

# **GENERAL SERVICES ADMINISTRATION**

## **Federal Acquisition Service**

### *Authorized Federal Supply Schedule Price List*

### **Professional Services Schedule (PSS)**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**<sup>™</sup>, a menu-driven database system. The INTERNET address for **GSA Advantage!**<sup>™</sup> is: <http://www.GSAAdvantage.gov>.

**Federal Supply Group:** 00CORP      **FSC/PSC:** R706  
**Pricelist current through Modification #PO-0001, dated 10/2/2018**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>

**SIN 874 501 - Supply and Value Chain Management**  
**SIN 874 507 - Operations & Maintenance Logistics Management and Support Services**



**AAR Supply Chain Inc., DBA AAR Defense Systems & Logistics**  
**1100 N. Wood Dale Road**  
**Wood Dale, IL 60191 1060**  
**Phone:** (630) 227-5916  
**Fax:** (630) 227-2019  
**Website:** [www.aarcorp.com](http://www.aarcorp.com)

**Contract Number:** 47QRAA19D0001  
**Contract Period:** October 3, 2018 through October 2, 2023  
**Business Size:** Large Business

**Contract Administrator:** William Elyea  
**Email:** [bill.elyea@aarcorp.com](mailto:bill.elyea@aarcorp.com)  
**Phone:** (630) 227-5916

## Customer Information

**1a. Table of Awarded Special Item Number(s):**

SIN	Recovery	SIN Description
874-501	874-501RC	Supply and Value Chain Management
874-507	874-507RC	Operations & Maintenance Logistics Management and Support Services

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.**
- 2. Maximum Order:** \$1,000,000.00
  - 3. Minimum Order:** \$100.00
  - 4. Geographic Coverage (delivery Area):** Domestic and Overseas
  - 5. Point(s) of production (city, county, and state or foreign country):** Same as company address
  - 6. Discount from list prices or statement of net price:** Government net prices (discounts already deducted).
  - 7. Quantity discounts:** None
  - 8. Prompt payment terms:** Net 30 days
  - 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
  - 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Yes
  - 10. Foreign items (list items by country of origin):** None
  - 11a. Time of Delivery (Contractor insert number of days):** Specified on the Task Order
  - 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:** Contact Contractor
  - 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:** Contact Contractor

- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at:** [www.Section508.gov/](http://www.Section508.gov/).
25. **Data Universal Numbering System (DUNS) number:** 104012638
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** Registered
27. **Final Pricing:** The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

## AAR Supply Chain, Inc GSA Labor Category Rates

Labor Category Rates are valid for all sites and include the Industrial Funding Fee (IFF) of 0.75%.

SIN	Labor Category Title	10/3/18 - 10/2/19	10/3/19 - 10/2/20	10/3/20 - 10/2/21	10/3/21 - 10/2/22	10/3/22 - 10/2/23
All	Aircraft Avionics Tech I	\$66.40	\$68.39	\$70.44	\$72.55	\$74.73
All	Aircraft Mechanic I	\$69.05	\$71.12	\$73.25	\$75.45	\$77.71
All	Aircraft Mechanic II	\$67.05	\$69.06	\$71.14	\$73.27	\$75.47
All	Aircraft Mechanic III	\$66.35	\$68.34	\$70.39	\$72.50	\$74.67
All	Analyst, Logistics	\$50.33	\$51.84	\$53.39	\$54.99	\$56.64
All	Aviation Safety Manager	\$66.40	\$68.39	\$70.44	\$72.55	\$74.73
All	Clerk, Warehouse	\$31.11	\$32.05	\$33.01	\$34.00	\$35.02
All	Crew Chief Flight Engineer	\$73.39	\$75.59	\$77.86	\$80.20	\$82.60
All	Expeditor	\$42.38	\$43.65	\$44.96	\$46.31	\$47.70
All	Lead, Shipping/Recv Specialist	\$39.17	\$40.35	\$41.56	\$42.81	\$44.09
All	Lead, Warehouse	\$36.27	\$37.36	\$38.48	\$39.64	\$40.82
All	Logistics Supervisor	\$73.39	\$75.59	\$77.86	\$80.20	\$82.60
All	Maintenance Controller	\$73.39	\$75.59	\$77.86	\$80.20	\$82.60
All	Manager, On-Site Program I	\$112.16	\$115.53	\$118.99	\$122.56	\$126.24
All	Manager, On-Site Program II	\$100.25	\$103.26	\$106.36	\$109.55	\$112.83
All	Manager, On-Site Program III	\$90.19	\$92.89	\$95.68	\$98.55	\$101.51
All	Manager, Operations	\$81.13	\$83.57	\$86.07	\$88.66	\$91.32
All	Manager, Programs	\$73.39	\$75.59	\$77.86	\$80.20	\$82.60
All	Material Handler	\$32.56	\$33.54	\$34.55	\$35.58	\$36.65
All	Specialist, Quality Assurance	\$46.08	\$47.46	\$48.88	\$50.35	\$51.86
All	Sr Analyst, Inventory	\$60.41	\$62.23	\$64.09	\$66.02	\$68.00
All	Supervisor, Operations	\$60.41	\$62.23	\$64.09	\$66.02	\$68.00
All	Supervisor, Warehouse	\$60.41	\$62.23	\$64.09	\$66.02	\$68.00
All	Supply Technician	\$50.33	\$51.84	\$53.39	\$54.99	\$56.64
All	Supvr, Sr. Operational Eff.	\$66.40	\$68.39	\$70.44	\$72.55	\$74.73
All	Sr Clerk, Warehouse	\$33.59	\$34.60	\$35.64	\$36.71	\$37.81
All	Lead, Inspector	\$66.40	\$68.39	\$70.44	\$72.55	\$74.73
All	Technician, Logistics	\$26.68	\$27.48	\$28.30	\$29.15	\$30.03
All	ALSE Tech Lead	\$60.41	\$62.23	\$64.09	\$66.02	\$68.00
All	Supervisor, Quality	\$73.39	\$75.59	\$77.86	\$80.20	\$82.60
All	Analyst, Operations	\$54.97	\$56.62	\$58.32	\$60.07	\$61.87
All	QC Insp, Lead (Log)	\$60.41	\$62.23	\$64.09	\$66.02	\$68.00
All	Assoc Tech Writer	\$60.41	\$62.23	\$64.09	\$66.02	\$68.00
All	NDT Level III Supervsr	\$66.40	\$68.39	\$70.44	\$72.55	\$74.73
All	GSE Mechanic	\$56.86	\$58.56	\$60.32	\$62.13	\$63.99
All	Administrator, IT Applications	\$50.33	\$51.84	\$53.39	\$54.99	\$56.64
All	Manager, Maintenance	\$81.13	\$83.57	\$86.07	\$88.66	\$91.32
All	Lead, Tooling	\$46.08	\$47.46	\$48.88	\$50.35	\$51.86
All	Lead, Stockroom Specialist	\$46.08	\$47.46	\$48.88	\$50.35	\$51.86
All	Sr. Manager, Ops Support	\$100.25	\$103.26	\$106.36	\$109.55	\$112.83

