



Trident Technologies and
Consulting – Global, LLC

Logistics and Facilities Manager **“Contingent Upon Award”**

Job Title: Logistics and Facilities Manager
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 and Facilities Manager must understand the requirements of applicable organizations within the Air Force (AF) Air Base Wing Civil Engineering Corps as they pertain to operations within an Environmental Management System (EMS) framework. The Logistics and Facilities Manager must assist in the supervision of the environmental quality program compliance and budgeting process outline in the three key pillars of environmental management (compliance, conservation, and pollution prevention). Logistics and Facility manger must also have a complete understanding of the AF Base Comprehensive Asset Management Plan (BCAMP) system. BCAMP integrates all the primary elements of traditional physical planning, current land use, vicinity land use, existing base layout and facilities, existing transportation systems, and each of the corresponding plans into one document utilized for the strategic basing process for NTTC Lackland. The Logistics and Facilities Manager will typically perform the following duties:

- Monitor and act as the primary staff expert for the functions of maintenance, maintenance management, and logistical support.
- Manage equipment and facility maintenance schedules, facility management, and day to day operations of the logistics in support of NTTC Lackland.
- Provide inputs in support of the management and accounting for the command's Operating Budget, to include ordering standard stock material and open purchasing non-standard stock items; submitting requisition follow-ups and cancellations; submitting monthly, semi-annual and annual reports.
- Review and analyze mission objectives to determine appropriate support required, coordinating with internal or external units, subordinate units, and external entities to ensure adequate provision of facility support, supplies, equipment, and services to meet specific support needs, and evaluate proposed plans for impact and support feasibility.
- Analyze plans to determine specific and implied tasks and coordinates support. Evaluates the support for facilities and materials provided during exercises or other related activities, identifies deficiencies in support planning and performance, makes



recommendations for resolution, and coordinates the activities necessary to better achieve the goals for the mission support.

- Work with CENSECFOR Headquarters (N8), to prepare open purchase requisitions, request for quotes, and best value determinations, as appropriate.
- Provide facility financial programming and budgeting process support for NTTC Lackland.
- Establish logistics support procedures for NTTC Lackland, to include receipt, inventory maintenance, issue and accountability of Resource Requirement List (RRL) consumables, gear and equipment, contract services and deployment of GSA fleet vehicles.
- Maintain accountability and accurate inventory of RRL equipment and gear. Issue appropriate RRL items to students, as required, ensuring that they acknowledge responsibility and receipt of and sign for items when received.
- Develop and maintain historical records and files for turnover upon relief, to include overall final report, a documented process for future use and lessons-learned as observed and received from all participants.
- Attend meetings relative to these duties as required or requested by Commanding Officer (CO) of NTTC Lackland.
- Provide staff support for facilities projects, maintenance and warranty administration.
- Coordinate facilities related projects and transportation requirements supporting NTTC Lackland training mission with Naval Facilities Engineering Command (NAVFAC) and prospective vendors to include:
 - Manage and coordinate facility trouble calls and repairs. Coordinate maintenance and self-help projects.
 - Communicate to and coordinate transportation requirements and services with CENSECFOR Headquarters (N4) and regional providers.
 - Coordinate telephone service support between Base Communications Office (BCO), CENSECFOR Headquarters (N8), and regional providers.

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).**
- Bachelor's degree from an accredited institution and a minimum of two (2) years' experience in logistics and/or facilities management; or a minimum of six (6) years' experience in logistics or facilities management, preferably in a Navy or Marine Corps environment
- At least two (2) years' experience in a supervisory role in logistics and/or facilities management
- Possess a valid state driver's license
- Excellent communication skills, both orally and in writing
- Possess the analytic capability to identify and research the various directives, regulations, and policies, in order to determine solutions to problems, issues, and concerns

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.
- 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