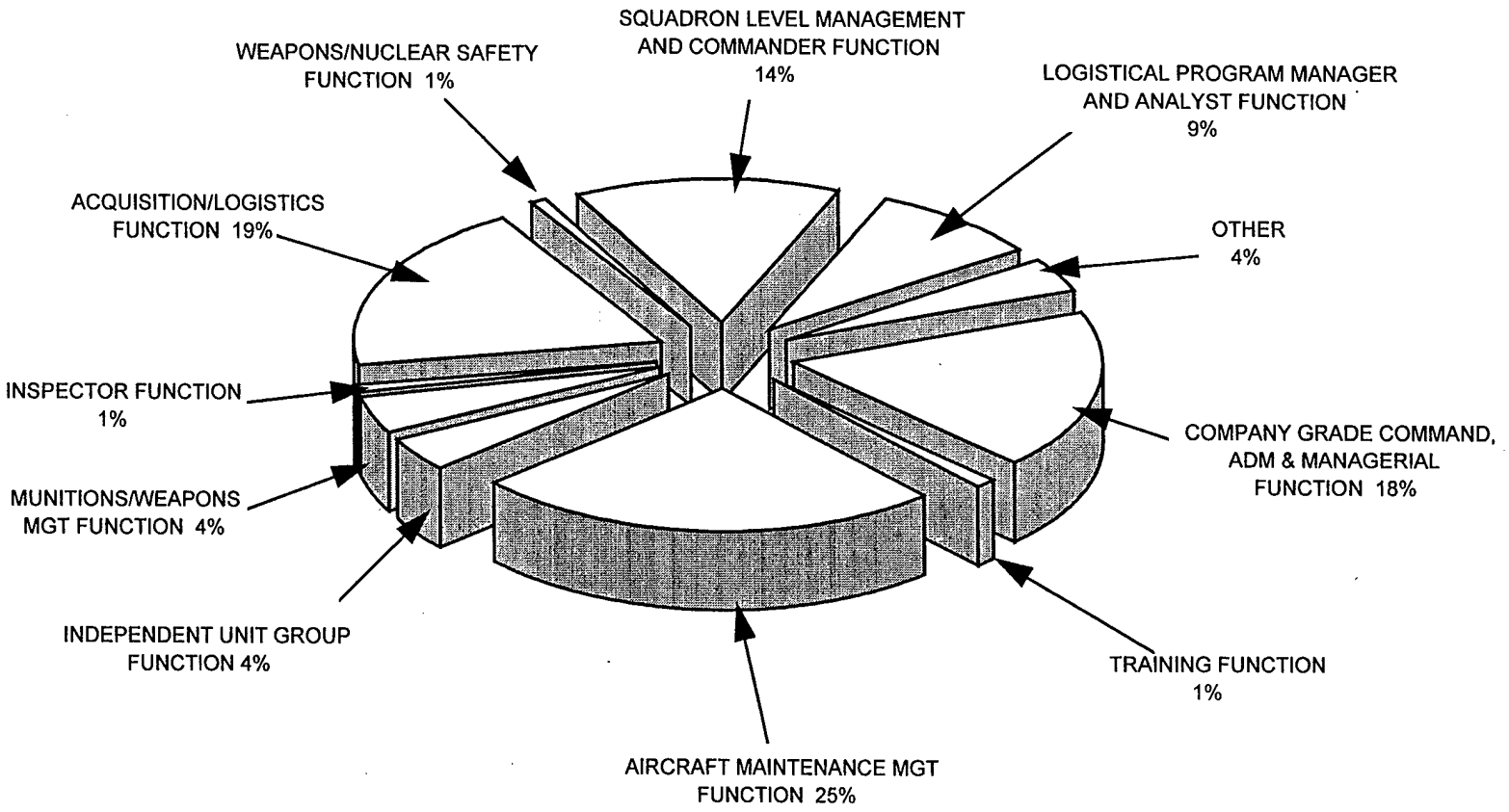

FIGURE 2

TABLE 4

DISTRIBUTION OF OFFICERS ACROSS SPECIALTY FUNCTIONS
(PERCENT MEMBERS RESPONDING)

	SPECIALTY FUNCTIONS	LT* (N=345)	CAPT (N=456)	MAJ (N=249)	LT COL (N=157)	COL (N=39)
I.	COMPANY GRADE COMMAND, ADMIN, AND MANAGERIAL FUNCTION (N=226)	41	13	5	3	6
II.	SQUADRON LEVEL MANAGEMENT AND COMMAND FUNCTION (N=178)	11	9	25	22	9
III.	AIRCRAFT MAINTENANCE MANAGEMENT FUNCTION (N=316)	26	30	25	20	0
IV	MUNITIONS/WEAPONS MANAGEMENT FUNCTION (N=43)	2	5	4	2	0
V.	INDEPENDENT UNIT GROUP FUNCTION (N=45)	4	4	3	3	0
VI.	ACQUISITION/LOGISTICS FUNCTION (N=233)	7	15	22	34	78
VII.	WEAPONS/NUCLEAR SAFETY FUNCTION (N=14)	**	1	1	1	0
VIII.	INSPECTOR FUNCTION (N=13)	0	2	**	2	3
IX.	LOGISTICAL PROGRAM MANAGERS AND ANALYSTS FUNCTION (N=110)	2	13	11	11	3
X.	TRAINING FUNCTION (N=15)	**	2	**	2	0

* Second and First Lieutenants combined into one category
** Less than 1 percent

VII. Weapons/Nuclear Safety Function (GP0146, N=14)

VIII. Inspector Function (GP0154, N=13)

IX. Logistical Program Managers and Analysts Function (GP0159, N=110)

X. Training Function (GP0167, N=15)

The officers forming these groups account for 96 percent of the survey sample. The remaining 4 percent were performing tasks or series of tasks that did not group with any of the defined jobs. Job titles given by respondents that were representative of these personnel include: Wing Protocol Officer, Fabrication Flight Officer, and Chief of Research and Analysis Officer.

Group Descriptions

The following paragraphs contain brief descriptions of the critical functions featured in the information provided to HQ AFIA and used in their functional management review to assess the effect of the 1989-90 consolidation of the munitions and aircraft maintenance utilization fields. Table 5 presents the relative time spent on duties by members of these specialties. Selected background data for these groups are provided in Table 6. Representative tasks for all the groups identified through the utilization field structure analysis are contained in Appendix A.

