

Corporate Address:

Vernadero Group Incorporated
2730 East Camelback Road, Suite 210
Phoenix, Arizona 85016
www.vernadero.com
(866) 708-7640 toll free



Job Description for Analyst/Planner

The successful candidate will be responsible for supporting the Military Construction Army Reserve (MCAR), Real Estate, and Asset Management programs for the Army Reserve Installation Management Directorate (ARIMD). ARIMD is responsible for more than 1,400 properties situated across the Nation. The position supporting ARIMD is located at Fort Belvoir, Virginia.

The candidate will be responsible for supporting U.S. Army Reserve (USAR) master planning requirements, real property actions, and the real property exchange (RPX) program. The candidate will support the USAR military construction (MILCON) program. The candidate will be required to perform comprehensive research, develop reports, and interpret information using Army database structures such as Real Property Planning and Analysis System (RPLANS), General Fund Enterprise Business Systems (GFEBs), Headquarters Installation Information System (HQIIS), Installation Status Report (ISR), Army Mapper, and Army Stationing and Installation Plan (ASIP). Detailed analyses of USAR assets for the purposes of identifying funding requirements and supporting master planning activities will be required. The candidate will update the USAR's Operation and Maintenance (O&M) MILCON funding document as needed to meet MILCON requirements.

Candidates should possess the following minimum qualifications:

- Bachelor's degree related to planning, mathematics, or business administration
- Minimum of 3 years of financial management experience
- Proven project management experience
- Proficient in computer operations including MS Word, Excel, PowerPoint, Outlook and SharePoint
- Experience with budget analytics including complex spreadsheets and databases
- Excellent written and oral communications skills including dealing with senior officials
- Highly organized, fast learner, and able to work in a complex environment
- U.S. citizenship and ability to travel nationwide
- Valid U.S. driver's license

Preference will be given to candidates that possess:

- Active Secret clearance
- Experience with MILCON activities, including but not limited to: economic analysis, master planning, and/or USAR construction
- Experience with the Department of Army and the USAR

- Experience with the Department of the Army database and software packages including RPLANS, ASIP, Army Mapper, GFEBS, HQIIS, ISR and Engineering and Base Operations Support System (ENBOSS)

To apply for the Analyst/Planner position, submit a detailed resume, salary requirements, and at least three references via email to staffing@vernadero.com.