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**SMART**

D&S Consultants, Inc. (DSCI), an employee-owned company, has immediate openings out of its Corporate Offices in Eatontown, New Jersey:

**Job Req #: 071011440IO**

**Job Category: Associate Project Manager (Contingent Upon Contract Award)**

**Ability to Obtain Security Clearance: YES**

**Currently Possess Security Clearance: YES**

**US Citizen: YES**

**Location: Iraq**

**Relocation Available: No**

**% Travel: 100%**

**Division: Information Operations**

**Associate Project Manager:** Candidate will be responsible for managing, directing and supervising Project personnel to include reporting directly to the Program Manager, serving as a technical and administrative advisor to the Program Manager and acting as the liaison between the Program Manager, Government Task Leader and Government Customer. Candidate will coordinate and prepare weekly and monthly task status reports for submission to Corporate and Government personnel; prepare and maintain briefing packages and slides for program reviews and progress status reporting; prepare budget and assure all efforts are within budget constraints; control, monitor and allocate funds for labor, services and materials; provide ROMs, BOMs and LOMs; Cost Estimates and Task Execution Plans; interface with customers, US Government, US Military, contractors, subcontractors, local nationals, contracting agencies and Corporate personnel on technical and administrative matters; interface with vendors on customer requirements and discussing new developments on problems; assist in planning, coordination of direct and support requirements, including materials of complex engineering installations of new systems and implementing modifications to existing systems. Candidate will also perform duties as required and deemed mission-critical by the Program Manager.

**Education/Experience Requirements:** Candidate must possess a Bachelors degree in the area of specialty and/or 4-6 years experience in managing. Candidate should be familiar with government and military rank structure. Candidate must be familiar with DELTEK, Federal Acquisition Regulation (FAR), and Defense Federal Acquisition Regulation (DFAR). Candidate must have knowledge of all Microsoft Office products.

**Unique Requirements:** Candidate must meet eligibility for a SECRET security clearance and access to classified information. Candidate must be willing to travel extensively,

sometimes to hazardous duty areas in South West Asia (SWA), customer locations, project sites and proposed operational locations worldwide.

