

## Program Coordinator

**Job Title:** Program Coordinator  
**Work Location:** Washington DC, FL, NC, GA and VA  
**Position Classification:** Full Time  
**Security Clearance:** Active TOP SECRET clearance w/ SCI Eligibility

### Overview

Trident Technologies and Consulting - Global, LLC (d.b.a. T2C-Global) is a SBA Certified Woman Owned Small Business (WOSB) and Certified Woman Owned Florida Business Enterprise specializing in providing innovative global defense services and solutions. T2C-Global is currently seeking motivated and talented individuals who can offer the knowledge, skills, and experience to our Tampa, FL based customer. **This is a pre-award effort, and the position is contingent upon contract award.**

### Responsibilities

The Program Coordinator shall maintain accurate contact information throughout the periods of performance and will notify the COR of any changes within 3 days of the occurrence.

### Qualifications

Required

- **Current DoD active TOP SECRET clearance w/ SCI Eligibility**
- Five or more years of managerial experience within the DoD or equivalent Government agencies.
- Two or more years of USSOCOM or JSOTF intelligence experience at the Operational Level of Warfare.
- Project Management Professional (PMP) or Program Management Professional (PgMP) is required.

Desired:

- Bachelor's degree in subject matter area, or closely related discipline
- Five (5) or more years USSOCOM or JSOTF experience in special operations intelligence disciplines.
- Defense Acquisition University DAWIA or Back-2-Basics Program Management Certifications.

### Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to reach with hands and arms. The employee is frequently required to sit, stand, and walk. The employee may be required to move ten pounds and could occasionally lift or move up to twenty-five pounds.

**Disclaimer:** The listed duties are not intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional position specific duties.

### Special Conditions

- If offered employment, you will be required to submit to a background investigation.
- Employees performing sensitive requirements must be able to pass a drug test as a condition of employment and submit to random drug testing throughout the contract performance period as per FAR 252.223-7004, Drug Free Workforce. If your position requires drug testing to successfully meet contractual obligations, this will be a condition of employment.

### Equal Opportunity Employment Statement

T2C-Global is a Veteran friendly employer and provides equal employment opportunity (EEO) to all employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability status, genetic information, marital status, ancestry, protected veteran status, or any other characteristic protected by applicable federal, state, and local laws. Equal Opportunity for VEVRAA Protected



Veterans. T2C-Global will not discriminate against employees and job applicants who inquire about, discuss, or disclose compensation information.

**T2C-Global Point of Contact**

If interested in applying for the above listed position, please contact us at; [recruit@t2cglobal.com](mailto:recruit@t2cglobal.com)