

## NADP - Contract Specialist - FY24

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Company: Naval Supply Systems Command

Location: United States

Category: business-and-financial-operations

### Position Description

The Naval Supply Systems Command's (NAVSUP) primary mission is to support the Navy, Marine Corps, Joint and Allied Forces with high-quality supplies and services, whenever and wherever those supplies and services are needed. NAVSUP delivers combat capability through logistics.

NAVSUP is headquartered in Mechanicsburg, PA. The command also includes major activities located in Mechanicsburg, Philadelphia, Norfolk, Jacksonville, San Diego, Puget Sound, Pearl Harbor, Guam, Sigonella, Italy, and Yokosuka, Japan. The NAVSUP Workforce is comprised of approximately 1790 military personnel and more than 24,000 employees. NAVSUP oversees logistics programs in the areas of supply operations, conventional ordnance, contracting, resale, fuel, transportation, and security assistance. In addition, NAVSUP is responsible for quality of life issues for our naval forces, including food service, postal services, Navy Exchanges, and movement of household goods. A wide range of both specialized and administrative positions support these programs.

We are looking for dynamic civilians to join our Contracting Specialist workforce to engage in exciting work that will make an impact alongside their military counterparts. We offer opportunities in a wide variety of specialties, competitive salaries, comprehensive benefits, as well as developmental and professional training opportunities!

### Position Duties/Responsibilities

Contracting is the process of acquiring goods and services for the Government from commercial or noncommercial sources when and where they are needed, at the most

reasonable price, and in accordance with applicable laws and regulations.

Contract Specialist perform work involving the evaluation of contract price proposals, and/or advertising, negotiating, administering, and/or terminating contracts for the acquisition/repair of supplies and services using formal procedures. Contract Specialist exercise decision making powers on contracting matters, displaying good business acumen consistent with the organization's strategic goals.

### **Pay Plan**

GS

### **Grade**

7

### **Full Performance Level**

12

### **Telework Eligible**

Yes

### **Qualifications**

Please know this recruiting event does not require traditional rating and ranking procedures as stated in OPM policy guidelines. However, candidates must meet minimum qualifications for the position and educational eligibility requirements.

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### **Cross References and Citations:**

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