

EUCOM Asset Management Technician

Req #:

XXXXX/216663

Location:

International, DE

Job Category:

Information Technology

Minimum Clearance:

TS/SCI

Job Description

Athena Technology Group (ATG) has an excellent opportunity for an experienced, self-directed, **Asset Management Technician**. This position is in support of a Department of Defense (DoD) organization, US EUCOM located OCONUS in Stuttgart, Germany. *This position is required to travel OCONUS.*

Asset Management Technicians require extensive experience with gathering detailed hardware and software inventory information to develop and maintain an effective asset management program. Asset Management Technicians support activities to manage IT assets in classified and unclassified domains, navigate procedural and policy boundaries to conduct on-site inventory of assets across the enterprise, identify and remove obstacles to the completion of asset inventories, follow established procedures for the decommissioning of IT assets, and manage supplies. Candidates must possess excellent interpersonal, business management and customer service skills. Joining financial, contractual, and inventory functions in support of new material purchases and capital equipment replacement. Working directly with the Government to maintain a seamless transition from the creation of purchase orders, to the delivery of assets, to the disposal of end of life items. Maintaining the accuracy of Configuration Items (CIs) in the Configuration Management Database (CMDB). Developing and maintaining processes for managing and tracking the full IT asset, license, and maintenance life cycle, from procurement to retirement. Defining, maintaining, and updating policies and procedures for effective management of the IT asset life cycle (e.g., acquisition, deployment, utilization, de-installation, reallocation, and disposal). Tracking and maintaining an accurate inventory of assets throughout their life cycle. Auditing, validating, and reconciling software licenses against the installed asset base. Providing subject matter expertise for personal computer (PC), network, and server licensing. Planning for the population of the asset database. Managing the asset database. Ensuring regular housekeeping of the asset database. Working closely with the Government to ensure policy compliance and asset maintenance. Identifying opportunities to fully utilize

unused or partially used IT hardware and software assets. Defining metrics, collecting data, and reporting on the effectiveness of IT asset management processes. Ensuring that the CMDB and asset database are highly accurate. Researching licensing models, product use rights, as well as licensing metrics and entitlements for vendor-published desktop software assets. May provide work direction and guidance to others.

More About the Role:

The successful candidate must be able to communicate clearly and succinctly both written and orally, and present products and ideas in a business-like manner. The candidate will be required to work in dynamic fast paced environments that require team interaction and coordination of efforts. The candidate must be experienced in interfacing with both client managers and system users.

Develop the command asset management plan, processes, and procedures to manage configuration items listed in the CMDB. Manage and maintain the commands authoritative Asset Management Database. Manage all maintenance agreements (subscription management services) for hardware and software maintenance. Manage warehouse and associated logistics operations, ensure operations follow the CITS III Supply Chain Risk Management procedures.

Additionally, the Asset Management Technician will provide remote support and/or travel to customer sites as required.

You'll Bring These Qualifications:

- Currently hold an adjudicated Secret Clearance and be able to maintain
- BA/BS + 3 years recent specialized or AA/AS + 5 years recent specialized or a major cert + 7 years recent specialized or 9 years of recent specialized experience
- DOD 8570 IAT 1 compliance
- TESA eligibility

These Qualifications Would be Nice to Have:

- ITIL v3 - Foundation
- Experience with Microsoft SCCM and/or other automatic reporting tools
- Experience with Microsoft Enterprise Licensing
- Adaptable to changing circumstances and operational needs
- Understanding of Department of Defense Military standards
- Experience with DoD IT security requirements

- Expert skill in Microsoft Excel
- Experience managing to asset accuracy to Critical Success Factors (CSF)

CITS III

Job Location

DE-International--GERMANY