POSITION ANNOUNCEMENT
Seattle, Washington

AIRCrew ANALYST
SUBJECT MATTER EXPERT
ACES / SUPPORT SECTOR

Starting Salary Range: DOE
FLSA: Exempt

Tactical Air Support is Nevada Center for Entrepreneurial Technology (NCET)
2019 Aerospace / Aviation Company of the Year

Tactical Air Support, Inc., a national company headquartered in Reno, Nevada, provides domestic and international “Center of Excellence” training and advisory services in tactical aviation and is seeking an experienced P-8 Pilot or NFO to join our team.

The ideal candidate for the Aircrew Analyst/SME position will be responsible to provide Aircrew member experience and expertise in platform operations, in support of new or updated systems acquisition and systems sustainment, primarily for systems software. Leverage extensive experience in mission planning, software configuration, and communications. This position reports to the Support Sector Lead for authorship and maintenance of various test and development reports regarding mission planning and support systems and hardware.

The key desirable and preferred requirements for this position include:

- Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. Please see job description for minimum requirements.
- Minimum of four years of experience in aircraft operations, in support of new or updated systems acquisition and systems sustainment, primarily for systems software. This can include providing or reviewing requirements, reviewing and analyzing system defects for operational or maintenance impacts, or providing workarounds to issues.
- Ability to convey tactical and technical information as Subject Matter Expert for various Aircraft systems.
- Ability to work independently as well as part of a team of professionals in the execution of Government contract Statements of Work.
- Enthusiasm and commitment to a working environment requiring collaboration and coordination with various operational squadrons, test squadrons, and Program Offices.
- Strong computer skills with proficiency in Microsoft Office (Excel, PowerPoint, Word).
- Strong interpersonal skills and ability to provide excellent customer service.
- Strong organizational and time management skills with ability to correctly prioritize workload to maintain schedules, deadlines, and standards on assigned projects.
- Ability to manage multiple roles and projects and to see the big picture.
- Ability to remain calm under pressure and be adaptable.
- Ability to read, listen to, and understand information and ideas verbally and in writing.
• Creativity, positivity, and confidence.
• Occasional (15%) travel to various work sites throughout the U.S. may be required.
• Current U.S. government security clearance (Secret or better).

Tactical Air offers a comprehensive benefits package, including (but not limited to) 401K retirement savings plan with employer match, full health/dental/vision care, and life insurance. The level of position offered will be dependent upon background and qualifications. If you are a dynamic, self-motivated individual who appreciates challenging yet rewarding work, with a keen interest in cutting-edge aircraft systems development, Tactical Air invites you to apply.

If any applicant requires assistance in accessing or completing an employment application, please contact Human Resources.

*Tactical Air is proud to be an EOE AA M/F/Vet/Disability Employer*
Tactical Air Support, Inc.
Position Description

AIRCREW ANALYST

Reports to: Project Manager, Program Manager, Site Manager, Sector Lead, or as Assigned
Classification: Exempt
Date: 1 August 2021

Tactical Air Company Values:
- **Integrity** – we are honest and truthful in what we say and do.
- **Excellence** – we develop the highest quality people, products, and services.
- **Respect** – we are proven experts valued for our ability and experience.
- **Reliability** – we provide consistent, dependable, and trusted performance.
- **Commitment** – we are dedicated to our mission, customers, and each other.

Core Values:
- Character matters.
- Safety is a byproduct of our professionalism.
- Excellence is our standard.

Employees are expected to apply and follow these principles in the performance of their respective duties:
- Pursue excellence and be accountable.
- Develop working knowledge of company programs and services.
- Learn and comply with company and departmental policies, protocols, and systems.
- Apply customer service practices and emotional intelligence to cultivate and maintain professional and respectful relationships with co-workers, customers, public/private officials, partners, suppliers, local communities, and the general public.
- Be aware of safety program and policies and practice safe work habits.
- Perform quality work with or without direct supervision.
- Work collaboratively, cooperatively, and effectively with co-workers, managers, and stakeholders whether as a team player, team leader, or individual contributor.
- Serve as a mentor, coach, encourager, and motivator to fellow colleagues as needed.
- Exercise self-motivated, self-directed, independent, and mature decision-making, problem-solving, creative thinking, and analytical skills.
- Approach work with energy, a positive attitude, and sense of humor.
- Be flexible, adaptable to change, and willing to learn.
- Be a good steward of company resources, using time and resources wisely.
- Safeguard confidential and proprietary information in accordance with company and legal requirements.

