



Senior Program Analyst

Job Title: Senior Program Analyst
Work Location: Alexandria, VA
Position Classification: Full Time
Security Clearance: Active SECRET clearance

Overview

Trident Technologies and Consulting - Global, LLC (d.b.a. T2C-Global) is currently seeking motivated and talented individuals who can offer the knowledge, skills, and experience to support the United States Navy, NAVSEA HQ in administrating Naval Expeditionary Programs (EXM) Professional Support Services program.

Responsibilities

The candidate will support the development of DoD Contracts and Acquisition Documentation for ACAT II - IV DoD Programs as well as Abbreviated Acquisition Programs (AAPs), OTAs / MTAs and other acquisition and contracting efforts. The candidate will assist the government in developing and executing acquisition and contracting strategies to include but not limited to: Acquisition Strategies, Procurement Strategies, Test and Evaluation Master Plans (TEMP), System Engineering Master Plans (SEMP), as well as prepare statements of work, CLIN Structures, and CDRL forms, and may be required to conduct market research, etc. The candidate will assist acquisition and contracting professionals to ensure acquisition programs are executed in compliance with DoD and NAVSEA policies and procedures. The candidate will be required to work in a collaborative team environment and be comfortable working matrixed personnel as well as both military, civilian, and other contracted personnel.

Required Qualifications

- **Active SECRET clearance**
- U.S. citizenship
- Bachelor's degree (Business preferred) – OR – The Degree requirement can be waived if a candidate possesses an additional 5 years of experience as stipulated below.
- 5 years of experience relevant experience in DoD Acquisition Programs with knowledge of the FAR, DFAR, DoD 5000 requirements, DoD contracting processes, and DoD Earned Value Management (EVM) guidelines.
- 2+ years of Program/Project Management experience / 2+ years of DoD Program Office experience
- Experience supporting the planning, monitoring, and execution of contracts under various ACAT designations.
- Working knowledge of Gov't contract types (i.e. FFP, CPFF, CPIF, IDIQ, BPAs, etc.) and acquisition strategies (i.e. Full & Open, Small Business Set Aside etc.).
- Experience drafting program acquisition and contracts documentation, to include, but not limited to, J&As, ASs, APs, SOWs, MOPAS, IGCEs, and CDRLs.
- Experience coordinating with warfare center technical teams.
- Experience working on a team supporting acquisition and contracting professionals, as well as technical SMEs.
- Expertise in managing cost, schedule, performance, and risk on DoD ACAT programs.
- Experience reporting through various DoD or DoN contracting reporting tools such as: WAWF, SPS, COR TOOL, CPAR System.
- Experience developing CLIN structures, converting technical requirements into executable and logical frameworks and statements of work.
- Knowledge of the DoD PPBE processes.
- Ability to manage and adapt to often complex and changing program priorities.
- Possession of excellent customer responsiveness, adaptability, and flexibility skills

Desired Qualifications



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- Master’s degree (MBA, M.S., M.A. etc)
- Experience with Foreign Military Sales (FMS)
- Operationally relevant Navy or Joint Warfighter experience
- CAPM Certification or DAIWA equivalent
- Demonstrated excellence in written and verbal communication skills
- Proficient in Microsoft Office Suite

Supplemental Information

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 an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

T2C-Global POINT OF CONTACT

If interested in applying for the above listed position, please contact us at; recruiter@t2cglobal.com