



Configuration Manager

HOT

Job ID	EC-NA1933CM	Job type	Full-time Regular
Work country	USA	Position type	Professional
Work city	Albuquerque, NM	Posted	20-June 2018
Travel	Occasional	Job area	Consulting & Services
Business group	DOE NNSA Support Services	Job category	Configuration
Business unit	ABQ	Job role	Configuration Management
		Job role skillset	Government Sector

Job description

Under general direction and federal oversight assists the Department of Energy (DOE), National Nuclear Security Administration (NNSA), W80-4 Life Extension Program (LEP) (NA-191.3) federal program director and the deputy director with Configuration Management support for a multifaceted LEP program typically consisting of a set of closely related subprograms or associated activities. The work performed is technical and extensive in scope and requires an experienced individual with demonstrated experience supporting configuration management tasks; and provides day-to-day program support service as appropriate to the area of expertise; is a self-starter with the ability to work in a highly dynamic environment, and interface with broad range of federal and military senior staff and leadership. This is a full-time contractor-support position located on-site at the NNSA offices in Albuquerque, NM. All candidates must be able and willing to travel based on assigned project demand. Travel requirements may vary.

Requirements

- Minimum of 7+ years related Configuration Management/Systems Engineering experience preferably in a Government, DOE or Military environment, including working in a classified environment and controlling and managing classified matter.
- Engineering, Science, Technical, Program/Project Business undergraduate degree or related field required, however relevant combination of education and experience will also be considered.
- Proficiency in the Microsoft Office suite with particular emphasis on database, word processing, presentation, and spreadsheet applications (MS Access, MS Word, MS PowerPoint and MS Excel) required and proficiency may be tested
- Staff experience in military, government or corporate enterprise required
- DOE Q or DOD TS Security clearance – ACTIVE REQUIRED

Preferred

- NNSA/DoD weapons program experience desired; Interagency experience desired
- Advanced Degree - PhD not required, nor necessarily desired (prefer technical educational breadth over depth)
- Air Staff, OSD, Joint Staff, COCOM, NWC, National Lab participation and/or DoD, interaction desired
- Familiarity with Phase 6.X Process or similar Project Life Cycle phases desired.

Experience/Qualifications

- Experience maintaining, monitoring and reporting CM baselines and version control.
- Experience maintaining and updating Configuration Management Plans (CMP) and all processes pertaining to CM.
- Experience performing support duties for each of the control boards and other working groups to include agenda and minute preparation, coordination with board member, writing appropriate board directives, and tracking action item status.
- Expert knowledge of databases, SharePoint and experience maintaining technical libraries and administrator role.
- Experience coordinating CM issues with internal/external/source system Configuration Control Boards (CCB) and Configuration Management Boards (CMB).
- Experience coordinating and maintaining Memorandums of Agreement/Memorandums of Understanding.
- Experience providing system administrator functions.
- Experience with requirements management and CM tools such as MPM and/or Clear Case desired.
- Possess proven Leadership and Team building skills with an ability to gain cooperation from a diverse group of people.
- Have the ability to plan and organize work to enable realistic deadlines to be set & achieved.
- Possess a high level of written and verbal communication and presentation skills that result in effective and appropriate communication with a broad range of people.
- Be strongly client focused with customer relationship management experience.



Skills/Summary of Responsibilities

- Individual shall be highly knowledgeable of development techniques, change control processes, configuration audits and Government regulations, manuals, technical orders, standards, and industry publications related to configuration/data management required to perform the task.
- Individual experience shall include developing and maintaining configuration management plans, and scheduling and documenting all configuration management reviews.
- Individual shall be capable of monitoring the configuration control process and ensuring that procedures comply with the W80-4 LEP organizational specifications.
- Individual shall provide oversight to the Management & Operation (M&O) contractor staff in their implementation of the W80-4 LEP Configuration Management plan.
- Individual shall identify and coordinate processes for version management, system build, backup and recovery, archiving, and change management.
- Individual shall support and facilitate auditing and reporting.

Additional information

To be an official applicant to ESPHERA CONCEPTS, you must submit a resume and online application. Resumes submitted remain active for six months.

Candidates for positions that require a Security Clearance as noted in the requirements section of the opportunity posting will be subject to pre-employment eligibility screening to include background checks and drug screening.

Contact ESPHERA CONCEPTS opportunities link for career insights, news and latest job opportunities. To all recruitment agencies: ESPHERA CONCEPTS only accepts resumes from agencies on our Approved Agency List. Please do not forward resumes to our applicant tracking system, ESPHERA CONCEPTS employees, or send to any ESPHERA CONCEPTS company location. ESPHERA CONCEPTS is not responsible for any fees related to unsolicited resumes.

ESPHERA CONCEPTS is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. ESPHERA CONCEPTS is also committed to compliance with all fair employment practices regarding citizenship and immigration status.