

TITLE:	Configuration Manager	JOB CODE:	
FULL PART-TIME:	Full Time	CLASS:	
PERMANENT/TEMP:	Permanent	CITY:	Atmore
COUNTY:	Escambia	STATE:	AL
COUNTRY:	US	EXEMPT:	No

KEY EMPLOYEE STATUS

This is an exempt position.

REPORTING RELATIONSHIP

This position reports to the Sr. Program Manager.

DUTIES AND RESPONSIBILITIES

- Develops, reviews, and maintains a configuration management plan for all required technical documentation including drawings, models, metadata, lists, specifications, reports, test plans, software, and other data items as contractually specified.
- Maintains configuration management electronic distribution and version control.
- Ensures technical team compliance with configuration management policies, processes and procedures.
- Maintains technical data library/depository.
- Knows and understands Contract Data Requirements Lists and ensures data deliveries adhere to the requirements therein.
- Establishes configuration management policy and provides processes for technical and non-technical staff to follow to ensure data deliveries are consistent with product development cycle.
- Must have extensive experience with version/source control, comprehensive knowledge of engineering drawings, release and change control procedures using military, commercial and international standards as they pertain to configuration management and documentation.
- Excellent communication skills and the ability to effectively interface with technical employees, management and

QUALIFICATIONS

- Bachelor's degree (8+ yrs. experience) or Master degree (5+ yrs. experience) in a technical field. Appropriate experience may substitute for education requirement.
- Experienced with Product Data management software.
- Drafting/Modeling Software such as SolidWorks or AutoCAD.
- Familiar with QMS (i.e., AS-9100) CM requirements.

REMOTE: This position is located at the PCI Aviation Corporate Office and is not a remote or work-from-home position; however, travel may be required.

SECURITY REQUIREMENTS:

If required, must be able to obtain and maintain a security clearance at the contract required level. US Citizenship is required for clearance.

Equal Opportunity Notices

- PCIA is an Equal Opportunity/Affirmative Action Employer. Except as allowed by law, PCIA evaluates qualified applicants without regard to race, age, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, physical or mental disability, genetic factors, veteran status, and other protected characteristics EOE/AA/M/F/D/V.
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