



# Program Cost Control Specialist

# Job Description

## Program Cost Control Specialist

At **Orbit Advanced Technologies, Inc., (OATI)**, a division of **MVG**, we strive to deliver the most advanced antenna and RCS measurement facilities to the U.S. aerospace and defense industry. OATI is seeking driven individuals who excel in fast-paced environments, moving novel concepts from inception to commissioning. We welcome candidates who will bring commitment and motivation into our tight knit team, helping us shape the future.

As a **Program Cost Control Specialist** you will support our growing defense & aerospace business. You will be a member of the Business Management team working directly under the CFO alongside the PMs, CPO, COO, and Procurement to support a portfolio of programs from \$3-\$65mil in contract value. You will support the Program Manager (PM) in managing all aspects of cost tracking and analysis, contract deliverables to AOP, and variance analysis to monitor the ECAC/ETC. You will serve as a Subject Matter Expert in the coordination across functions to support project costing budgets and analyzing all costs of project operations. In addition, you will use your analytical skills to perform root cause analysis on your programs, report findings, and make recommendations to Business Management and Operations on various KPIs and metrics.

### Essential Duties and Responsibilities

- Monitor and control costs on contracts – ECAC/ETC changes and reforecasts / variance analysis
- Perform analyses and prepare KPI (burn rate, etc) reports on a weekly and monthly basis to assist PMs
- Analyze past projects to inform better price and cost proposals moving forward
- Assist in creating program plans to ensure program requirements are captured in plans and forecasts
- Perform financial risk assessments to identify/mitigate cost risks and foresee revenue opportunities
- Prepare studies on major cost bucket expenditures and areas to optimize
- Audit project costs on a monthly and quarterly basis (review invoices / expenditures)
- Analyze profitability for contracts and prepare profit models
- Participate in the planning, tracking, and reporting of projects of varying contract types, sizes, complexity, and levels of risk: Cost Plus, T&M, and FFP.
- Work independently and contribute to an integrated team through statistical reporting, analysis, and estimates

### Experience Required

- Bachelor's degree in accounting
- 4+ years of project control related work
- Strong QA/QC skills
- Working SAP By Design utilization
- Bonus Points for...
- Experience forecasting financial data for programs and preparing profit models
- TINA/DCAA contracting work

If you are interested in this opportunity, send a Word or PDF version of your resume to: [josephm@orbitfr.com](mailto:josephm@orbitfr.com) or call me at 267.615.9234

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