

INDUS Job Requisition

Job Requisition Number: 20180213H	
Job Title: Foreign Military Sales (FMS) Case Analyst, Junior	Salary Range: Negotiable, commensurate with experience.
Location: San Diego, CA; Space & Naval Warfare Systems Command (SPAWAR) Old Town Campus	
Relocation Assistance: None	
Employment Type: Full-Time	Security Clearance: SECRET required
Posted Date: 13 February 2018	Closing Date: When Filled
Basic Skill Requirements: (1) Familiarity with all FMS case management phases (i.e., requirements definition, case development, case implementation/execution and case closure), or equivalent. (2) Demonstrated excellent oral and written skills and proficiency with the MS Office Suite (mainly Excel, PowerPoint and Word. Project a plus). (3) Demonstrated experience with program/project management principles, developing and maintaining delivery schedules, and presenting relevant case management information in multiple formats (e.g., MS Office). (4) Familiarity with foreign disclosure, international technology transfer policy and processes, national disclosure policy, ITAR or MTCR.	
Additional Skill Requirements: (1) Ability to obtain a security clearance (2) Ability to work in a team and be team-oriented (3) Ability to be a self-starter and multi-tasker in a fast paced environment. (4) Ability to prioritize multiple tasks with minimal supervision.	
Job Duties: The Foreign Military Sales (FMS) Case Management Analyst supports the Program Executive Office for C4I (PEO C4I) for International Integration (PMW 740) Case Manager by working within an established IPT structure to develop and update FMS case documentation required through all phases of the FMS process, including Pre-Letter of Request (LOR), Case Development, Case Execution, and Case Closure. Documentation shall be prepared in accordance with all applicable FMS policies including but not limited to the Security Assistance Management Manual (SAMM) and other processes including Foreign Disclosure and Releasability.	
Education/Equivalent: BS/BA degree from an accredited college or university preferred.	
Travel Required: Foreign travel estimated between one and four one-week trips OCONUS per year.	
Comments: Apply for position online at https://industechnology.applicantpro.com/jobs/730213.html .	