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**Competencies Required:**

- Work successfully in team environments
- Understand and anticipate customer needs
- Ability to communicate both verbally and in writing
- Experience working with the Federal Acquisition Regulation (FAR)
- Identify opportunities for improvement
- Advanced user of Microsoft Office applications

**Qualifications Required:** Specialized experience is defined as experience developing, reviewing, and/or integrating multi-year or multi-phase budgets or experience awarding and administrating federal contracts as well as utilizing Excel (and the Microsoft Office suite software), SAP or other business reporting systems. Additional specialized experience includes working with reimbursable funds or monitoring contractor performance for compliance with applicable laws, delivery schedules, payment provisions, inspections, and contract reporting requirements.

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