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| JOB TITLE: | Logistics Support Specialist | JOB LOCATION: | Aberdeen Proving Ground, MD |
| Experience, Knowledge, Skills and Abilities Required: | | | |
| <ul style="list-style-type: none"> • Must have a minimum of 3 years' experience in Supply, governing supply systems, programs, and policies • Must have applicable training or proven experience with the Global Combat Support System-Army (GCSS-A) Logistics Information System • Provide technical support for property accountability to include customer assistance, answering questions on property related issues, and resolving discrepancies on a day by day basis • Must be knowledgeable of basic supply management principles and Army regulatory requirements • Must be licensed to drive/operate Government owned commercial vehicles (up to a Class C non-CDL) and material handling equipment (including but not limited to box trucks or forklifts). Forklift certification must be maintained annually. • Must be capable of lifting weights of up to 40 pounds and carrying the weight for a distance of up to 30 feet unassisted. Heavy exertion, kneeling, crouching, stooping, and walking may be frequent and is required for the performance of these tasks • Must be able to obtain and maintain a Secret Clearance and/or Common Access Card (CAC) | | | |
| POSITION RESPONSIBILITIES: | | | |
| <ul style="list-style-type: none"> • Provide customer assistance in a timely and courteous manner • Provide support to units in accordance with Army Supply Regulations, DA Pamphlets, Technical Manuals, and Standing Operating Procedures • Apply basic supply management principles and knowledge of regulatory requirements and performing supply management functions pertaining to property request, receipt, storage, issue, inventory, and property accountability • Assist the Government with receiving, issuing, and storage of materiel; identifying, requesting, and receiving material, parts, and supplies; examining and inventorying items of supply received to verify part number/stock number and quantity according to the shipment documentation. Ensuring condition code, e.g. Completeness and serviceability of parts and materiel prior to distribution. • Assist in maintaining a clean and orderly work area | | | |
| SALARY/BENEFITS: | | | |
| <p>Salary is based on experience and qualifications. We offer a competitive compensation and benefits package that includes health, dental, life insurance, direct deposit and more.</p> <p style="text-align: center;">JLMI is an equal employment opportunity employer EOE/M/F/D/V</p> | | | |
| CONTACT INFORMATION: | | | |
| <p>Please Submit Resumes to Recruiting@JLMIVA.COM; POC: Janet Castrinos; Phone: (804)733-0933; Fax: (804)733-0935. If you wish to learn more about JLMI, visit our website at (www.jlmiva.com).</p> | | | |