



EXECUTIVE DIRECTOR, AIR CARGO DIVISION

OCCUPATIONAL SERIES: 1801

FIELD/HQ: HQ

PAY BAND: TSES 02

PILLAR: Operations Support

JOB OVERVIEW

Serves as a senior executive-level management official responsible for mitigating terrorism risks associated with air cargo operations for domestic and international air carriers by overseeing program operations, formulating air cargo-related security policy, and actively engaging with air cargo transportation sector partners to implement policies and programs.

JOB RESPONSIBILITIES

- Promotes consistent information sharing regarding air cargo security policies and programs and establishes mutual accountability by collaborating with air cargo partners and operators, industry stakeholders, and DHS and TSA's organizational components.
- Serves as the principal interface with the air cargo industry and community, DHS components, and government partners for air cargo security.
- Advises on all matters related to the air cargo industry and briefs Congressional members and staff on air cargo security policy.
- Serves as the principal advisor to the Assistant Administrator of Policy, Plans and Engagement (PPE) on matters related to the air cargo industry and keeps the Assistant Administrator apprised of overall operations, status, and anticipated challenges.
- Evaluates the effectiveness of policy, programs, and operations and adjusts, as needed, to meet emerging priorities.
- Implements policies and programs to strengthen air cargo security capabilities to include expanding and executing TSA cargo screening and vetting authorities.
- Drives air cargo risk reduction by establishing organizational performance metrics to assess security improvement and using risk-based methodology to develop domestic and international air cargo transportation policies and regulations.
- Advises the Aviation Security Advisory Committee on matters related to air cargo security policy and programs.

JOB SKILLS

- Develops and implements air cargo security policies or programs with national, industry-wide, or large-scale implications.
- Maintains awareness of the most current proposed and enacted legislation impacting the area of cargo security.

PROFESSIONAL TECHNICAL QUALIFICATIONS (PTQ)

The application process used to recruit for the position is RESUME-BASED.
Each PTQ AND ECQ must be CLEARLY ADDRESSED in your resume.



- Knowledge of air cargo security standards, procedures and regulations sufficient to manage a program of national and international scope.
- Experience developing and/or implementing policies or programs with national or industry-wide implications or with other large-scale applications.
- Knowledge of the relationships between Department of Homeland Security components and programs and private sector organizations and/or other governmental departments, bureaus, or equivalent organizations in monitoring, networking with, and managing air cargo security.

EXECUTIVE CORE QUALIFICATIONS(ECQ)



- **ECQ 1: Leading Change.** This core qualification involves the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Inherent to this ECQ is the ability to establish an organizational vision and to implement it in a continuously changing environment.
- **ECQ 2: Leading People.** This core qualification involves the ability to lead people toward meeting the organization's vision, mission, and goals. Inherent to this ECQ is the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.
- **ECQ 3: Results Driven.** This core qualification involves the ability to meet organizational goals and customer expectations. Inherent to this ECQ is the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.
- **ECQ 4: Business Acumen.** This core qualification involves the ability to manage human, financial, and information resources strategically.
- **ECQ 5: Building Coalitions.** This core qualification involves the ability to build coalitions internally and with other Federal agencies, state and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.