PROGRAM MANAGER
Orlando, FL

Adacel Systems, Inc. ("ASI") produces simulation and training systems for commercial, defense and export markets. ASI offers a comprehensive range of fully scalable customizable simulation systems from desktop trainer to complete 360-degree room-sized Air Traffic Control tower environments. We provide professional ATC training simulation systems for governments, universities and civilian air traffic control agencies worldwide.

Responsibilities

- Plan, direct, execute, monitor, and report all program objectives including performance, schedule and cost for each assigned program.
- Perform cost and schedule variance analyses and present to senior management.
- Develop full-scale project plans and associated communications documents.
- Effectively communicate project expectations to team members and stakeholders in a timely manner.
- Establish and maintain appropriate business relationships on assigned programs with customer representatives and program participants and acts as the primary contact for the customers.
- Hold direct responsibility for program performance, customer satisfaction, growth and profitability for all assigned customers and programs.
- Conduct internal program reviews and provide consistent implementation of effective program management tools and processes.
- Draft and submit budget proposals, and recommend subsequent budget changes.
- Identify, assess, monitor and mitigate risk throughout the program life cycle.
- Develop and implement corrective action plans when deviations from budget, schedule, and/or performance plans are identified.
- Coordinate with Contracts on issues pertaining to contract requirements, changes, and interpretations.
- Develop and implement plans and schedules to execute contracts/subcontracts.
- Prepare for and participate in contract and subcontract negotiations.

Requirements

- Associate's Degree in Business, Engineering, Computer Science or a related field.
- A successful track record in managing complex aerospace/defense programs as a prime or sub-contractor to a domestic or foreign military organization, with multiple goals of schedule, cost and quality.
- Knowledge of structured program management practices.
- Experience throughout the program lifecycle, from concept development through sustainment to include: proposal development, requirements decomposition, generation of system and subsystem statements of work, subcontract management, risk management, and continuous improvement efforts in the areas of cost reduction and performance enhancement.
- Experience in managing various contract types – both fixed price and cost reimbursement types.
- Experience effectively leading between 5-25 personnel from different departments for the purposes of managing the program.
- Experience following ISO and CMMI processes and procedures.
- Experience with financial reporting and budget aspects of program management, including proficiency with earned value management system (EVMS) cost accounting and reporting.
- Experience in the simulation, training, avionics, telecommunications, or systems integration field.
- A demonstrated ability to manage software development efforts.
- Strong computer skills, including proficiency with Microsoft Excel, Outlook, Project, Power Point, and Word.
- Strong written and verbal communication skills.

- Must be able to obtain a government security clearance.
- Must be comfortable travelling up to 25% of the time – domestically and internationally.

<u>Desirables</u>
- Five years of successful project or program management experience in positions of increasing responsibility.
- Bachelor's or Master's Degree in Business, Engineering, Computer Science or a related field.
- PMP and/or Earned Value Management Certification.
- Previous Air Traffic Control experience.

If you are looking for an exciting, progressive company that offers challenges, a friendly and casual work environment, competitive salaries, excellent [health, dental, short and long term disability, life insurance, 401(k)] plans, and much more, please send your resume to **careersusa@adacel.com**.

Adacel Systems, Inc. is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.