AIRCRAFT MAINTENANCE MANAGEMENT FUNCTION (GP0106). The primary focus of this function is the performance of tasks associated with aircraft maintenance and production. Flightline activities, sortie production, aircraft maintenance scheduling, and repair procedures are a sampling of this groups' responsibilities. The management of these activities is performed by 316 members, representing 25 percent of the total survey sample. They perform an average of 215 tasks, including the following:

coordinate with aircrews on maintenance or operations problems
evaluate maintenance scheduling effectiveness
adjust work schedules to meet sortie production goals
prioritize flightline (on equipment) maintenance activities
evaluate aircraft scheduling effectiveness
evaluate requests for changes in aircraft to support missions
direct aircraft impoundment

Eighty-five percent are AFSC 21A3 and report an average of 7 years in the utilization field. Members average 11 years TAFMS with 9 years active commissioned time. Group members were primarily captains and majors, with an average grade of O-3.

TABLE 5

RELATIVE PERCENT TIME SPENT ON DUTIES
BY SPECIALTY FUNCTION

DUTIES	AIRCRAFT MAINTENANCE MANAGEMENT (N=316)	MUNITIONS WEAPONS MANAGEMENT (N=43)	WEAPONS/ NUCLEAR SAFETY (N=14)
A. COMMAND, ADMINISTRATION, AND MANAGERIAL FUNCTIONS	21	24	29
B. SAFETY	6	6	15
C. SECURITY AND RESOURCE PROTECTION	2	8	9
D. PLANNING AND PROGRAMMING	3	6	5
E. AIRCRAFT AND MUNITIONS MAINTENANCE SCHEDULING AND PRODUCTION	20	13	7
F. DEPLOYMENTS AND EXERCISES	6	5	5
G. BUDGETING AND RESOURCE MANAGEMENT FUNCTIONS	2	4	3
H. SUPPLY	4	3	*
I. MANPOWER AND PERSONNEL FUNCTIONS	10	9	3
J. MODIFICATIONS OR SYSTEMS DEVELOPMENT	1	1	*
K. DEFICIENCY ANALYSIS	7	2	*
L. EMERGENCY PROCEDURES	1	3	6
M. TRAINING	3	3	2
N. EVALUATING AND INSPECTING	10	10	11
O. PUBLIC RELATIONS	1	1	*
P. RESEARCH AND STAFFING	2	3	3

* Less than 1 percent

TABLE 6

SELECTED BACKGROUND DATA FOR SPECIALTY FUNCTIONS

	AIRCRAFT MAINTENANCE MANAGEMENT	MUNITIONS WEAPONS MANAGEMENT	WEAPONS/ NUCLEAR SAFETY
NUMBER IN GROUP	316	43	14
PERCENT OF SAMPLE	25%	3%	1%
PERCENT IN CONUS	75%	67%	29%
PERCENT OVERSEAS	25%	33%	71%
FEMALE (PERCENT RESPONDING)	14%	9%	14%
MALE (PERCENT RESPONDING)	86%	91%	86%
PREDOMINANT PAYGRADES	O-3	O-3	O-3
AVERAGE TIUF (YEARS)	7.4	9.3	8.4
AVERAGE ACT (YEARS)	8.5	9.75	9.8
AVERAGE TAFMS (YEARS)	11	14	15
PRIOR ENLISTED SERVICE (PERCENT)	35%	60%	57%
PRIOR ENLISTED SERVICE IN PRESENT UTILIZATION FIELD (PERCENT)	23%	44%	36%
AVERAGE NUMBER OF PERSONS SUPERVISED	9	7	2
AVERAGE NUMBER OF TASKS PERFORMED	215	75	39

MUNITIONS/WEAPONS MANAGEMENT FUNCTION (GP0116). A total of 43 officers (4 percent of the sample) make up this group who performs very specific activities. Members are responsible for managing munitions and weapons capability, requirements, accountability, security, storage, and associated personnel to name a few. Twenty-four percent of their relative job time is spent evaluating, inspecting, and performing munitions maintenance related activities plus another 24 percent performing command, administrative, and managerial duties. They average 222 tasks, with 150 accounting for half their time. Some of the specialized tasks performed by these officers are:

coordinate with field units on munitions requirements
coordinate with maintenance personnel on weapons receipts or shipments
determine storage capabilities for munitions
coordinate with operations personnel on munitions requirements
inventory munitions or weapons
evaluate adequacy of munitions storage facilities

These seasoned officers average 9 years in the utilization field and 14 years of TAFMS. Sixty percent of this group were prior enlisted before commissioning. Captain is the paramount rank (53 percent) for the group. Thirty-three percent are located overseas and 35 percent of the respondents have a DAFSC 21A3A.

WEAPONS/NUCLEAR SAFETY FUNCTION (GP0146). The predominant characteristic of this function is the performance of safety related activities. As a group, these 14 members spend 26 percent of their relative job time performing duties associated with inspection and evaluation and safety followed by tasks in the command, administrative, and managerial arena (29 percent). Areas of responsibility include surety programs involving munitions, nuclear, and explosive safety. Examples of representative tasks performed by this group are:

draft and write safety newsletters
implement unit safety programs
develop explosive safety programs
coordinate with personnel from host nations on munitions safety requirements
evaluate compliance with two man or no-lone zone policies
evaluate munitions support squadron emergency action operations

Forty-three percent of these respondents hold a DAFSC 21A3A and report an average of 8 years in the utilization field. Fifty-seven percent were prior enlisted before commissioning and average 15 years TAFMS. They are primarily captains and majors. Seventy-one percent are located overseas.

TRAINING FACTORS AND RESOURCES

Occupational survey data are one of the many sources of information that can be used to assist in the development of a training program relevant to the needs of personnel in their first assignment. Some of the factors that may be used in evaluating training include the overall description of the job being performed by first-assignment personnel and their overall distribution across utilization field functions as well as percentages of first-job (1-24 months' TAFMS) or first-assignment (1-48 months' TAFMS) members performing specific tasks.

First-Assignment Personnel

In this study, there are 255 members in their first assignment (1-48 months' TAFMS), accounting for 20 percent of the survey sample. Figure 3 illustrates the distribution of first-assignment personnel across the functional areas identified in the Utilization Field Structure section of this report. Almost half (47 percent) are contained in the Company Grade Command, Admin, and Managerial function. The remaining first-assignment personnel are dispersed over several other functions, with 24 percent in the Aircraft Maintenance Management function followed by 8 percent in the Squadron Level Management and Command arena.

As displayed in Table 7, 32 percent of first-assignment personnel duty time is devoted to performing tasks related to command, administrative, and managerial activities. Performing aircraft and munitions maintenance scheduling and production activities (14 percent) and manpower and personnel activities (8 percent) are the next two most time-consuming duties. Table 8 displays some of the tasks performed by first-assignment personnel.

