



## Acquisition Analyst Mid

### E3R Opportunity, San Diego, CA; Acquisition Analyst Mid:

#### Job Description:

E3R is seeking candidates to fill an Acquisition Analyst Mid. LBUCS APM Support. This position will lead acquisition efforts (draft acquisition documents, track data calls, draft risks and issues, etc.)

#### Functional Description:

- Prepare deliverables such as reports, briefings, and product visuals for assigned projects and programs.
- Monitor and report performance against plans to ensure that cost, performance, and schedule objectives are met.
- Analyze project and program-related problems and propose innovative solutions to address them.
- Develop project and program plans that support cost, schedule, and performance.
- Experience executing acquisition requirements (DoD 5000 series, applicable OMB circulars, Defense Acquisition Guide, DoD Guide to Planning and Scheduling, etc.) as demonstrated via application of each in the acquisition life cycle for ACAT and Non-ACAT programs and projects.
- Experience executing scheduling requirements (Integrated Master Schedule, Work Breakdown Structure, etc.) as demonstrated by developing and managing integrated schedules and scheduling products, and ensuring actual events are incorporated into the scheduling process.
- Experience with risk management as demonstrated by identifying risk drivers, dependencies, root causes, and developing risk mitigation / consequence management strategies throughout the program lifecycle.
- Experience developing acquisition documents such as the Initial Capabilities Document, Capability Development Document, Capability Production Document, Acquisition Strategy, Acquisition Program Baseline, Program Management Plan, Acquisition Decision Memorandum, Affordability Estimate, Analysis of Alternatives, Cost Analysis and Requirements Description, and Integrated Master Schedule.
- Specialized acquisition support experience with a Navy acquisition program or related/comparable acquisition support experience with Department of Defense (DoD) agencies.

**Certification:** DAWIA Level III in Program Management or equivalent (e.g. PMP)

#### Desired Knowledge, Skills, Abilities:

- Excellent oral and written skills.
- Excellent critical thinking skills.
- Proficient in Microsoft applications such as Word, Excel, PowerPoint, and Outlook.
- Ability to work independently and as a team member.
- Ability to learn and apply contracts management concepts to assigned duties.
- Working knowledge of the federal contracting process.
- Need to have ten (10) years relevant experience

**Security Clearance Requirement:** Top Secret with SCI eligibility

*E3R is committed to providing equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, age, physical or mental disability, national origin, citizenship, military or veteran status, sexual orientation, gender identity and/or expression, genetic information, or other status protected by federal, state or local law.*



**Education Requirement:** Bachelor Degree + 3 Years of Experience; or Associates Degree with 7 Years of Experience; or no degree with 9 Years of Experience

**Place of Performance:** San Diego PMW 770 Customer Site

**Salary Range:** \$75,000 - \$97,000

**Benefits:** E3R has a comprehensive benefits plan which includes HMO/PPO Medical Plan Options, Employer Sponsored Health Reimbursement Arrangement, 401(k), Dental and Vision Plans, company paid Life Insurance, Voluntary Life and AD&D, Pet Insurance, Employee Assistance Program as well as Paid Time Off, Sick Leave and Paid Holidays.

**Company Description:**

Exceptional Employees for Exceptional Results (E3R) was founded June 6th, 2011 as a Service Disabled Veteran Owned Small Business. Our company name reflects our business model. Corporate management and infrastructure do not provide direct support to our clients. Our employees do. If we attract and retain the best employees in our industry, we will be successful. If we fail to provide a quality workforce, nothing else matters. We achieve our purpose and our business success through hiring and retaining the very best employees in our industry.

**How to apply:** Interested candidates who meet the qualifications above should apply via the following link: <https://www.ondemandassessment.com/link/index/JB-SG6KWCL2T?u=1137965>

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