

POSITION DESCRIPTION

APPLY TO: John Kennedy, jkennedy@hmrtech.com or Barb Senzig, bsenzig@hmrtech.com

POSITION TITLE: Program Manager Sr (T&E)

LOCATION: Wright Patterson Air Force Base, OH.

POSITION STATUS: Full-Time, Exempt, Salaried

CLEARANCE: Current SECRET

ESSENTIAL AREA OF RESPONSIBILITY:

- This position provides Program Management support for the F-15 Division as a Test and Evaluation Manager.
- Utilize knowledge of T&E processes to assist in the designing, planning, execution, analysis and reporting phases of T&E programs to assess the performance of aeronautical systems, subsystems, and equipment, as they progress through the various acquisition phases and milestones.
- Review/develop/update applicable program documentation for T&E management relevant requirements across the full spectrum of actions required to award contracts and accomplish test program execution, to include, but not be limited to, tasks related to: pre-award documentation, evaluation criteria development, contractor proposals evaluation, post-award documentation actions, TEMPs, and Certification to Dedicated Operational Testing documentation
- Support Integrated Test Team activities as needed, including interaction with higher-level test organizations, e.g., OSD Directorate of Operational Test & Evaluation.
- Perform material solution analyses leading up to design reviews. Produce or support the development of draft documentation and presentation materials as requested or necessitated by programmatic constraints based on cost, schedule, and performance.
- Conduct analyses for temporary aircraft modifications activities including reviewing engineering modification packages, developing modification strategies and schedules, and processing end of modification documentation and certifications. Familiar with the temporary aircraft modification provisions in AFI 63-131, Modification Management.
- Review, analyze, and resolve equipment interface problems. Assist in the determination and definition of aircraft configuration requirements. Review, analyze and identify potential updates to TOs and TCTOs, drawings, Engineering Change Orders, IPBs and other applicable AT technical data.
- Evaluate the levels of effort, resources, and integration required to develop executable T&E programs and execute the T&E plan. Assist in scheduling and securing required test resources in support of project/program office objectives. Support major program reviews, inspections, and conferences, test plan working group meetings, executive independent reviews, program evaluations, integrated test teams, test readiness reviews, other test-

related program events as well as major milestone events. Support the coordination of Acceptance Test Procedures for the delivered items and associated plans as well as testing requirements with program office customers, contractors, and other agencies with standardization requirements for test programs.

- Provide data collection support. Evaluate the data sufficiency; assess data collection methodology, instrumentation, and procedures, format data to facilitate computer processing and analysis, and perform first and second-generation data reduction. Perform data analysis using modeling and simulation techniques, models, computer simulations or other tools/methods as necessary.
- Recommend and assess test data requirements necessary to meet program test objectives within program cost and schedule constraints. Use the analysis results to recommend changes in testing techniques, procedures, and/or to identify potential areas for further investigation.
- Perform research activities to define minimum test requirements, the definition of task scope and selection of alternatives. Analyze test strategies to interpret, organize, execute, and coordinate assignments for projects concerned with unique or potentially controversial test requirements having a major effect on the programs.
- Recommend any on-site test facility improvement to government officials. Provide potential solutions for any program test problems, issues or concerns. Determine the capability and availability of major DoD and civilian test resources and facilities to include planning and organizing the flight and ground testing of an aircraft, subsystems or components involving weapon system contractors, other USAF or Allied test organizations, and DoD agencies.
- Prepare, maintain, update, and review the full range of test plans and test-related (T&E strategies, requirements, and objectives) documentation for adequacy, specification/performance requirement compliance, conformity with mandatory guidance, and provide recommendations as necessary for improvement. Perform and prepare trade-off studies and make recommendations on alternative test strategies and approaches to senior leadership.

QUALIFICATIONS:

- Senior personnel shall possess a Master's degree and a minimum of ten (10) years of work experience in a field relevant to their functional area. A minimum of twelve (12) years of work experience in a field relevant to their functional area may be substituted for a Master's; or a minimum of eight (8) years of relevant work experience plus a Bachelor's degree relevant to their functional area may be substituted for a Master's. A minimum of five (5) years' experience must have been performed on DoD programs/projects.
- Must be able to effectively communicate with customer and fulfill all duties and responsibilities as listed in the contract.
- Must possess the requisite knowledge, skills, abilities, and experience to be able to self-sufficiently perform all duties and tasks in support of the Directorate or Division missions.
- Must obtain and maintain a government security clearance at the required level.

- Must be proficient in the use of Microsoft Office Applications (Outlook, Word, Excel) and other standard (Customer specified) applications.

Preferred Qualifications:

- F-15 Aircrew experience desired

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