



CAREERS AT KM SYSTEMS GROUP

Position Title: Master Scheduler Consultant

Position Summary: The individual will serve as the Master Scheduler Consultant for Federal Government Capital Investment programs. He/she will be the subject matter expert for all program activities related to scheduling and will provide expertise in the development, implementation, and maintenance of a Program Integrated Master Schedule (IMS). The individual will be responsible for schedule management analysis, metrics, and reporting. He/she will integrate the program schedule system with an Earned Value Management System (EVMS) and other program performance reporting and data systems.

Location: Washington, DC Area

Responsibilities: The individual will be responsible for all program Schedule Management activities, including:

- Creating WBS for schedule preparation and cost analysis
 - Defining and sequencing project activities
 - Estimating task durations
 - Allocating and leveling resources
 - Creating and maintaining global enterprise pools
 - Identifying schedule risks and determining schedule reserve
 - Tracking baselines and performing “what-if” analyses
 - Controlling and maintaining the Program IMS
 - Evaluating schedule health consistent with the DCMA 14-point Assessment
 - Performing critical path assessments and analysis
 - Determining and analyzing schedule variances
 - Developing and presenting corrective action plans
 - Creating, delivering, and presenting appropriate schedule control reports for Program Management, Agency Executives, and OMB.
 - Preparing extracts from MS Project for import into EVMS and reporting tools
- Function as a facilitator at all levels throughout the schedule development process and communicate effectively with key internal and external stakeholders to ensure accurate schedule preparation and updates,
 - Motivate program team members to deliver schedule information on time,
 - Recommend process improvements related to collection, analysis, and dissemination of schedule information,
 - Perform work with minimal supervision, assist in establishing objectives, and be able to plan and schedule activities to accomplish objectives.

Education

- Bachelor's Degree in Business, Economics, Finance, Math, System Engineering, or related discipline
- MS, MBA, or equivalent preferred

Knowledge and Skills:

Required:

Minimum of 8 years of demonstrated experience designing, analyzing, and

implementing integrated master schedules and resource loaded networks for Federal Government organizations.

Demonstrated experience in the following areas:

- Schedule creation and monitoring for complex Federal Government programs (i.e., 5000+ activity network with cross project dependencies) using Microsoft Project
- Creation and modification of Microsoft Project objects (e.g., fields, views, filters, reports, subprojects, baselines, etc.) using macros and Visual Basic
- Development of product-oriented Work Breakdown Structures
- Proficient with Word, Excel, PowerPoint, Access, Visio, and SharePoint
- Development and presentation of training material, technical briefings, and management status reports
- Implementation, configuration, and administration of scheduling software tools

At least 5 years experience at the expert level with any combination of the following software tools:

- Microsoft Project 2003/2007
- Microsoft Project Server 2007
- Deltek Cobra

The ideal candidate must possess the knowledge, skills, and experience to:

- Ensure that schedule development and management complies with Earned Value Management System Criteria of the ANSI/EIA 748 Standard
- Recognize and assess implications of technical issues and risks on overall program status
- Deliver results in complex environments and clearly identify and communicate key information
- Adapt to changing requirements and management directives

DESIRED:

- Certifications: Planning and Scheduling Professional (PSP), PMI-SP (Scheduling Professional), Microsoft Project (Blue/Black), PMP
- Experience with Federal government processes and system development lifecycle for capital planning and deliverables (e.g., OMB Circular A-11, Exhibit 300, and IT Dashboard)
- Working knowledge of other project management software (e.g., @ Risk, Risk +, Steelray Project Analyzer, wInsight, etc.)
- Working knowledge of cost estimation, statistics (e.g., Monte Carlo Simulation, etc.), change management, contractual and financial management
- Knowledge of other scheduling tools such as Primavera, OpenPlan, etc.
- Work experience in the aerospace industry

Salary and Benefits:

KM Systems Group offers very competitive salaries and incentive compensation through performance bonuses and profit sharing. The company also provides a 401(k) match saving plan, medical/dental plans and life insurance.

About KM Systems Group

KM Systems Group provides a friendly and supportive culture that provides opportunities to interface with clients and develop valuable management and technical skills. We provide an environment to support your career objectives and professional growth while maintaining a balance between your professional life and personal life.

KM Systems Group is a premiere strategy and technology consulting firm offering

earned value management and program management expertise to the private and public sector. We have developed a comprehensive toolset of standardized methodologies, industry best practices and process templates that dramatically accelerates client service delivery and, consequently, the speed to value for our clients. We approach each engagement using a common, proven platform for planning, managing and delivering to ensure our clients benefit not only from the deep experience of our team, but the latest project management disciplines and technology tools. Visit us at www.kmsystemsgroup.com.

Contact: careers@kmsystemsgroup.com