Task Module Data

Task modules (TMs) were developed to organize and summarize the extensive task information for the Aircraft Maintenance and Munitions utilization field. The TMs were derived by statistical clustering in the Comprehensive Occupational Analysis Program (CODAP) that identifies groups of related tasks and groups them together to form TMs. CODAP calculates the index of co-performed tasks by examining the task performance patterns of all survey respondents as a whole. The statistical clustering generally approximates these "natural groupings." For example, Table 9 depicts a TM performed by officers in the Munitions/Weapons Maintenance Management Function. The tasks within the module are presented with percent of members performing for the total group and by rank. Hence, if a member performs one task in this module, the probability is very high that she or he will also perform other tasks in this grouping. Thus, this group of tasks (task module) can be considered a "natural group" of associated or related tasks.

DISTRIBUTION OF FIRST-ASSIGNMENT PERSONNEL ACROSS FUNCTIONAL AREAS (N=255)

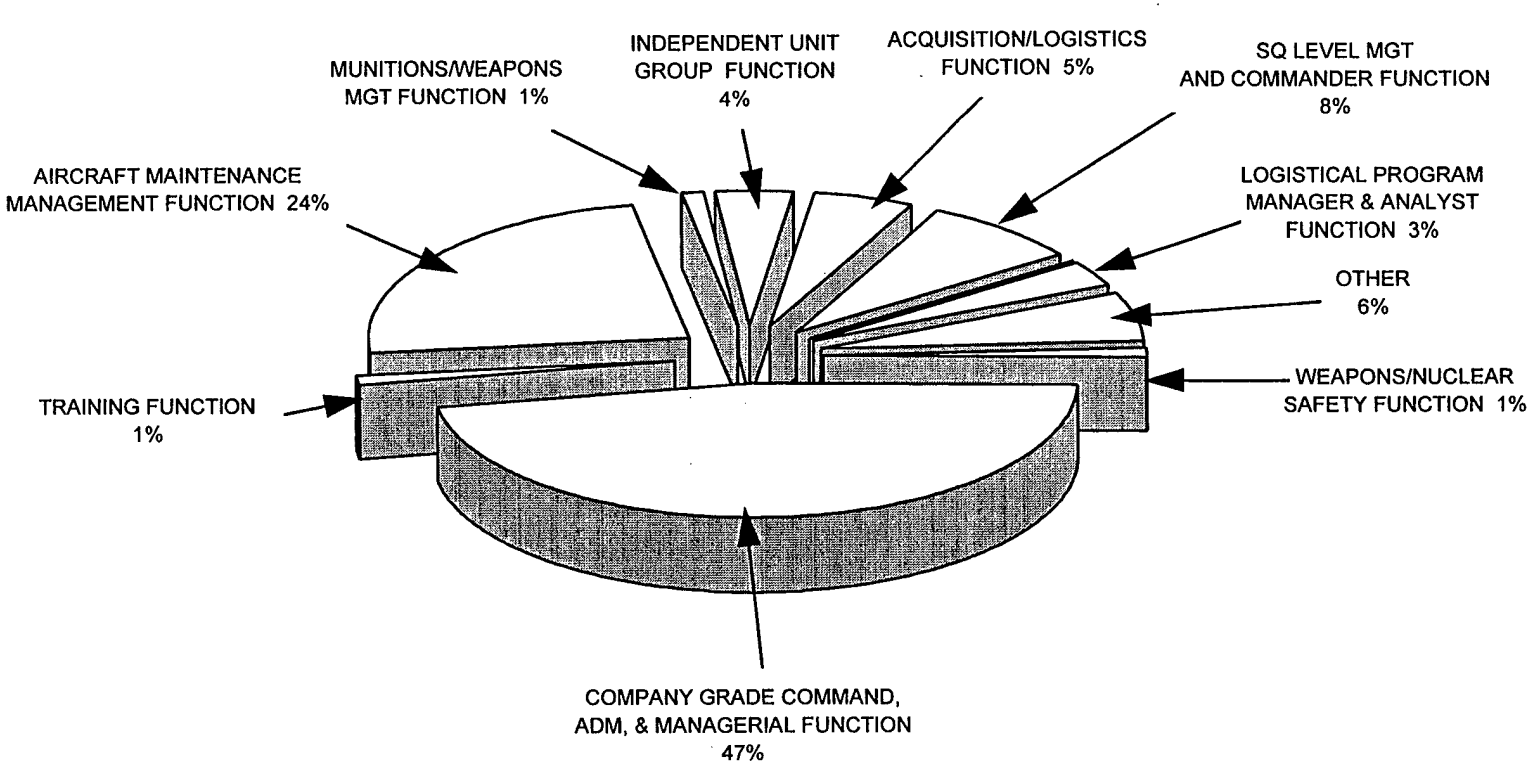

FIGURE 3

TABLE 7

RELATIVE TIME SPENT ON DUTIES BY
FIRST-ASSIGNMENT PERSONNEL
(N=255)

DUTIES	PERCENT TIME SPENT
A. COMMAND, ADMINISTRATION, AND MANAGERIAL FUNCTIONS	32
B. SAFETY	5
C. SECURITY AND RESOURCE PROTECTION	2
D. PLANNING AND PROGRAMMING	2
E. AIRCRAFT AND MUNITIONS MAINTENANCE SCHEDULING AND PRODUCTION	14
F. DEPLOYMENTS AND EXERCISES	5
G. BUDGETING AND RESOURCE MANAGEMENT FUNCTIONS	1
H. SUPPLY	3
I. MANPOWER AND PERSONNEL FUNCTIONS	8
J. MODIFICATIONS OR SYSTEMS DEVELOPMENT	1
K. DEFICIENCY ANALYSIS	1
L. EMERGENCY PROCEDURES	1
M. TRAINING	5
N. EVALUATING AND INSPECTING	8
O. PUBLIC RELATIONS	1
P. RESEARCH AND STAFFING	2

TABLE 8

REPRESENTATIVE TASKS PERFORMED BY AFSC 21AX/A
FIRST-ASSIGNMENT PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=255)
A038	ATTEND MAINTENANCE RELATED CONFERENCES, MEETINGS, OR WORKING GROUPS	82
I533	ENDORSE OR REVIEW EPRS	78
A046	CONDUCT INFORMAL BRIEFINGS	78
A076	DRAFT OR WRITE NOMINATIONS FOR AWARDS OR DECORATIONS	78
E250	ANSWER TECHNICAL QUESTIONS FROM SUPERIORS	70
A017	APPROVE OR DISAPPROVE LEAVE REQUESTS	85
A068	DRAFT OR WRITE LETTERS OF APPRECIATION	73
A018	APPROVE OR DISAPPROVE LETTERS OF APPRECIATION	64
E248	ANALYZE CAUSES OF PRODUCTION DELAYS	54
E347	REVIEW FLYING OR MAINTENANCE SCHEDULES	51
E247	ANALYZE ABORT OR DEVIATION RATES	41
A009	ADVISE SUBORDINATE PERSONNEL ON RESOLUTION OF TECHNICAL PROBLEMS	51
A024	APPROVE OR DISAPPROVE RECALL ROSTERS	49
A015	APPROVE OR DISAPPROVE DUTY SCHEDULES	60

