



## Knowledge Management Engineer/Project Manager

<b>Location:</b>	Norfolk, Virginia
<b>Position Description:</b>	SKS is looking for a KM Engineer/Project Manager to develop and manage KM projects and provide business processes, collaborative environments, and business workflows at the Joint Enabling Capabilities Command (JECC). Responsibilities include developing and maintaining processes for knowledge and information sharing, including best practices and guidelines, and maintaining KM documentation. Schedules and facilitates JECC Portal Governance Board meetings. Provides administrative support for the Portal Governance Board and Portal Working Group. Attends and actively participates in U.S. Transportation Command (USTRANSCOM) KM working group meetings and other working groups. Supports process improvement, enterprise information sharing and discovery, knowledge capture, content management, and communication and training. Improves business practices, automates processes, and significantly decreases time and resource use.
<b>Required Qualifications:</b>	<ul style="list-style-type: none"> <li>• Bachelor's degree from an accredited institution.</li> <li>• At least 3 years of experience in KM or KM-related IT.</li> <li>• IAT Level 2 (hold Security+, GSEC, SCNP or SSCP, and Operating Systems certification).</li> <li>• Project Management Professional certification or strong PM background.</li> <li>• Ability to formulate and define system scope and objectives based on user needs and understanding of business systems and industry requirements, and devise or modify procedures to solve complex problems.</li> <li>• Ability to provide technical and process consultation on complex projects.</li> <li>• Ability to design, coordinate, and guide projects to completion.</li> <li>• Exemplary verbal and written communications skills; strong proficiency with Microsoft Office products, especially Word, PowerPoint, Excel, and Outlook.</li> <li>• Must have a Secret security clearance. May be required to obtain Top Secret.</li> </ul>
<b>Preferred Qualifications:</b>	<ul style="list-style-type: none"> <li>• Master's degree preferred.</li> <li>• Five years of experience in KM or KM-related IT.</li> <li>• Ability to design and build web pages/web solutions using a variety of software applications, techniques, and tools, primarily SharePoint. Microsoft SharePoint certification preferred.</li> <li>• Experience in KM methodologies and gap analysis.</li> <li>• Prior military experience or extensive experience working with the military.</li> <li>• USTRANSCOM JECC Command, Control, Communications, Computer Systems (C4S) Support experience desired.</li> </ul>
<b>Date Posted:</b>	February 4, 2014
<b>Closing Date:</b>	When filled.

### To Apply

Visit [www.strategickS.com](http://www.strategickS.com) and click on the **Careers** link at the bottom of the page.

### About SKS

Strategic Knowledge Solutions, Inc. (SKS) is a service-disabled veteran-owned small business that focuses on knowledge management, organizational learning, and expertise development. SKS provides exciting growth opportunities for highly qualified and motivated individuals. We offer competitive salaries and outstanding benefits including a SIMPLE IRA plan, annual bonuses, and professional development programs. SKS is an EEO/AA employer.