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Scheduler

Position ID: 2016 – EM– 618

Position Location: Springfield, VA

Duration of Position: Full-Time

Scheduler

Security Clearance TS/SCI with Polygraph
(TS/SCI Clearance REQUIRED)

Need Date: Immediate

Intelligence Consulting Enterprise Solutions, INC. is looking for a Scheduler.

Description:

Serves as a member of the team that:

- Assists the government with Program Management (Cost, Schedule, Performance, and Communications)
- Monitors and coordinates program resource allocations.
- Supports Government representatives at meetings.

Duties include:

The contractors shall provide support to the Program to ensure a cohesive agency-wide program addresses and resolves Property Plant and Equipment (PP&E) weaknesses identified during first independent audit.

Required Qualifications:

- Experience supporting IC elements/DoD.
- Experience in the area of Federal Information System Control Audit Manual (FISCAM).
- Assist in the development management level briefings and present briefings when necessary.
- Demonstrate problem solving skills that demonstrate a broad understanding of DoD/IC IT portfolio management and cost estimating principles.
- Understanding or previous experience with commercial Total Asset Management (TAM) practices.

An active TS/SCI clearance is a minimum requirement for this position.

Desirable Qualifications or Exceptional Candidate:

- Excellent oral and written communication skills.
- Ability to work independently and as a team member under tight deadlines with changing priorities.
- Detailed work in Intelligence Community (IC).
 - Ensuring cohesive agency-wide program development and execution;
 - Assisting with Policy and Process changes;
 - Conducting performance assessments;



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- Assisting with resource management oversight; and
 - Assisting with budget execution.
- Bachelor's degree in the field of Business, Computer, and/or Finance/Budget.
- Work as part of an integrated Property Accountability, IT systems, and Financial reporting team to include direct interfacing with program offices.