TABLE 9

SELECTED TASK MODULE
MUNITIONS/WEAPONS MAINTENANCE MANAGEMENT FUNCTION
(PERCENT PERFORMING IN FUNCTION)

TASK MODULE 73		TOTAL GROUP (N=43)	MUNITIONS/WEAPONS MAINT MGT GROUP 1LT (N=5)	CAPT (N=23)	MAJ (N=10)	LT COL (N=4)
C0157	ADVISE SECURITY POLICE (SP) ON STORING WEAPONS AND AMMUNITION	40	40	48	20	25
D0238	PLAN STOCKPILES OF MUNITIONS	47	60	48	40	25
E0267	COORDINATE WITH FIELD UNITS ON MUNITIONS REQUIREMENTS	63	80	61	50	75
E0281	DETERMINE STORAGE CAPABILITIES FOR MUNITIONS	74	80	74	70	75
E0298	ESTABLISH MUNITIONS ACCOUNTABILITY PROGRAMS	60	100	70	40	0
E0301	EVALUATE ADEQUACY OF MUNITIONS STORAGE FACILITIES	67	100	70	50	50
E0319	INSPECT STORED MUNITIONS ACCOUNTABILITY RECORDS	51	80	57	40	0
E0321	INVENTORY MUNITIONS OR WEAPONS	60	100	65	50	0
E0346	REVIEW COMPATIBILITY AND QUANTITY DISTANCE REQUIREMENTS	47	80	43	20	75
E0349	REVIEW MAXIMUM LEVELS ALLOWED FOR BUILT-UP MUNITIONS	42	60	43	10	75
E0350	REVIEW MUNITIONS CAPABILITY REPORTS	56	80	65	30	25
H0476	REVIEW AFK ACCOUNTS	63	80	70	50	25
L0685	DIRECT OR SUPERVISE MOVEMENT OF MUNITIONS DURING DISASTER OR EXERCISES	58	60	74	40	0

TMs are useful for organizing the task data into meaningful units and as a way to concisely summarize the extensive job data. A complete list of TMs for each functional area identified in the SPECIALTY JOBS section of this report are contained in the TASK MODULE EXTRACT package. Both the TRAINING EXTRACT and the TASK MODULE EXTRACT complement each other and were created as a set of tools for use regarding training decisions.

JOB SATISFACTION

Comparisons of group perception of their jobs provide utilization field managers with a means toward understanding some of the factors affecting job performance. These perceptions are gathered from incumbent responses to job satisfaction indices covering job interest, perceived utilization of training and talent, and reenlistment plans. An indication of how job satisfaction perceptions have changed over time is provided in Table 10, where functional group data for 1996 survey respondents are presented, along with data from respondents to the last occupational survey involving this utilization field published in 1980. Table 11 presents the job satisfaction of members and how they compare between DAFSCs in the total sample. The perceptions of MAJCOM group members with DAFSC 21AX are compared in Table 12. Finally, Table 13 presents job satisfaction responses from personnel in the functional groups discussed in the **UTILIZATION FIELD STRUCTURE** section of this report. An examination of these data can show how overall job satisfaction may be influenced by the type of job performed.

A comparison of job satisfaction indicator responses of current Aircraft Maintenance Management and Munitions Maintenance Management functional groups to those in the 1980 survey (see Table 10) indicate overall job satisfaction is substantially higher since 1980. In particular, positive responses reveal a favorable increase in job interest and effective use of their talents and training.

As a whole, responses of entry, fully qualified, and staff level personnel were quite positive (see Table 11). The biggest difference is noted by personnel with DAFSC 21A1A, whereby entry-level nuclear munitions officers find their job the least interesting, perceive their training is not adequately being used, and are likely to crosstrain to another utilization field. By contrast, the percentage of personnel with DAFSC 21A1 responding in the areas of job interest and perceived use of training is notably higher than the "A" shred group.

Table 12 summarizes the MAJCOM data reported by nuclear munitions officers (DAFSC 21AXA). AFSPACE command, the MAJCOM with the fewest respondents in the study (N=8), reflects the highest percentage of members who find their job the least interesting, perceive the inefficient use of their talents and training, and are more likely to separate before retirement. ACC personnel perceive their job to be exceedingly interesting and reveal the most effective utilization of talents. But paradoxically, an alarmingly high percentage (79 percent) are likely to crosstrain to another field.

TABLE 10

COMPARISON OF JOB SATISFACTION INDICATORS
FOR CURRENT AND PREVIOUS SURVEY
(PERCENT MEMBERS RESPONDING)

	AIRCRAFT MAINTENANCE MANAGEMENT (N=316)	1980 DAFSC 4021 (N=242)	1980 DAFSC 4024 (N=725)	MUNITIONS/ WEAPONS MANAGEMENT (N=43)	1980 DAFSC 4051A (N=113)	1980 DAFSC 4054A (N=202)
EXPRESSED JOB INTEREST:						
INTERESTING	95	88	85	79	83	75
SO-SO	3	6	9	12	6	13
DULL	2	6	6	9	11	12
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO EXCELLENT	96	78	84	86	67	78
NONE TO VERY LITTLE	4	22	15	14	33	21
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO EXCELLENT	93	75	77	83	63	76
NONE TO VERY LITTLE	7	25	22	16	36	23
UTILIZATION FIELD PLANS:						
STAY IN 21AX/A	49	30	40	67	24	22
CROSSTRAIN TO ANOTHER FIELD	40	22	22	26	32	40
UNDECIDED	11	48	38	7	44	38

NOTE: Columns may not add to 100 percent due to nonresponse and rounding

TABLE 11

JOB SATISFACTION INDICATORS AMONG
DAFSC 21AX/A GROUPS
(PERCENT MEMBERS RESPONDING)

