

Integrated Master Scheduler (IMS)

Description

1. Job Title:

Integrated Master Scheduler (IMS)

2. Duties/Minimum Required Qualifications:

Creating, developing, and maintaining the overall Master Program / Integrated Master Schedule (IMS). This will be accomplished by defining and implementing schedule configuration management processes and procedures and having them approved by Mission Command management for implementation across the entire PM. Specific examples include: creating IMS project documentation based off of current and future Mission Command acquisition processes, contractor generated schedules, Mission Command IPT ongoing efforts i.e. T&E, Logistics, Software, Systems Engineering. Master Scheduler will take all input and generate an overall Mission Command IMS that will be tracked at the management level desired by the customer.

Master Scheduler will generate overall Risk Management Plan that will be utilized to integrate risk with schedule. Use program risks in overall IMS for risk mitigation purposes.

Other duties to include: Creating additional project documentation, PowerPoint presentations for senior level management, providing schedule analysis (critical path analysis, DCMA 14-point inspection). Provide input for Program Management Reviews, Baseline review meetings to include performance measurement; Conduct and/or participate in IMS reviews to discuss program changes and risks; and Develop and maintain Integrated Master Schedule from other program schedules.

3. Certification(s) Required: N/A

4. Education Preferred: BA or BS degree or equivalent is required.

5. Preferred Skills: Expertise in Microsoft Office is required, to include Project, Word, PowerPoint and Excel.

CONTACT INFORMATION

Xander Government Solutions

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Hiring organization

XANDER Government Solutions

Employment Type

Full-Time

Beginning of employment

Now Hiring

Job Location

APG, Maryland

Date posted

April 5, 2019