



Logistics Specialist

Interested Applicants should submit their resume: hr@metricanet.com

Position Title:

Logistics Specialist

Location:

Arlington, Virginia

Position Start Date:

Funded for immediate fill

Position Requirements:

-) Minimum 1-3 years of professional experience in international operations or similar field
-) Full-time position (40 hours per week, Monday thru Friday)
-) Travel – Less than 10% for training and conferences

Position Description:

This Logistics Specialist will provide assistance in the execution of a multi-million-dollar service contract and is located in Arlington, Virginia

The successful candidate must be able to work independently, and also in a collaborative environment supporting logistical efforts in assigned countries or regions

Education or Equivalent Training:

Bachelor's Degree in Computer Science Business or International Studies or the equivalent combination of professional training or work experience.

Key Responsibilities:

- Prepare and review invoices and cost projections.
- Conduct basic financial analyses, including trend analysis, budgeting, cost projection, burn-rate, best-value, and basic earned-value management.
- The ability to identify and develop solutions to complex logistical problems between the client and Metrica's overseas partners and/or local authorities, and address and resolve host country legal and compliance issues.
- Focus on customer relationships and stakeholder management in order to provide exceptionally high-quality deliverables.
- Demonstrate effective communications.
- Review task requests and identify resources required for each task.
- Perform other administrative duties as required.

Experience and skills required:

-) BA in Business or International Studies
-) Exceptional analytical and problem-solving abilities
-) Proficient in use of personal computers and MS office Products and general office equipment
-) Strong oral and written communications
-) Self-starter who displays initiative and can work independently.
-) Attention to detail and the ability to work effectively under tight timelines.

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About Metrica:

Metrica, Inc. is a broad-based professional services firm established in 1984 to provide an array of program support activities to the US government and corporations. Metrica's headquarters is located in San Antonio, Texas, with additional offices in Northern Virginia. Metrica is an Equal Opportunity Employer, M/F/D/V.

Benefits:

Metrica offers an excellent starting salary and outstanding fringe benefits, including Medical, Dental, Tuition Assistance, and 401(k) Retirement Plan to name a few.

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