	21A1 (N=177)	21A1A (N=7)	21A3 (N=768)	21A3A (N=46)	21A4 (N=248)
EXPRESSED JOB INTEREST:					
INTERESTING	88	57	89	86	83
SO-SO	9	29	5	7	9
DULL	3	14	6	7	8
PERCEIVED USE OF TALENTS:					
FAIRLY WELL TO EXCELLENT	88	86	89	89	88
NONE TO VERY LITTLE	12	14	11	11	12
PERCEIVED USE OF TRAINING:					
FAIRLY WELL TO EXCELLENT	90	71	85	83	85
NONE TO VERY LITTLE	10	29	15	17	15
UTILIZATION FIELD PLANS:					
STAY IN 21AX/A	18	14	51	46	77
CROSSTRAIN TO ANOTHER FIELD	58	72	36	45	15
UNDECIDED	24	14	13	9	8
CAREER ADVANCEMENT					
FAIR TO EXCELLENT	91	86	86	81	83
POOR TO VERY POOR	9	14	14	19	17
CAREER INTENTIONS					
SEPARATE OR PROBABLY SEPARATE BEFORE RETIREMENT	20	28	13	9	1
STAY OR PROBABLY STAY FOR RETIREMENT	79	72	87	91	99

NOTE: Columns may not add to 100 percent due to nonresponse and rounding

TABLE 12

JOB SATISFACTION INDICATORS AMONG
21AXA MAJCOM GROUPS
(PERCENT MEMBERS RESPONDING)

	DAFSC 21AXA ACC (N=19)	DAFSC 21AXA USAFE (N=16)	DAFSC 21AXA AFSPACE (N=8)
EXPRESSED JOB INTEREST:			
INTERESTING	89	74	75
SO-SO	11	13	0
DULL	0	13	25
PERCEIVED USE OF TALENTS:			
FAIRLY WELL TO EXCELLENT	94	81	75
NONE TO VERY LITTLE	5	19	25
PERCEIVED USE OF TRAINING:			
FAIRLY WELL TO EXCELLENT	79	81	75
NONE TO VERY LITTLE	21	19	25
UTILIZATION FIELD PLANS:			
STAY IN 21AX/A	21	69	38
CROSSTRAIN TO ANOTHER FIELD	79	25	38
UNDECIDED	0	6	24
CAREER ADVANCEMENT			
FAIR TO EXCELLENT	79	81	100
POOR TO VERY POOR	21	19	0
CAREER INTENTIONS			
SEPARATE OR PROBABLY SEPARATE BEFORE RETIREMENT	5	6	13
STAY OR PROBABLY STAY FOR RETIREMENT	95	94	87

NOTE: Columns may not add to 100 percent due to nonresponse and rounding

TABLE 13

JOB SATISFACTION INDICATORS AMONG SPECIALTY JOBS
(PERCENT MEMBERS RESPONDING)

	AIRCRAFT MAINT MGT (N=316)	MUNITIONS WEAPONS MGT (N=43)	WEAPONS/ NUCLEAR SAFETY (N=14)
EXPRESSED JOB INTEREST:			
INTERESTING	94	79	57
SO-SO	4	12	14
DULL	2	9	29
PERCEIVED USE OF TALENTS:			
FAIRLY WELL TO EXCELLENT	96	86	71
NONE TO VERY LITTLE	4	14	29
PERCEIVED USE OF TRAINING:			
FAIRLY WELL TO EXCELLENT	93	83	100
NONE TO VERY LITTLE	7	16	0
UTILIZATION FIELD PLANS:			
STAY IN 21AX/A	49	67	64
CROSSTRAIN TO ANOTHER FIELD	40	26	14
UNDECIDED	11	7	21
CAREER ADVANCEMENT			
FAIR TO EXCELLENT	87	79	79
POOR TO VERY POOR	13	21	21
CAREER INTENTIONS			
SEPARATE OR PROBABLY SEPARATE BEFORE RETIREMENT	9	7	14
STAY OR PROBABLY STAY FOR RETIREMENT	91	93	86

NOTE: Columns may not add to 100 percent due to nonresponse and rounding

The responses of members in the three functional areas were undeniably upbeat and positive (see Table 13). Most indicated effective use of talents and training. Of all the functions listed, though, Weapons/Nuclear Safety personnel find their job the least interesting, perceive their talents are not being used sufficiently, and have the highest percentage of personnel (14 percent) who plan to separate before retirement. Aircraft Maintenance Management officers, on the other hand, perceive their job to be highly interesting, indicate the most effective use of talents, and expressed the highest regard for career advancement. Munitions Maintenance Management personnel are most likely to stay in the 21A1/A utilization field. Overall, personnel across all functional areas are satisfied with their jobs, feel their talents and training are adequately utilized, and will probably stay in the career area until retirement.

IMPLICATIONS

One major objective of this survey and the focus of this report was to provide information which HQ AFIA could use in support of a functional management review. In this regard, the findings of this survey suggest retention percentages of qualified officers to satisfy needs in positions directing munitions, weapons safety, and nuclear activities **warrant concern**. Traditionally, munitions officers formed the pool from which weapons safety and nuclear surety officers were selected, as well as manned critical nuclear maintenance positions in units assigned weapons. Aircraft maintenance officers, of course, form the much larger populous from which munitions officers are selected. However, reviews of the distinguishing qualities of the present personnel hardly support or suggest a future that would sustain a highly experienced workforce. Case in point, outstanding characteristics for the cadre of munitions and weapons/nuclear safety officers: over 58 percent are prior enlisted, average 14 years TAFMS, and 65 percent plan to stay in the 21AX/A utilization field even though a large number perceive their jobs as dull, inferring a steadfast attitude until retirement. By contrast, 95 percent of aircraft maintenance officers perceive their jobs as interesting but only 49 percent plan to stay in AFSC 21AX/A, and only 35 percent are prior enlisted. The most glaring finding and cause for alarm is the planned exodus (79 percent) of ACC's nuclear munitions ("A" shred) officers who intend to crosstrain to another field. While this trend may suggest a foreboding situation for the present field structure, in particular munitions maintenance, the use of Task Module Extracts makes an excellent reference tool for an on the job training program for young and inexperienced officers entering any of the aforementioned critical positions.

No serious job satisfaction problems appear to exist within the aircraft maintenance and munitions utilization field. In fact, the overall job satisfaction responses for the present sample were higher than those of the 1980 survey.

The findings of this executive summary come directly from survey data collected from aircraft maintenance and munitions officers worldwide. These data are readily available to training and utilization personnel, career field managers, and any other interested parties having need for such information. Much of the data are compiled into extracts that are excellent tools in the decision-making process. These data extracts should be used when a training or utilization decision is made.

