

JOB TITLE: Process Improvement Specialist Level III**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

Roles and Responsibilities: ATG is currently seeking a Process Improvement Specialist Level III 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 Process Improvement Specialist Level III, performs tasks evaluating, planning, and recommending improvements to the VA. The individual can also facilitate brainstorming events that are focused on the improvement of processes within the organization.

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 10 years of experience supporting process improvement
- Proficient in Microsoft Tools Suite (Word, PowerPoint, Excel)
- Experience delivering projects in the VA giving them understanding and experience with full spectrum of 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