



5840 Allin Road, Suite B  
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 Prince George, VA 23875  
 Phone: (804) 733-0933  
 Fax: (804) 733-0935  
 Visit us on the web: [www.jlmiva.com](http://www.jlmiva.com)

<b>JOB TITLE:</b>	Logistics Management Specialist	<b>JOB LOCATION:</b>	FT Bragg, NC; Des Moines, IA; Orlando, FL; Tampa, FL; Indianapolis, IN; Los Angeles, CA; Coraopolis, PA; San Antonio, TX; Marysville, WA; Wichita, KS; FT Knox, KY; FT Gillem, GA; FT Mead, GA; East Point, GA; FT Buchanan, PR; Gaithersburg, MD; Salt Lake City, UT; FT Belvoir, VA; Vicksburg, MS; Darien, IL
<b>Experience, Knowledge, Skills and Abilities Required:</b>			
<ul style="list-style-type: none"> <li>• Associates of Art or Associates of Science degree. An additional two (2) years of experience (above the experience requirements) may be substituted.</li> <li>• Minimum of six (6) years' experience providing logistics support for major systems.</li> <li>• Minimum of four (4) years Army property book accounting experience, of which a minimum of two (2) years automated experience using the Property Book Unit Supply Enhanced (PBUSE) system, is required.</li> <li>• Functional experience in Army logistics information systems including the Force And Asset Search Tool (FAAST), Force Management System Web Site (FMSWeb), Logistics Information Warehouse (LIW), Logistics Data Analysis Tool (LogDAT) must be demonstrated.</li> <li>• Highly skilled in verbal and written communications to conduct meetings, execute plans, and prepare reports, plans, and memorandums of instruction.</li> <li>• Excellent communication and interpersonal skills</li> <li>• Knowledge Microsoft Office (e.g., Excel, Word, PowerPoint, etc.)</li> <li>• SECRET Clearance</li> </ul>			
<b>POSITION RESPONSIBILITIES:</b>			



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- Assist with material management actions; update material management records.
- Maintain asset visibility and equipment redistribution.
- Provide the work using the organic or subordinate unit facilities.
- Attend, conduct briefings, meetings, and workshops.
- Prepare/submit reports.
- Assist with inventories.
- Assist with data cleanup.
- Assist rebuild PBO.
- Assist with redistribution of excess assist inventory teams with redistribution, turn-ins, and found on installation along with inventories.
- Assist units with preparation for deployment, change of command inventories, and special inventories.
- Provide system integration with PBUSE/USE and FAAST.
- Provide assistance to the supported units, reconciling hand receipts, cataloging property, maintaining property book records, managing inventories, lateral transfers, and the management of excess property.
- Assist with IUID markings of equipment.

**SALARY/BENEFITS:**

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.

**CONTACT INFORMATION:**

Please Submit Resumes to [Recruiting@JLMIVA.COM](mailto: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](http://www.jlmiva.com)).