APPENDIX A

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TABLE I

COMPANY GRADE COMMAND, ADMIN, AND MANAGERIAL FUNCTION
(GP069)

GROUP SIZE: 226
PERCENT OF SAMPLE: 18%
PREDOMINANT GRADE: O-1
PRIOR ENLISTMENT SERVICE: 27%

AVERAGE TIUF: 45 MONTHS
AVERAGE ACT: 56 MONTHS
AVERAGE TAFMS: 78 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

	REPRESENTATIVE TASKS	PERCENT MEMBERS PERFORMING (N=226)
A0038	Attend maintenance related conferences, meetings, or working groups	81
A0017	Approve or disapprove leave requests	81
I0533	Endorse or review EPRs	73
A0046	Conduct informal briefings	73
A0076	Draft or write nominations for awards or decorations	73
A0065	Draft or write enlisted performance reports (EPRs)	71
A0043	Collect feedback through methods such as informal visit to subordinate sections	66
A0005	Advise commanders or staff agencies on maintenance matters, such as capabilities, procedures, or programs	66
A0068	Draft or write letters of appreciation	66
E0250	Answer technical questions from superiors	64
A0012	Approve or disapprove correspondence, such as letters or messages	61
A0054	Counsel subordinates on personal issues, such as marital or financial problems	59
N0785	Draft or write EPRs or suggested endorsements for EPRs	57
A0025	Approve or disapprove recommendations for awards or decorations	56
A0037	Assign suspense dates to action items	55
A0018	Approve or disapprove letters of appreciation	55
I0519	Counsel personnel on job performance	55
A0003	Administer personnel or unit recognition or award programs	54
A0040	Attend quality improvement meetings, such as process action teams (PAT) or process improvement teams (PIT)	53
M0716	Attend ancillary training, such as chemical warfare, fire extinguisher, or communications security (COMSEC)	53
A0010	Allocate or designate use of equipment or supplies	52
N0827	Evaluate quality of EPRs or OPRs	51
E0248	Analyze causes of production delays	46
A0022	Approve or disapprove point, position, or talking papers	46
A0048	Conduct maintenance conferences, meetings, or working groups	42

TABLE II

SQUADRON LEVEL MANAGEMENT AND COMMAND FUNCTION
(GP0096)

GROUP SIZE: 178
PERCENT OF SAMPLE: 14%
PREDOMINANT GRADE: O-4
PRIOR ENLISTMENT SERVICE: 27%

AVERAGE TIUF: 112 MONTHS
AVERAGE ACT: 136 MONTHS
AVERAGE TAFMS: 167 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=178)
A0017	Approve or disapprove leave requests	99
I0533	Endorse or review EPRs	97
A0012	Approve or disapprove correspondence, such as letters or messages	97
A0076	Draft or write nominations for awards or decorations	96
A0068	Draft or write letters of appreciation	96
A0065	Draft or write enlisted performance reports (EPRs)	95
A0022	Approve or disapprove point, position, or talking papers	92
A0046	Conduct informal briefings	91
A0018	Approve or disapprove letters of appreciation	91
A0037	Assign suspense dates to action items	90
A0023	Approve or disapprove policy letters	90
A0038	Attend maintenance related conferences, meetings, or working groups	89
A0054	Counsel subordinates on personal issues, such as marital or financial problems	89
A0043	Collect feedback through methods such as informal visit to subordinate sections	88
A0025	Approve or disapprove recommendations for awards or decorations	88
N0785	Draft or write EPRs or suggested endorsements for EPRs	87
I0519	Counsel personnel on job performance	87
A0005	Advise commanders or staff agencies on maintenance matters, such as capabilities, procedures, or programs	84
A0003	Administer personnel or unit recognition or award programs	83
N0827	Evaluate quality of EPRs or OPRs	81
A0040	Attend quality improvement meetings, such as process action teams (PAT) or process improvement teams (PIT)	80
O0864	Conduct unit or facility walk-through visits or tours	79
P0878	Draft or write background papers, point papers, or talking papers	79
E0250	Answer technical questions from superiors	76
F0363	Analyze after action, exercise, or deployment reports or critiques	76

TABLE III

AIRCRAFT MAINTENANCE MANAGEMENT FUNCTION
(GP0106)

GROUP SIZE: 316
PERCENT OF SAMPLE: 25%
PREDOMINANT GRADE: O-3
PRIOR ENLISTMENT SERVICE: 35%

AVERAGE TIUF: 89 MONTHS
AVERAGE ACT: 102 MONTHS
AVERAGE TAFMS: 131 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=316)
E0250	Answer technical questions from superiors	98
I0533	Endorse or review EPRs	93
E0248	Analyze causes of production delays	93
A0005	Advise commanders or staff agencies on maintenance matters, such as capabilities, procedures, or programs	91
E0247	Analyze abort or deviation rates	91
E0347	Review flying or maintenance schedules	90
E0246	Adjust work schedules to meet sortie production goals	90
E0280	Determine maintenance capability	88
K0647	Analyze data on repeat or recurring discrepancies	85
K0673	Review daily flying deviations or production reports	84
E0260	Compare unit production, such as UTE rates, MICAP, or scheduling effectiveness, with MAJCOM standards	84
E0318	Identify limiting factors to sortie production	84
E0276	Coordinate with personnel from other maintenance agencies for lateral support	84
K0674	Review daily flying discrepancies	83
A0054	Counsel subordinates on personal issues, such as marital or financial problems	83
E0249	Analyze sortie production scheduling procedures	82
K0676	Review maintenance histories for aircraft or aircraft subsystems	81
E0311	Evaluate maintenance repair procedures	80
K0678	Review maint summaries, such as monthly maint plans, monthly maint stat anal, or monthly QAP summaries	78
K0648	Analyze information contained in AFTO Form 781 series documents	78
E0340	Provide inputs to flying or maintenance schedules	77
K0655	Coordinate with aircrews on maintenance or operations problems	75
I0498	Assign personnel to duty positions	75
E0312	Evaluate maintenance scheduling effectiveness	74
E0275	Coordinate with operations personnel on required aircraft turn around times	74
E0314	Evaluate methods of sortie production	73
E0323	Investigate status of ordered parts	73

TABLE IV

MUNITIONS/WEAPONS MANAGEMENT FUNCTION
(GP0116)

GROUP SIZE: 43
PERCENT OF SAMPLE: 4%
PREDOMINANT GRADE: O-3
PRIOR ENLISTMENT SERVICE: 60%

AVERAGE TIUF: 112 MONTHS
AVERAGE ACT: 117 MONTHS
AVERAGE TAFMS: 166 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=43)
A0005	Advise commanders or staff agencies on maintenance matters, such as capabilities, procedures, or programs	98
A0065	Draft or write enlisted performance reports (EPRs)	93
D0236	Evaluate capability to meet contingency plans	79
F0374	Develop solutions to discrepancies noted during deployments or exercises	77
E0281	Determine storage capabilities for munitions	74
C0167	Coordinate with SP personnel on physical security requirements for munitions	74
F0363	Analyze after action, exercise, or deployment reports or critiques	72
E0273	Coordinate with operations personnel on munitions requirements	67
E0270	Coordinate with maintenance personnel on weapons receipts or shipments	67
E0301	Evaluate adequacy of munitions storage facilities	67
B0147	Initiate actions to eliminate hazards	67
C0206	Secure classified equipment and documents	65
D0212	Consolidate inputs to plans, such as war, contingency, or operations plans	65
C0169	Coordinate with SP personnel on security plans for conventional or special weapons	65
E0267	Coordinate with field units on munitions requirements	63
C0170	Destroy classified documents	63
F0365	Assign personnel as team or staff members for deployment or exercises	63
E0321	Inventory munitions or weapons	60
E0298	Establish munitions accountability programs	60
C0178	Escort visitors or VIPs in limited access areas, such as flightline or weapon storage areas (WSA)	60
C0183	Evaluate compliance with security plans, such as flightline or physical security of WSAs	60
C0168	Coordinate with SP personnel on security access requirements	60
E0276	Coordinate with personnel from other maintenance agencies for lateral support	58
E0278	Coordinate with SP personnel on munitions convoy requirements	58
D0243	Review maintenance annexes to operations plans	56
E0350	Review munitions capability reports	56

