

Falcon ExoDynamics

https://www.falconexodynamics.com/?post_type=jobs&p=1638

Mid-Level Project Controls Specialist

Description

The project controls specialist reviews contracts and identifies project control requirements, determines staff assignments, project control systems, and administrative and financial reporting requirements for projects. The mid-level project controls specialist possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. The specialist operates with appreciable latitude in developing methodology and presenting solutions to problems. He/she contributes to deliverables and performance metrics where applicable and is expected to work independently or under some supervision.

Responsibilities

- Helps to establish contract agreements
- Tracks and validates all client financial information
- Establishes and maintains master contract files
- Prepares reports on and monitors status of all deliverables
- Serves as key coordinator for project control data including document configuration management
- Tracks the financial status of contracts
- Prepares and updates task status reports and prepares revenue projections reports
- Develops and employs automated tools and systems to perform project control functions

Qualifications

- Bachelor's degree in engineering or business/financial-related field
- At least 7 years of experience
- Familiarity with contracts and FAR/DFAR
- Can work independently and as part of a team of his/her peers
- Comfortable presenting to diverse audiences including technical and non-technical experts and peers

Preferred Experience

The ideal candidate should have the following experience:

- Directly working in the aerospace industry
- Working knowledge of FAR/DFAR
- Developing cost proposals and working with model contracts

Falcon ExoDynamics believes in the diversity of teams and experiences. We are proud to be an Equal Opportunity/Affirmative Action Employer. We encourage veterans, disabled veterans and disabled individuals to apply for any open position for which they feel they are qualified.

Hiring organization

Falcon ExoDynamics, Inc.

Date posted

July 22, 2021

Employment Type

Part-time

Citizenship / Clearance Requirements

- U.S. Citizenship Required
- Current/Active TS/SCI Preferred

Job Location

Los Angeles, CA, United States