



CAREERS AT KM SYSTEMS GROUP

, Position Title: **Mid-level Consultant/ Business Case Evaluation**

Position Summary: This is a mid-level position that will work closely with Senior Consultants to support the Exhibit 300 and Capital Planning Investment Control (CPIC) activities for a major government agency. Successful candidates will have experience in managing Information Technology (IT) Investments, program management, and as a working knowledge of the government budget process. Familiarity with OMB Circulars A-11, A-94, and A-130 is a plus.

Location: Washington, DC area (minimal travel required)

Responsibilities: The individual will support OMB Exhibit 300, OMB IT Dashboard, and CPIC activities at a major government agency. Responsibilities include:

- Assist in the development of OMB Exhibit 300's, Work Breakdown Structure, project schedule, Acquisition Plan, Earned Value Management, Risk Management Plan/Register, Project Plan, Cost Benefit Analysis, and Operational Analysis.
- Advise clients effectively on applying best practices in capital planning in compliance with federal regulations.
- Work with program management to implement industry and Government best practices for program planning, schedule management, earned value management, risk management, portfolio management, baseline management, program performance reporting, OMB IT Dashboard reporting, and OMB Exhibit 300 reporting.
- Review, evaluate, and recommend improvements for Exhibit 300's in accordance with OMB guidance. This includes providing detailed comments for strengthening the E300 and OMB IT Dashboard reporting.
- Review and recommend improvements to FAA AMS policies and processes for CPIC, program performance metrics, and portfolio / program performance reporting.
- Assist in the completion of project deliverables on time at highest level of quality.
- Advise the KMSG team and client on tools and techniques to improve existing business processes
- Engage in regular and sustained client interaction, including formal presentations and informal, routine communication.
- Integrate and analyze disparate financial and programmatic data, formulate findings & recommendations, and develop executive presentations.
- Perform other job-related responsibilities, as assigned.

Education:

Bachelor's Degree in Business, Economics, Finance, or related disciplines required. Masters Degree (or equivalent experience) is a plus.

Knowledge and Skills:

- 7+ years experience in a management or business consulting position involving program performance management.
- Working knowledge of CPIC processes along with hands-on experience developing the artifacts that support those processes.
- Program management or experience managing a software or hardware development, deployment, and support project. It would be desirable to have experience managing a portfolio of program or projects.
- Must be capable of interpreting OMB and Agency directives and instructions and providing guidance and assistance in completing compliance requirements.
- Strong analytic and problem solving skills are required.
- Strong written, verbal and presentation skills are critical as briefings and interactions with senior investment managers will be common.
- Must be familiar with the annual Federal budget process.
- Must be familiar with software packages (Microsoft Excel, Project, Word and PowerPoint). It would be useful to have experience with program management tools, such as schedule management, earned value management, risk management, and cost estimating.
- Ability to work both independently and in a team-oriented, collaborative environment.
- Strong communication and customer relationship skills.
- Ability to effectively prioritize and execute tasks

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