

Dear friends in the cost and acquisition community,

We are excited to announce that we are hiring a Deputy Program Manager for the Cost Assessment Data Enterprise (DPM,CADE).

This person will be taking on a restructured role of both the DPM,CADE as well as the new Director of the Defense Cost and Resource Center (DCARC). This role would report to the CADE Program Manager (PM,CADE), and would fall under the Office of the Secretary of Defense, Cost Assessment and Program Evaluation (OSD(CAPE)), Advanced Systems Cost Analysis Division (ASCAD).

The position description is outlined below, and our general Operations Research Analyst (Schedule B/Excepted Service -- 3 Calculus and 21 other higher level math/science/engineering/economics/quantitative credits required) vacancy announcement and application is attached. For this role, we're looking specifically for candidates excited to engage with the full cost community to enact major cost data collection and tool improvements to support our community in becoming more productive and effective in our duty to provide great analysis and insight. Collaboration, team building, management skills, attention to detail and energy are qualities for which we'll be looking. This is a GS13/14/15 position.

Please distribute to all those who you think might be interested. In order to move this process along as quickly as possible, please make sure applications are submitted by Wednesday, January 7th, 2015. Applications and questions can be emailed to Lauren Rottler at lauren.w.rottler.civ@mail.mil. More information on CAPE is available here: <https://www.cape.osd.mil/>

We're looking forward to having someone great in this new role.

Have a wonderful holiday,
Bess

Bess Dopkeen
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We are looking for someone to take on the following two primary responsibilities:

- 1) Providing managerial support as the Deputy to the CADE Program Manager (DPM,CADE) including performing the duties of the contracting officer representative (COR) for the CADE contract, contract administration and management, program planning and oversight, resource allocation, outreach to the CADE user base, and advocate to the larger cost and acquisition communities.
- 2) Managing day-to-day operations and implementing improvements to the Cost and Software Data Reporting (CSDR) System, a component of CADE. The CSDR system consists of a repository for defense Contractor Cost Data Reports (CCDRs), Software Resource Data Reports (SRDRs), and other related defense acquisition data associated with Major Defense Acquisition Program (MDAP) weapon systems and Major Automated Information Systems (MAIS).

As the manager of day-to-day operations of the CSDR system, the incumbent's duties include, but are not limited to:

- . Keep CADE program manager up to speed on all workload issues of DCARC staff, balancing competing priorities with limited resources.
- . Design and implement PM,CADE directed improvements to DCARC processes.
- . Serve as Subject Matter Expert (SME) for CSDR plan creation, validation, IT, and all improvements.
- . Approve all CSDR plans delegated from DD,CA, and prepare to the best of ability and advise PM,CADE and DD,CA on any plans and validations that need their approval or intervention.
- . Perform CADE and CSDR outreach.
- . Provide CSDR performance metrics and DAES ratings.

As the DPM,CADE, the incumbent's duties include but are not limited to:

- . Contracting Officer Representative (COR) for the CADE contract
- . Support PM,CADE in working contract details - Project Work Statements (PWSs), Requests for Proposals (RFPs), letting contract options, working all contract modifications, Washington Headquarter Services/Acquisition Directorate (WHS/AD) memorandums, Independent Government Cost Estimates (IGCEs), approving monthly invoices, contractor travel, and all other paperwork required for WHS/AD.
- . Advocate with CAPE and cost community leadership for advancement of CADE efforts.
- . Represent PM,CADE at meetings with industry, government, and the cost community.

Performs other functions as required.