TABLE V

INDEPENDENT UNIT GROUP FUNCTION
(GP0125)

GROUP SIZE: 45
PERCENT OF SAMPLE: 4%
PREDOMINANT GRADE: O-3
PRIOR ENLISTMENT SERVICE: 27%

AVERAGE TIUF: 80 MONTHS
AVERAGE ACT: 99 MONTHS
AVERAGE TAFMS: 121 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=45)
N0785	Draft or write EPRs or suggested endorsements for EPRs	69
A0010	Allocate or designate use of equipment or supplies	69
I0533	Endorse or review EPRs	69
P0878	Draft or write background papers, point papers, or talking papers	67
N0849	Inspect personnel for compliance with AFI 36-2903 (formerly AFR 35-10)	67
P0877	Compile information for staff studies, staff summary sheets, or position papers	64
A0036	Assign special projects to personnel for staffing actions	64
N0827	Evaluate quality of EPRs or OPRs	62
N0843	Initiate corrective actions to inspections or evaluation	60
N0854	Maintain self-assessment books or checklists	60
N0840	Evaluate work environment, such as floor space, noise level, and proximity of supply issue points	60
N0858	Recommend changes to management practices	60
N0841	Evaluate work procedures for compliance with checklists or TOs	58
E0250	Answer technical questions from superiors	58
N0824	Evaluate QA or QC programs	56
N0826	Evaluate quality of completed maintenance actions performed by your unit	56
N0838	Evaluate unit preparations for inspections or evaluations	56
N0829	Evaluate suggestions submitted on AF Forms 100 (Air Force Suggestion)	53
N0836	Evaluate unit maintenance standardization evaluation programs (MSEP)	51
N0832	Evaluate technical proficiency of airplane general specialists, such as crew chiefs	51
N0850	Inspect training files	51
M0716	Attend ancillary training, such as chemical warfare, fire extinguisher, or communications security (COMSEC)	51
M0741	Evaluate formal training	44
M0742	Evaluate instructors	44
N0837	Evaluate unit NATO cross-servicing capabilities	42
N0823	Evaluate proposals for foreign military sales (FMSs)	40
M0740	Establish training programs for foreign personnel	40

TABLE VI

ACQUISITION/LOGISTICS FUNCTION
(GP0135)

GROUP SIZE: 233
PERCENT OF SAMPLE: 19%
PREDOMINANT GRADE: O-3/O-4/O-5
PRIOR ENLISTMENT SERVICE: 32%

AVERAGE TIUF: 136 MONTHS
AVERAGE ACT: 164 MONTHS
AVERAGE TAFMS: 190 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=233)
A0046	Conduct informal briefings	92
P0877	Compile information for staff studies, staff summary sheets, or position papers	72
A0040	Attend quality improvement meetings, such as process action teams (PAT) or process improvement teams (PIT)	70
I0533	Endorse or review EPRs	65
A0023	Approve or disapprove policy letters	65
A0025	Approve or disapprove recommendations for awards or decorations	65
P0882	Draft or write staff studies, staff summary sheets, or position papers	64
A0009	Advise subordinate personnel on resolution of technical problems	62
A0010	Allocate or designate use of equipment or supplies	58
D0242	Review logistics plans	43
G0433	Submit unfunded requirements for approval	38
G0397	Allocate TDY funds	36
G0429	Review budgets, budget estimates, or budget guidelines	33
I0556	Implement personnel recognition programs	32
I0512	Coordinate with personnel from ALCs, civilian firms, or foreign nations on weapon systems logistical requirements	31
G0414	Establish budgeting priorities	30
G0410	Develop budgets or budget estimates	28
K0670	Review actions taken by ALC, SPO, or contractors to resolve maintenance problems or material deficiencies	28
G0405	Conduct budget reviews	28
K0653	Conduct informal trend analyses	27
J0610	Coordinate with civilian contractors on modifications	26
P0879	Draft or write evaluations of new systems or support equipment	25
J0609	Coordinate with AFMC personnel on modifications scheduling at ALCs	25
J0625	Evaluate proposed modifications to aircraft, munitions, equipment	24
G0398	Approve or disapprove budgets, budget estimates, or budget guidelines	24
A0061	Direct implementation of integrated logistics support plans	23

TABLE VII

WEAPONS/NUCLEAR SAFETY FUNCTION
(GP0146)

GROUP SIZE: 14
PERCENT OF SAMPLE: 1%
PREDOMINANT GRADE: O-3/O-4/O-5
PRIOR ENLISTMENT SERVICE: 57%

AVERAGE TIUF: 101 MONTHS
AVERAGE ACT: 118 MONTHS
AVERAGE TAFMS: 175 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=14)
A0005	Advise commanders or staff agencies on maintenance matters, such as capabilities, procedures, or programs	86
C0170	Destroy classified documents	71
B0120	Coordinate with personnel from base agencies on accident, incident, or mishap reports	64
B0118	Conduct unit safety inspections	57
B0121	Coordinate with personnel from host nations on munitions safety requirements	57
N0779	Coordinate with subordinate unit personnel in resolving problems identified during SAVs	57
F0363	Analyze after action, exercise, or deployment reports or critiques	57
B0114	Analyze deployment or exercise plans for potential safety problems	57
C0203	Review PRP status	57
N0860	Review inspection reports, such as UEI, IG, or MSET	57
A0043	Collect feedback through methods such as informal visit to subordinate sections	57
P0876	Compile briefing data	57
C0167	Coordinate with SP personnel on physical security requirements for munitions	57
A0010	Allocate or designate use of equipment or supplies	57
B0140	Evaluate compliance with two man or no-lone zone policies	50
N0776	Conduct staff assistance visits (SAVs)	50
B0134	Draft or write inputs to safety plans	50
C0178	Escort visitors or VIPs in limited access areas, such as flightline or weapon storage areas (WSA)	50
A0050	Consolidate inputs for regulations	50
B0147	Initiate actions to eliminate hazards	50
A0023	Approve or disapprove policy letters	50
B0155	Review aircraft or ground accident, incident, or mishap reports	43
B0119	Coordinate with personnel from agencies, such as defense explosive safety board or AFISC, on safety programs	43
B0136	Draft or write safety newsletters	43
B0124	Develop explosive safety programs	43
B0142	Evaluate safety plans, policies, or programs	43

