

Sallyport is a global provider of a full spectrum of security and mission support solutions tailored to enable global security and stability operations. With over 3,000 employees, Sallyport offers a comprehensive range of global protective, security and mission support solutions to US Government, foreign allied governments, and a wide range of private and commercial clients. Sallyport's mission is to enable global security and stability operations by offering the highest level of expertise, professionals and innovative solutions with unmatched quality and dedication to preserving safety, security and freedom in support of national and international security and nation-building objectives worldwide.

Operations Manager/Civil Engineer

Overview: Sallyport will be providing the Combined Security Transition Command – Afghanistan Combined Joint-Engineering (CSTC-A CJ-ENG), with engineering consultation, program management, design work and master planning support to augment in-house capabilities. Sallyport also will provide maintenance, translation, data input and training of the Afghan Infrastructure Data Integration System (AIDIS) Computerized Maintenance Management System (CMMS); advise and assist in the preparation of contracting packages, create work processes, provide acquisition training and assistance for the Afghanistan National Army (ANA) and Afghanistan National Police (ANP); provide Capital Asset Inventory Assessments and site survey capability throughout Afghanistan; and populate the AIDIS CMMS. The Operations Manager must be a degreed and professionally licensed civil engineer, have a minimum of four (4) years of design experience and be capable of providing civil design services including preparation of civil/site work drawings, structural evaluations and designs, and water/sewer designs based on existing local utilities and facility load and use. This engineer must be proficient in AutoCAD 2012 or later, and use AutoCAD to create presentable and accurate facility and infrastructure plans for concept and statement of work requirements for project execution.

Responsibilities:

- Coordinate with staff to ensure that specifications provided are accurately reflected within associated procurement packages.
- Provide guidance on proper techniques and methods available for engineers and other staff to provide timely and reliable information for submission of procurement packages.
- Coordinate with other project staff (Site Engineers, Supervisors, and Surveyors etc.) to produce documentation for new bid packages, change orders, RFI sketches.
- Provide assistance with the technical review of A&E design calculations, cost estimates, analyses, drawings, and specifications.
- Assist in monitoring and/or managing projects for new construction, renovations, and improvements to real property facilities and infrastructure utilizing a professional knowledge of engineering.
- Support the design, including developing conceptual or intermediate designs for individual facilities, and construction mission by assisting in providing master plans.

- Assist in developing country-wide master plans and developing integrated master plans including updates to the Comprehensive Plan for Facilities for the Afghan National Security Forces (ANSF)
- Assist in the evaluation of submittals, RFI's if required.
- Support the design and implementation of cost-effective plan modifications to help improve safety, sustainability and ensure specification updates are captured.
- Support the management of projects, evaluating performance, cost, and recording performance measurement in accordance with the approved procurement/contract package.
- Consider the implications of issues such as cost, safety and time constraints when working with engineers to develop requirements packages.
- Assists in the development of requirement packages and follows through on the timely submission of procurement packages. Ensures that the packages are tracked throughout the process and provides responses to questions/concerns through the review process.
- Additional professional duties may be assigned as necessary, as determined by supervisory chain of command, so long as those duties relate to supporting the overall mission in a professional development capacity (This list is not all-inclusive.)

Skills:

- Good knowledge of engineering practices, approved procurement policies, techniques, practices and procedures.
- Proven ability to produce technical guidelines and specification.
- Good Organizational skills
- Knowledge of sources of supply, market trends, pricing, and other related matters.
- Discretion and sound judgment in applying technical expertise to resolve day-to-day issues.
- Ability to work towards tight deadlines.
- Good interpersonal skills and ability to establish and maintain effective working relations with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity sound mathematical and technical skills including physics ability to think methodically, to design, plan and manage projects ability to maintain an overview of entire projects while continuing to attend to detailed technicalities excellent verbal and written communication skills negotiating, and leadership skills combined with the ability to delegate.
- Dari or Pashto communication skills in reading, writing, and speaking to support the requirements of the position to which assigned would be a plus but not required.
- Possess the ability to communicate in English via reading, writing, and speaking in order to facilitate communication with Coalition and international personnel
- Be able to work in an autonomous environment when required providing team guidance and coordinating activities.
- Able to travel to remote locations on a routine basis in the performance of his duties.

Requirements:

- Degreed and professionally licensed Civil Engineer.
- Must possess at least 4 years of experience in civil engineering.
- Must be capable of operating independently and responsibly, as well as an integrated member of a team. Superior writing, computing and communications skills.
- Excellent computer literacy skills in MS Office (Word and Excel) and QuickBooks, CAD/GIS and related programs.
- All employees must be able to fluently read, write, speak, and understand English
- Valid US or local driver's license.
- Valid US passport.
- Must have and maintain Secret security clearance.