

JULY 2018

Job Position: **PMS 501 Schedule Analyst/Test & Evaluation (T&E) Planner**Location: **USA-FL; Mayport Naval Station, Full-Time, Travel 10% of the time, Secret Clearance Level Required****The Schedule Analyst / Test & Evaluation Planner will:**

Support PMS 501M (Test and Evaluation) from Mayport Waterfront. Solve T&E issues and concerns in coordination with other waterfront personnel (Test Directors, Project Officers, Project Engineers, Post Delivery HM&E and Combat Systems Engineers, Post Delivery Test and Trials Manager, etc.) Facilitate planning and execution of Post Delivery Test and Trials events. Assist in development and planning for upcoming testing events. Develop status reports, documentation, and briefings for the LCS program. Serve as a liaison between PMS 501M and PMS 505, PMS 420, LCSRON, Ship's Force, COTF, SWRMC, etc. Aid in ensuring ship readiness for upcoming Post Delivery Test and Trials events. Coordinate with Production and Technical Teams to ensure their testing needs are incorporated into the schedule. Interact with hull managers and port engineers to ensure that equipment for upcoming testing is scheduled in order to support events.

- Maintain ship schedules, casualty reports, material condition and readiness status in order to keep the Program Manager and Washington, DC based staff apprised of any impacts to mission or test events
- Develop, implement, and maintain plans and tracking mechanisms that map programmatic requirements to planned test events.
- Analyze schedules and other factors influencing ship operations and support requirements with little to no supervision. Coordinate with program office to determine requirements and establish priorities.
- Identify well-crafted Courses of Actions (COAs) and brief them to senior leadership. Apply rationale decision making in the face of changing circumstances and apply flexibility in order to achieve mission requirements.
- Investigate, identify and engage in the appropriate meetings to obtain situational awareness of ongoing test events affecting LCS ships in Mayport. This will include participation in the following routine mtgs:
 - PEO LCS T&E OSB (WNY - weekly)
 - PEO LCS T&E Steering Group (WNY - weekly)
 - LCS T&E Leads Meeting (WNY - weekly)
 - PMS 420 T&E Integration Meeting (WNY - weekly)

- PMS 501 Post Delivery PSA Planner Meetings (WNY - weekly)
- LCS FRE(v) meetings conducted by LCSRON 2 for odd hull ships (weekly telcon)
- Waterfront Planner Meeting (weekly telcon)
- TYCOM Scheduler Meetings (weekly telcon)
- Schedule and host meetings as directed by the PAPM in order to facilitate collaboration.
- Investigate, identify and engage with the appropriate personnel/organizations to coordinate test events for LCS ships in Mayport. This will include the following organizations:
 - Ship Systems PARMs for ship equipment
 - NAVSEA Labs
 - NAVAIR for Dynamic Interface of Aircraft
 - SPAWAR for C4I systems
 - Industry and Shipyards when ships are in commercial yards
- Represent and provide support to PMS 501M for Technical Exchange Meetings (TEM), Maintenance and Modernization Availability Duration Working Groups (MMADWG), Fleet Introduction and Sustainment Panel (FISP) meetings, and Surface Master Plan (SMP) conferences.
- Track and maintain situational awareness of all test events and shipboard system upgrades, modifications and availability so as to identify potential conflicts that prevents achieving test objectives.
- Able to collect accurate, timely and current information, discuss and resolve conflicting issues and identify technical challenges associated with executing the planned or proposed ship's schedule and relay them expeditiously and accurately to PMS 501M.
- Coordinate with Fleet and other stakeholders to develop and promulgate a single integrated plan to support all test events.
- Track and manage T&E related actions for PMS 501M PAPM as identified by PEO LCS T&E and the T&E team.
- Attend applicable Test Events on behalf of PMS 501 as identified by the PAPM.

**Basic
Qualifications:**

- Bachelor's degree and 5 years of relevant fleet operational and test & evaluation experience
- Active DoD Secret Security Clearance
- Ability to prioritize multiple simultaneous tasks and effectively schedule required deliverables, meetings and follow-up actions
- Expert Proficiency with Microsoft Word, PowerPoint, Excel

Preferred Qualifications:

- Previous Fleet or Navy Regional Maintenance Center experience in the Mayport area
- Basic understanding of naval operational scheduling, integrated logistics support.
- NAVSEA Program Office exposure
- Navy Surface Warfare Officer Qualifications

Benefits/Other:

- Benefits available (401K, medical and dental coverage)
- Salary negotiable
- Must be a US Citizen

Please send resumes to jobs@mscorp.net,
EOE/M/F/D/V