

FALCONWOOD INC.

About Falconwood, Inc:

Falconwood, Inc. is a woman/veteran-owned, small business providing executive level consultants and programmatic support to Department of Defense Information Technology (IT) initiatives and programs.

We provide expert consultation on a diverse range of IT subjects focusing on acquisition strategy, implementation activities and Information Assurance policy and engineering.

We have an immediate opening for an **Automation Engineer / Developer** to support Naval Enterprise Networks (NEN)

Duty Locations: Norfolk Naval Shipyard

The Automation Engineer / Developer will:

- Design, develop, test, and deploy business process automation solutions using the Navy's Enterprise Mission Assurance Support Services (eMASS) system for Certification and Accreditation (C&A)
- Maximize efficiency and improve quality by automating existing manual processes
- Develop the ability to parse completed templates from Microsoft Word and Excel files and ensure that all fields have been completed
- Load completed templates into a web-based system (eMASS)
- Write queries and programs to match and analyze data and take an appropriate action based on various use cases
- Analyze identified discrepancies, understand root cause, and recommend system enhancements to prevent discrepancy in the future
- Document process, designs, test results, and analysis (as required)

Qualifications:

- Minimum SECRET clearance
- Bachelor's degree in related field or 6 years' equivalent work experience
- Strong, demonstrable skills with VBA/VBScript, Microsoft Access, and SharePoint Development
- Solid understanding (or the ability to learn) the following languages (VB, .NET, C#, C or C++, SQL)
- Automate conditional execution (if/then) in Powershell or macro language
- Sharp troubleshooting faculties, deductive reasoning, and careful attention to detail
- Ability to both work in a fast paced and dynamic environment on short term projects and the ability to work on longer term projects requiring extended planning time

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DESIRED SKILLS & REQUIREMENTS:

- Familiarity with Department of Navy (DON) command organization and IT infrastructure
- Familiarity with Navy Marine Corps Intranet (NMCI) and other Navy network environments
- Familiarity with general Cyber Security Certification and Accreditation practices

Please reply directly to this position description with an updated resume and your salary requirements directly to Tiffany Cannon at tcannon@falconwood.biz.

Tiffany A. Cannon

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