



TECHSOURCE[®]

A Science & Engineering Consultancy

Job Title: Project Scheduler

Location: Los Alamos, NM

Position Type: Full-Time

Position Description

Perform assigned activities within a Project Control or Systems Engineering discipline. Apply broad and diversified knowledge of respective systems and analysis approach to project schedules development and maintenance. Analyze information and examine schedule logic against project and operational requirements. Exercise judgment and plan and accomplish goals based upon “whole project” perspective. Work independently, creatively and under general supervision. Experience desired in one or more of the following areas:

- Apply systems engineering principles (such as requirements and interface management, risk management, work breakdown structure) for the development of integrated schedules (in *Primavera P6 Professional Project Management*)
- Knowledge of and experience with programmatic and portfolio analysis tools, databases and methodologies as well as experience in scheduling, baseline development and management and Earned Value Management
- Systems engineering, program management, requirements management, risk analysis, and/or process modeling
- Proficiency in the transition of requirements, interfaces, linkages, and risk mitigation activities associated with project scope into an integrated, resource-loaded schedule with schedule and cost risk contingency analysis
- Systems studies and analyses to support informed decision making
- Absorb broad objectives from management, then independently analyze, evaluate, and integrate solutions for unusually complex technical problems
- Identify, track, mitigate, and resolve technical risks and issues related to project performance objectives

Required Skills

- Proficiency in Primavera P6 Professional Project Management
- Ability to work in a team environment and a strong desire to learn continuously
- Demonstrated skill in identifying, analyzing and solving problems





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- Strong organizational and written communication skills, including presentation skills and the ability to interface effectively with management and customers in a professional and courteous manner
- Excellent customer relationship skills
- Computer skills and proficiency in applicable software tools, including MS Office applications
- Willingness to travel as needed

Required Education/Experience/Security Clearance

- DOE Q clearance, DoD TS clearance, or the ability to obtain within three months
- A Bachelor's degree and 2 or more years direct experience in an applicable field, or an Associate's degree with 5 or more years of directly applicable experience

Preferred Experience

- Two or more years of applicable hands-on experience in leading project teams
- Systems Engineering or Project Control background and experience
- Demonstrated performance of program management functions
- Experience with and knowledge of design analysis tools, databases and methodologies for large scale projects
- Experience in supporting customers and customer deliverables
- Experience in a matrixed support environment
- Experience within national laboratory complex

About TechSource, Inc.

TechSource is a nationally recognized engineering and consulting firm specializing in the management and technical delivery of large-scale nuclear and high-technology projects. TechSource provides direct access to more than 600 experts and industry leaders in the nuclear sciences, non-proliferation technologies, accelerator physics, and systems engineering arenas. TechSource's outstanding technical service has earned the company a client retention rate of over 95 percent.

TechSource is an Equal Opportunity Employer. Minorities, women, persons with disabilities, and veterans are encouraged to apply.