



Trident Technologies and
Consulting – Global, LLC

Logistics Support Specialist **“Contingent Upon Award”**

Job Title: Logistics Support Specialist
Work Location: San Antonio, TX
Position Classification: Full Time
Background Investigation: National Agency Check with Local Agency and Credit Checks (NACLC), Ability to obtain a SECRET DOD Security Clearance

www.t2cglobal.com

Overview

Trident Technologies and Consulting - Global, LLC (T2C-Global) is a Woman Owned Small Business (WOSB) and Certified Woman Owned Florida Business Enterprise specializing in providing innovative global defense services and solutions.

Responsibilities

The Logistics Support Specialists work closely with other logistical personnel, both military and government civilians, at the work location, and with administrative and managerial personnel at CENSECFOR Headquarters. The Logistics Support Specialist will typically perform the following duties:

- Track and oversee the supply order process from initiation through delivery. Ensure there are no gaps in the process that could prevent prompt payment to vendors.
- Maintain supply requisition files. Ensure Supply procurement cycles occur smoothly and that all action is taken by data transmission, telephone, or other available means.
- Manage MILSTRIP ordering which involves issuing all MILSTRIP gear to work centers. Maintain a MILSTRIP log for tracking outstanding and completed orders. Ensure temporary receipts (DD Form 1348) are used when originals are not available.
- Manage the Navy property system program, Defense Property and Accounting System (DPAS), which involves maintaining records of accountability for minor and plant property and provides information for resolution of discrepancies. This involves the continuous improvement and streamlining of the system to create an accurate reporting process for minor and plant property. Assist in overseeing the utilization and/or proper disposal of property.
- Track and oversee the Defense Reutilization and Marketing Office (DRMO) process at the activity which involves submission of documentation for equipment/property turn-in, scheduling DRMO runs, maintaining tracking system of all turned-in equipment/property and updating inventories to reflect the loss of the equipment/property.
- Assist with annual property inventories, act on problems encountered, and seek immediate corrective action for problems.
- Prepare requisitions for stock acquisition as requested and track usage data in order to replenish stock so as to maintain prescribed levels and avoid waste and misuse of supplies where possible. Ensure procurement and stock inventory procedures comply with applicable regulations.



- Coordinate Hazardous Materials (HAZMAT) compliance in accordance with respective base procurement policy, Authorized Use List (AUL) maintenance, and Hazardous Waste Minimization (HAZMIN).
- Provide certifications to CENSECFOR Headquarters (N8).
- Process orders through Defense Logistics Agency (DLA) for document services and printing. Submit trouble calls and maintenance information for DLA copier service contracts.
- Other logistical tasks may be assigned based on emergent requirements or based on unique requirements of the NTTC Lackland.

Qualifications

Required:

- **Must possess a favorable adjudication of a National Agency Check with Local Agency and Credit Checks (NACLC) Background Investigation, Ability to obtain a Favorable Tier 3 Background Investigation (SECRET DOD Security Clearance).**
- A High School diploma or GED
- A minimum of four (4) years logistical experience, with at least two (2) years in a Navy or Marine Corps environment
- Possess a valid driver's license

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 must be capable of performing all training evolutions to include all tactical and dynamic maneuvers per the testing plan; including the ability to effectively complete weapons qualifications in the standing, kneeling and prone positions; ascend or descend ladders and go through narrow passageways; be free of any abnormal fear of heights and be able to acclimate to extreme local environmental conditions (e.g., high heat, humidity). These conditions and standards must be met at time of employment, and that these fitness standards are to be sustained throughout the life of the contract. The employee may be required to move ten pounds and could occasionally lift or move up to thirty-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.



Trident Technologies and
Consulting – Global, LLC

- 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