

Terma North America (TNA), the US subsidiary of Denmark based Terma A/S, is searching for a highly qualified **Program Manager** to join our team of exceptionally dedicated professionals in an exciting and rewarding fast paced highly successful company. Leveraging the outstanding Terma reputation and our strong relationship with the US DoD, Homeland Security and large Prime Contractors for more than three decades, Terma has developed a significant presence in the U.S. as provider of mission critical solutions for aerospace, defense and security sectors. We are known as an independent, agile, and fast responding partner for mission customized solutions. For further information, please visit www.terma.com.

Location: Warner Robins, GA

The Challenge:

The Program Manager will manage and direct the daily execution of contract requirements to assure that cost, schedules and performance goals are met - "Lead all meetings and the integrated product team (kick-off through project close)" Provide interface, communication and coordination with internal and external customers on matters pertaining to existing contracts, including bid and proposal activities. Responsibilities are conducted under the guidance of senior level management (Director of Programs).

Job Duties

- Manage and direct the daily execution of contract requirements to assure that cost, schedules and performance goals are met
- Lead all meetings and the integrated product team (kick-off through project close)
- Provide interface, communication and coordination with internal and external customers on matters pertaining to existing contracts, including bid and proposal activities
- Participate as a team member or leader on bid and proposal activities. Ensure that the requirements of the request for proposal are met in the preparation and documentation of bids and proposals
- Actively seek new business opportunities in coordination with Business Development
- Represent management at program reviews, meetings, seminars, etc.
- Prepare for and participate in contract/subcontract negotiations. While representing Company's interests, assure that all government regulatory guidance is adhered to.
- Develop and implement plans and schedules to execute contracts/subcontracts. Allocate and control contract budgets for labor, material, travel and purchased services. Report program status to senior management on a monthly basis.
- Formally identify, assess, monitor and mitigate risk throughout the program life cycle. Obtains management approval prior to making decisions that will cause deterioration of established program, cost and schedule objectives.
- Develop and implement corrective action plans when deviations from budgets and/or schedules are evident. Seek senior management assistance in resolving schedule and budget problems as they arise.
- Perform variance analysis of schedule and cost on a formal and informal basis and present them to senior management (i.e. earned value management system)
- Serve as the primary interface with the customer on all matters involving contract execution. Coordinate with other departments on resolution of contractual problems with the customer.
- Coordinate with Contract Manager on issues pertaining to contract requirements, changes, and interpretations.
- Assure that conduct of contract requirements is executed in accordance with appropriate regulations and Company policies and procedures (i.e.: federal acquisition regulations)

- Assure a timely closeout of completed programs to ensure that all obligations are satisfied and program documentation is properly recorded
- Develop and understand principles of program planning (i.e.: developing a Bill of Materials and Basis of Estimate)
- Support, communicate, reinforce and defend the mission, values and culture of the organization

Qualifications:

Minimum Education and Experience:

- Bachelor of Science degree with 5 years' Program Management experience OR equivalent experience

Required Skills and Experience:

- Extensive knowledge of program management tools and procedures
- Solid leadership and management skills, particularly "influence management" and "conflict resolution"
- Significant experience throughout the program lifecycle from development through sustainment to include: proposal development, requirements decomposition, generation of system and subsystem statements of work and subcontracts, risk management, and continuous improvement efforts including implementation cost reduction and performance improvement efforts
- Experience with earned value cost accounting and reporting; experience with metrics for assessing and reporting program progress, productivity and variance analysis
- Solid understanding of lean and process improvement principles (i.e.: Lean Six Sigma)
- Understand cash flow management principles
- Excellent customer interface skills
- Solid problem solving skills
- Demonstrated success in managing manpower planning, project reviews, scheduling and budget control
- Successful track record in managing complex aerospace/defense programs as a prime or sub-contractor to a domestic or foreign military organization
- Excellent oral and written communication skills to include presentation skills
- Must have a portfolio of programs in which financial objectives (profit, cash flow, revenue, bookings) were achieved
- Ability to travel CONUS and OCONUS
- Ability to obtain and maintain a secret security clearance.

Preferred Education and Skills:

- Master's degree in Engineering or Business, plus 10 years of Leadership experience
- Extensive knowledge of managing multiple contracts to include production, sustainment, repair and return
- Demonstrated experience with turnaround programs in which recovery was successful
- Program Management preferred (i.e. PMP or DAU level 3)
- Significant experience in finance, contracting, export regulations, engineering, logistics, manufacturing and supply chain management
- Knowledge of Government Programs, including International Program collaboration and execution

To Apply: Send resume to Terma North America, Inc. – employment@termana.com



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