Position Summary
Under general direction, the Aircrew Analyst will participate in simulation and testing of developmental aircraft systems, tactical systems usability studies, aircrew tactical systems training, test requirement development, and other efforts that leverage extensive flying experience and graduate-level credentials in aircraft employment, instructions, and/or flight test.
Tactical Air Support, Inc.
Position Description

AIRCrew Analyst

The following education and experience; essential functions; knowledge, skills, and abilities; physical demands; work environment; and authorizations/clearance are generally representative of the minimum or preferred requirements to enter the job and capably perform the duties and responsibilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

Education, Work Experience, and Licenses

- Bachelor's Degree in Science or related discipline; advanced degree preferred.
- Four years' experience in aircraft operations in support of new or updated systems acquisition and systems sustainment, primarily for systems software.
- Weapons school graduate, test pilot school graduate, former weapons school, TPS, or FRS/TPU instructor preferred
- Equivalent combination of training, education, and experience in a relevant field or industry will be considered in lieu of degree.
- Eligibility for SAP/SAR programs advantageous
- Continuous improvement and quality management system training or certification; ISO/9000/AS9100 or Lean Six Sigma preferred.
- Valid State Driver License.
- Familiarity or experience with the U.S. Armed Forces and Department of Defense (DoD) federal contractors and the aerospace, defense, or commercial aviation industry preferred.

Essential Functions Required

The essential functions for this position may include, but are not limited to:

- Perform simulation and testing to ensure the successful operation of combat, reconnaissance, surveillance, transport, command and control, anti-submarine and anti-surface warfare, and search and rescue missions.
- Operate simulated aircraft communications and detection equipment, including establishing satellite linkages and jamming enemy communications capabilities; conducting simulated pre-flight, in-flight, and post-flight inspections of lab equipment; simulating operating and maintaining aircraft weapons and defensive systems; and simulating executing aircraft safety and emergency procedures.
- Apply aircrew member experience, provide expertise in platform operations in support of new or updated systems acquisition and systems sustainment, primarily for systems software, to include providing or reviewing requirements, reviewing and analyzing system defects for operational or maintenance impacts, or providing workarounds to issues.
- Review contractor test plans, test procedures, test reports and monitoring contractor testing. Develop test plans, test procedures, test reports for in-house software development and performing testing. Providing Fleet support analyzing issues and/or providing guidance on software workarounds.
- Senior level person may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
- Other duties as assigned.

Knowledge, Skills, and Abilities (KSAs)

- Comprehensive technical and functional knowledge of assigned aircraft (i.e., E-2C/D, H-1, P-8, FA-18, EA-18G, C-130, etc.).
- Ability to convey tactical and technical information as Subject Matter Expert for various aircraft systems.
Tactical Air Support, Inc.  
Position Description  

AIRCREW ANALYST

- Ability to compile and convey knowledge of current and new software configuration sets.
- Strong computer skills with ability to utilize various software and applications (Microsoft Office 365/GCC High/MS Teams preferred) for creating documents, reports, forms, spreadsheets, presentations, and publications as required; web-based applications for organizing work, communications, or data entry; virtual office/cloud-based file sharing environment.
- Ability to properly handle classified and/or protected information and/or materials, manage files, and maintain records in compliance with standard or required recordkeeping practices.
- Strong communication skills with the ability to provide information to colleagues, customers, co-workers, or other stakeholders (internal and external) utilizing various communication formats and tools, and exhibiting appropriate body language and listening skills, with emphasis on sharing or transmitting technical information with clarity and accuracy.
- Ability to read, write, and speak English to communicate in a clear, straightforward, and professional manner.
- Ability to plan and carry work through to completion with accuracy and attention to detail.
- Ability to comfortably manage multiple tasks and projects utilizing time management and organization skills.
- Knowledge of proper use of government classified networks, telephone, and email practices and etiquette.

Supervisory Responsibility
This position currently has no supervisory responsibilities.

Physical Demands
- Extended periods of sitting.
- Extended use of desktop/laptop computer and peripheral equipment.
- Extended periods of reading and analyzing fine print.
- Occasional stooping, standing, and carrying.
- Infrequent lifting up to 50 pounds (with assistance, if required).
- Regular use of hands and fingers to handle, feel, or operate objects, tools, or controls; reaching with hands and arms.
- Frequently required to actively talk, listen, and hear.
- Regularly ascend/descend stairs.

Work Environment
While performing the duties of this position, employees may encounter the following, but not limited to, work situations:
- Fast-paced, high-pressure, safety-conscience, office environment
- Infrequent aircraft hangar or warehouse environment with exposure to loud noises, fumes from engines and chemicals, unpredictable climate (hot/cold), and electrical shock, or trip or slip hazards.
- May be exposed to or required to handle hazardous materials.
- Specific work hours determined by operational, departmental, or contractual requirements.
- Occasional evening, weekend, holiday, and overtime work may be required.
- Occasional travel to various work sites throughout the U.S. may be required.
- Tactical Air Support is a Drug & Alcohol-Free Workplace.
Tactical Air Support, Inc.
Position Description

AIRCREW ANALYST

Work Authorization/Security Clearance

- Must be lawfully eligible to work in the United States and complete a U.S. government I-9 Form.
- Current U.S. government security clearance required (Secret or better).

The statements herein are intended to describe the general nature and level of the position but may not encompass all specific job tasks an employee so classified may be required to perform. As such, responsibilities, duties, and required skills may be changed, expanded, reduced, or deleted to meet the business needs of Tactical Air Support, Inc. Furthermore, this position description does not establish a contract or implied contract for employment.