



<b>Company:</b>	ENSPYR, LLC
<b>Date Open:</b>	05/09/2018
<b>Date Closed:</b>	TBD
<b>Job ID No. #:</b>	UAE1215
<b>Job Title:</b>	Munitions Controller/Scheduler
<b>Location:</b>	Abu Dhabi, AE (Al Dhafra AB)
<b>Position:</b>	Full-Time / Non-Exempt
<b>Work Schedule:</b>	Saturday - Thursday (6am-2pm), no telecommute
<b>Type Clearance Req.:</b>	ACTIVE SECRET
<b>Salary:</b>	Based on experience
<b>Availability:</b>	05/24/2018

ENSPYR, LLC has one (1) opening for Munitions Controller/Schedulers to provide contractor on-site support at Al Dhafra AB, United Arab Emirates. Apply now to this posting for immediate consideration.

**Position Summary:** The contractor shall plan and schedule the maintenance of live, inert and dummy munitions, non-powered munitions support equipment, handling equipment, and facility inspection requirements. Executes command and control actions of ongoing explosives when assigned to the Control Section. Operates Combat Ammunition System (CAS) to determine status of explosives assets and uses information for planning, scheduling and command/control actions. Carries out all duties in accordance with established Prime/Subcontractor ISO 9001 Quality and Safety Standards.

**Job Responsibilities**

*(Typical duties include the following, although specific duties vary by assignment or contract.)*

- Provides broad oversight of the Munitions Departments routine and contingency planning, workload and production scheduling and manages the awaiting maintenance (AWM), awaiting parts (AWP), and TCTO programs.
- Oversees facilities, equipment, vehicle, and munitions resource status, capabilities and limitations that may impact mission accomplishment and reviews all programs weekly and promptly informs management of problems and limiting factors.
- Promptly informs AMMO Ops Manager and Superintendent of problems and limiting factors.
- In coordination with Section supervisors, manages the awaiting maintenance (AWM), awaiting parts (AWP), and TCTO programs.
- Reviews AWM/AWP and TCTO programs weekly during the scheduling meeting.
- Plans, schedules and coordinates with munitions accountability and maintenance supply liaison on all TCTO requirements.
- Attends the Site’s TCTO planning and reconciliation meetings for munitions assets and equipment.
- Prepares consolidated yearly, quarterly, monthly munitions maintenance and inspection forecasts and weekly munitions maintenance and inspection schedules.
- Maintains the delayed discrepancy file (AWM/AWP) on munitions items and equipment.
- Coordinates with Munitions Accountability Section the status of actions taken for approved ADRs and the scheduled date of disposal/shipment.
- Consolidates data for recurring reports and prepares them for submission to the AMMO Ops Mgr.
- Attends monthly, weekly, and other scheduling meetings with the 380<sup>th</sup> AEW Munitions Flight and incorporates the required support in the departments workload planning schedule.
- Works necessary hours, to include stand-by duties, to support mission requirements during peacetime and combat contingencies.
- Evaluates demands when they are received and translates requirements into prioritized support of the 380<sup>th</sup> AEW AMMO Flight (AF); informs AMMO Superintendent in the event of scheduling conflicts.
- Establishes and maintains clear channels of communications and coordination with 380<sup>th</sup> AEW AF.
- Performs direct-input in CAS and ensures documents are routed in accordance with document flow procedures.
- Manages keys and locks in accordance with AFI 21-201 for control of munitions structure keys.

- Maintains and uses Emergency Action Check sheets to include: war/contingency plan execution notification, crash, fire, severe weather and explosive mishaps.
- Tracks work progress of explosive operations to maintain status of the work force.
- Notifies supporting activities before starting hazardous operations or evacuation/fire drills.
- Notifies the Fire Department of any hazard class division 1.1 explosives movements outside the MSA or of changes in magazine contents affecting fire symbols or hazard symbols and document notification.
- Performs other qualified duties as assigned.
- Performs qualified duties at TDY locations as needed.

**Important Notice:** The above is a brief summary of job responsibilities and is not an exclusive or exhaustive list of all job functions that a team member in this position may be asked to perform.

**Desired Knowledge, Skills, and Abilities (KSA):**

- Must be a U.S. Citizen and possess/maintain unexpired U.S. Passport.
- Must have and maintain an Active U.S. Secret Security Clearance.
- Must have and maintain valid U.S. state driver's license and International Driver's Permit (if required by host nation).
- Ability to pass host nation medical examinations.
- Ability to obtain and maintain host nation visa/residency card.
- Ability to obtain and maintain a host nation's driver's license for personal and special purpose equipment/vehicles.
- Working knowledge of all munitions functional areas, adapt well to stress, and speak in a clear and concise manner.
- Four (4) years or more relevant experience of military munitions; combined experience on USAF storage, maintenance and inspection procedures, to include CAS and IMDS for munitions and MMHE.
- Ability to interact professionally with all levels of staff and customers.
- Ability to read, write and communicate effectively in English.
- High school degree or equivalent.
- Computer proficient.
- Knowledge and proficient in Microsoft Word, Excel and Outlook software.
- Have normal color perception and depth of vision.
- Physically capable of performing all required duties; capable of lifting/pushing/pulling 50 lbs and perform extensive work using handling/lifting equipment.
- Personnel should be aware of moving on short notice and under adverse conditions.
- Living and working conditions at the assignment location could be remote and uncomfortable.
- Long hours to include stand-by duties, exposure to extreme weather and hazardous conditions.

**Travel:**

- Available as needed for temporary duties at other locations.

**How to Apply:** After reviewing the position, go to [https://www.indeedjobs.com/enspyr-llc/\\_hl/en\\_US](https://www.indeedjobs.com/enspyr-llc/_hl/en_US) to apply online by attaching/uploading your resume with your Verification of Military & Education Training (VMET). You can access your VMET at <https://www.dmdc.osd.mil/tgps>. [Note: Please be sure to address all stated requirements of posted requisition in the resume that you possess and ensure you submit all required documents. Resumes may not be considered if this is not accomplished.]

*Enspyr is an Equal Opportunity/Affirmative Action Employer. We abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.*

***This Company is an E-Verify Participant.***