



Canvass Announcement: CANVASS – 2324-1101-03 FLRAA

Vacancies filled from this canvass announcement will be filled via permanent reassignment.

Open & Close Dates: 15 August 2023 through 29 August 2023

Position Title, PP-Series-Grade: Acquisition Analyst

Multiple positions may be filled using canvass announcement.

Grade/Full Performance Level: NH-1101-03

Duty Location: US Army Acquisition Support Center, Office of the Program Executive Office, Aviation (PEO AVN), Redstone Arsenal, Alabama

Who May Apply: Current, permanent NH-03 (GS-12/13) equivalent Federal employees in the local commuting area.

This canvass is for a permanent reassignment.

NOTE: Due to the level of duties to be performed, only current federal employees currently at the NH-03 (GS-12/13) equivalent will be considered.

Salary Range: \$86,001 - \$132,945 per year

This is a pay banded position. The NH-03 band encompasses grades 12 and 13 under the General Schedule (GS) system.

Work Schedule: Full-time

Appointment Type: Permanent

Start Date: On or around 24 September 2023

Relocation: Relocation (PCS) expenses are not authorized

Travel Requirement: Up to 25% Temporary Duty Travel required.

Experience Required for this Position: Exercising independent judgment in planning, organizing, and directing the contractual aspects of assigned programs within constraints; Preparing and maintaining current acquisition plans, appropriate milestone charts and related schedules; Developing solutions to problems when there are uncertainties involving legislation, authorities, and scope of action; Plan and develop guidance material for technical, program management and acquisition personnel.

Some federal jobs allow you to substitute your education for the required experience in order to qualify. For this position, you must meet the qualification requirement using experience alone--**no substitution of education for experience is permitted.**

Major Duties:

The incumbent serves as the primary representative and advisor to program officials for procurement and contracting and oversees the full range of acquisition planning and contract management functions required to support a project with a mission of development, acquisition, testing, integration, production, and fielding of systems world-wide.

Identifies, within programs/projects assigned, those large-scale subsystems, components, and services to be acquired by contract and plans, develops, and establishes the contractual strategy for the overall acquisition program for the organization.

Prepares and maintains current acquisition strategies, acquisition plans, appropriate milestone charts and related schedules. Assists in development of solicitation packages and conducts reviews of contract specifications and contract changes.

Reviews for appropriate contract type, pricing provisions, selection of source, acquisition method, determinations and findings, documentation, clarity of contract terms and propriety of cited funds.

Monitors contract administration and conducts necessary coordination which may result in incremental funding, preparation of rate and cost adjustments, redirection of effort, coordination of time extensions, incorporation of change orders, issuance of stop work orders, issuance of cure notices or show cause letters, approval of progress payments, final payment, and contract closeout.

The incumbent advises program officials of the procurement objectives to be used, prepares, assists with, and coordinates all contract requirements documentation such as statements of work, determination and findings and solicitation documents. Performs detailed analysis of all elements of cost in contractor proposals and conducts necessary coordination for technical evaluations which may result in competitive range determinations.

Provides assistance to contracting officer and managers regarding specific situations or problems and upon receipt of changed procedures imposed by high headquarters involving regulations, laws and good business practices.

Conditions of Employment:

- 1) Must meet suitability for Federal employment.
- 2) Must possess or be able to obtain and/or maintain a Secret security clearance duration of employment.
- 3) This position has a Temporary Duty (TDY) or business travel requirement of 25% of the time.
- 4) This is an Army Acquisition, Logistics and Technology Workforce position. Selectee must meet position requirements for Contracting (**Professional**) certification within 36 months as of entrance on duty.
- 5) Male applicants born after December 31, 1959, must complete a Pre-employment Certification Statement for Selective Service Registration.
- 6) Salary includes applicable locality pay or Local Market Supplement.
- 7) Direct Deposit of pay is required.
- 8) One-year probationary period may be required.

How to Apply:

Please send an e-mail to: usarmy.redstone.peo-avn.mbx.canvass-announcements@army.mil containing the following:

Subject: CANVASS – 2324-1101-03 FLRAA

Required Documents:

- **Resume** that includes **must include** your first and last name, current address, current email address, current phone number, job title, employer, duties, and accomplishments; as well as hours worked per week and dates of employment

NOTE: Submission e-mails are not forwarded to management. If you wish to include a cover letter, please submit it as a separately saved document or as the first page of your resume.

Please submit all documents in PDF (preferred) **or Word format**, preferably (not required) saved as “Last Name, First Initial – Document type,” i.e., “Doe, J – Resume”

Application packages will be accepted through 11:59pm CT on 29 August 2023