

**JOB TITLE: Lean Six Sigma Specialist****Job ID:****Job Location:** Contractor location**Job Category:** Engineering

Athena Technology Group, Inc. is a Service-Disabled Veteran Owned Small Business (SDVOSB) focused on Information Technology and Communications consulting, system engineering, integration, deployment and operation of state-of-the-art command and control and information systems that deliver critical network centric solution to the warfighter. With a proven track record of technical support to our customers, we are looking for innovative industry professionals to join our team. Please contact Richard Volz (703 489-8263) at [info@athenatechgrp.com](mailto:info@athenatechgrp.com)

**Roles and Responsibilities:** ATG is currently seeking a Lean Six Sigma Specialist to fill one full-time role in its Washington, DC metro area office. This position will support the Department of Veterans Affairs (VA), Veterans Experience Office (EVO), Multi-Channel Technologies' (MCT) Customer Information Services (CIS) Division. The Lean Six Sigma Specialist performs tasks which require knowledge of Six Sigma philosophies and principles, including supporting systems and tools; an understanding of team dynamics and how to assign team member roles and responsibilities based on a thorough understanding of all aspects of the DMAIC model in accordance with Six Sigma principles; and Lean enterprise concepts, with the ability to identify non-value-added elements and activities using specific tools related to Lean and Six Sigma. Tasks may include:

- Employing quality management systems, tools, and techniques to help organizations transform, including, but not limited to Lean Six Sigma (LSS), ISO 9000/9001, and the Malcolm Baldrige Quality Award criteria

**Soft Skill Requirements:**

- Strong verbal and written communication skills
- Organized with strong attention to detail and quality
- Self-motivated with an ability to think on ones feet
- Eager to learn and self-sufficient

**Qualification and Education Requirements:**

- Bachelor's (BA/BS) Degree
- Minimum 4 years of experience supporting project analysis, delivery, or metrics
- Proficient in Microsoft Tools Suite (Word, PowerPoint, Excel)
- Familiar with Veteran data and VA OI&T processes is desired
- Exposure to CIS products desired- including Enterprise Veteran Self Services (EVSS), the VA Master Person Index (VA-MPI), VA/DOD Information Repository (VADIR), the Veteran Identification Card (VIC), and Vet360.
- Ability to obtain a NACI clearance