TABLE VIII

INSPECTOR FUNCTION
(GP0154)

GROUP SIZE: 13
PERCENT OF SAMPLE: 1%
PREDOMINANT GRADE: O-3
PRIOR ENLISTMENT SERVICE: 62%

AVERAGE TIUF: 167 MONTHS
AVERAGE ACT: 159 MONTHS
AVERAGE TAFMS: 210 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=13)
N0775	Conduct inspections of subordinate units, such as IG inspections	92
E0309	Evaluate maintenance management procedures	92
N0860	Review inspection reports, such as UEI, IG, or MSET	92
A0046	Conduct informal briefings	85
F0386	Evaluate maintenance deployment, mobility, or exercise plans	77
D0236	Evaluate capability to meet contingency plans	77
N0787	Draft or write formal inspection reports, such as MSET or IG	77
D0243	Review maintenance annexes to operations plans	77
E0314	Evaluate methods of sortie production	69
F0363	Analyze after action, exercise, or deployment reports or critiques	69
N0781	Develop inspection checklists	69
A0084	Draft or write trip reports	69
A0045	Conduct formal briefings	69
N0838	Evaluate unit preparations for inspections or evaluations	62
N0820	Evaluate plans, such as mobility plans, operations plans, or EWO plans	62
N0824	Evaluate QA or QC programs	62
N0808	Evaluate maintenance supply procedures	62
P0878	Draft or write background papers, point papers, or talking papers	62
N0841	Evaluate work procedures for compliance with checklists or TOs	54
F0384	Evaluate aircraft generation or regeneration flow plans	54
N0806	Evaluate local checklists	54
F0377	Draft or write deployment or exercise after action reports or critiques	54
L0695	Evaluate emergency procedures checklists or check sheets	54
N0849	Inspect personnel for compliance with AFI 36-2903 (formerly AFR 35-10)	54
D0219	Develop inspector general (IG) or maintenance standardization evaluation team (MSET) inspection plans	54
D0242	Review logistics plans	54
E0312	Evaluate maintenance scheduling effectiveness	54
N0852	Inspect work facilities or areas	54
P0876	Compile briefing data	54

TABLE IX

LOGISTICAL PROGRAM MANAGER AND ANALYST FUNCTION
(GP0159)

GROUP SIZE: 110
PERCENT OF SAMPLE: 1%
PREDOMINANT GRADE: O-3
PRIOR ENLISTMENT SERVICE: 31%

AVERAGE TIUF: 117 MONTHS
AVERAGE ACT: 137 MONTHS
AVERAGE TAFMS: 165 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=110)
P0876	Compile briefing data	88
P0877	Compile information for staff studies, staff summary sheets, or position papers	86
P0878	Draft or write background papers, point papers, or talking papers	85
P0882	Draft or write staff studies, staff summary sheets, or position papers	72
A0038	Attend maintenance related conferences, meetings, or working groups	68
D0237	Plan for conferences or seminars	52
O0871	Maintain liaison with other MAJCOM headquarters	28
D0242	Review logistics plans	26
A0022	Approve or disapprove point, position, or talking papers	26
P0879	Draft or write evaluations of new systems or support equipment	25
P0894	Research technical histories of problems	24
D0213	Coordinate with personnel from other MAJCOMs on plans	22
D0244	Review program directives	20
P0893	Research technical documents, such as TOs, contractor manuals, engineering studies, or specifications	20
K0670	Review actions taken by ALC, SPO, or contractors to resolve maintenance problems or material deficiencies	20
O0863	Attend official or social functions as an Air Force representative	19
I0512	Coordinate with personnel from ALCs, civilian firms, or foreign nations on weapon systems logistical requirements	18
E0250	Answer technical questions from superiors	18
A0008	Advise organizations on field implementation of solutions to management studies	18
D0233	Draft or write inputs to Air Staff or higher level plan or documents	17
J0620	Draft or write statements of work (SOW)	17
A0050	Consolidate inputs for regulations	16
J0611	Coordinate with personnel from other MAJCOMs on modifications	16
A0085	Draft or write USAF, MAJCOM, or Numbered Air Force regulations, manuals, or instructions	15
J0644	Review ECPs	15
J0634	Participate in configuration control board (CCB)	15

TABLE X

TRAINING FUNCTION
(GP0167)

GROUP SIZE: 15
PERCENT OF SAMPLE: 1%
PREDOMINANT GRADE: O-3
PRIOR ENLISTMENT SERVICE: 33%

AVERAGE TIUF: 95 MONTHS
AVERAGE ACT: 113 MONTHS
AVERAGE TAFMS: 150 MONTHS

THE FOLLOWING TASKS ARE IN DESCENDING ORDER OF PERCENT MEMBERS PERFORMING

TASKS		PERCENT MEMBERS PERFORMING (N=15)
A0046	Conduct informal briefings	87
A0045	Conduct formal briefings	87
M0731	Develop formal classroom training programs or courses of instruction	80
M0708	Administer or score tests	67
M0710	Apply instructional system development (ISD) process in developing or revising training programs	67
M0750	Evaluate student critiques	67
M0729	Develop course control documents, such as course training standards (CTS) or syllabi	67
M0709	Analyze results of personnel testing	67
M0728	Design training courses	60
M0727	Critique tests	53
M0756	Maintain training records, charts, or graphs	53
M0771	Validate training requirements	53
M0726	Counsel trainees on training progress	47
M0738	Establish formal classroom training requirements	47
M0721	Conduct training for foreign personnel	47
A0068	Draft or write letters of appreciation	47
A0062	Document counseling sessions	47
M0722	Conduct training in formal resident training courses	40
M0758	Participate in faculty boards	40
M0723	Conduct training of AFRES or ANG personnel	40
M0735	Draft or write changes to technical training courses	40
P0876	Compile briefing data	40
P0878	Draft or write background papers, point papers, or talking papers	33
M0737	Draft or write student training reports using AF Forms 475 (Education/Training Report)	33
M0716	Attend ancillary training, such as chemical warfare, fire extinguisher, or communications security (COMSEC)	33
M0742	Evaluate instructors	33
M0741	Evaluate formal training	33