## Labor Category Descriptions

### *Logistics Technician*

**Minimum Education and Experience:** High school diploma and one (1) year of experience.

**Functional Responsibilities:** To receive, supply, dispatch, expedite and deliver parts in support of our customers' requirements. Locate inventory into correct shelf locations, pick inventory for shipment to customers and perform inventory cycle counts. Update company logistics database accurately when deployed and in a timely manner. Ensure all customer requirements are understood and dealt with as efficiently as possible. Maintain effective communications with all relevant stakeholders, internal and external. Assist in unloading of incoming inventory from deliveries, including requirement to operate forklift equipment, load & unload vehicles.

### *Material Handler*

**Minimum Education and Experience:** High school diploma. Two (2) years warehouse shipping, receiving or inventory picking experience highly desired. Must possess computer skills and be able to work with minimal supervision. Familiarity with warehousing and supply chain management programs a plus.

**Functional Responsibilities:** Responsible for the picking, delivery and inventory management of parts and materials within an aircraft hangar environment generated by customer orders. Deliver materials to assigned customers via forklift and or motorized cart. Assign materials to locations in hangars and associated aircraft. Operate forklift to move materials. Un-load trucks and count receipts for accuracy. Inventory materials. Report damage upon receipts.

### *Warehouse Clerk*

**Minimum Education and Experience:** High school diploma and one (1) year related experience and or training.

**Functional Responsibilities:** Unload incoming inventory from trucks. Stock inventory onto shelf locations. Pick inventory for shipment to customers or repair vendors. Perform inventory cycle counts. Research missing parts and report any discrepancies. Operate forklift equipment.

### *Senior Warehouse Clerk*

**Minimum Education and Experience:** High school diploma. Computer keypunch experience preferred. At least five (5) years previous experience in warehousing, handling inventory and bar code equipment. Knowledge of a variety of practices and procedures within the aviation field.

**Functional Responsibilities:** Ensure that inventory is properly categorized and accounted for. Receive inventory as needed and ensure that the entire shipment is unloaded. Unload incoming inventory from trucks. Stock inventory onto shelf locations. Pick inventory for shipment to customers or repair vendors. Perform inventory cycle counts. Research missing parts and report any discrepancies. Operate forklift equipment.

### *Warehouse Lead*

**Minimum Education and Experience:** High school diploma and one (1) year of related experience and/or training. Computer keypunch experience. Logistics and government property experience a plus. Aviation depot level repairable. Previous experience in warehousing, handling inventory, and bar code equipment. Must have great organization, communications and time management skills. Must adequate to the safety policy.

**Functional Responsibilities:** Ensure that all inventory is properly categorized and accounted for. Receive inventory as needed and ensure that the entire shipment is unloaded. - Ensure that all warehouse personnel follow policies and procedures for inventory-handling. Direct warehouse personnel as necessary. Unload incoming inventory from trucks. Stock inventory into shelf locations. Pick inventory for shipment to customers or repair

vendors. Perform inventory cycle counts. Research missing parts to find current locations. Operate fork lift equipment.

### ***Expeditor***

**Minimum Education and Experience:** High school diploma and one (1) year related experience and/or training.

**Functional Responsibilities:** Coordinate the movement of parts between vendors, customers, Parts Rooms and production, while keeping the Project Manager informed of all material situations and ensuring overall customer satisfaction. Track Status of all materials/parts required, on order, or out for repair on the project. Sends out parts for exchange, core returns, and repairs. Expedites movement of parts between vendors, customers, Parts Rooms and production. Communicates priorities among all parties. Keep Project Manager informed of all material situations. Keep records of all material situations throughout the project.

### ***Shipping/ Receiving Specialist Lead***

**Minimum Education and Experience:** High school diploma and one (1) year of related experience and/or training. Previous experience in warehousing, handling inventory, and bar code equipment. Computer keypunch experience. Knowledge of on line courier systems, fork lift operations, and packaging machines.

**Functional Responsibilities:** Responsible for the on time and accurate shipping of inventory utilizing the operations in house system and is expected to continually improve the efficiency of the operation through effective use of people, systems, and equipment. Accountable for the development and motivation of employees to departmental objectives and company policies and procedures. Direct subordinates in the daily operation of shipping functions for Shipping Department. Must be capable of training new hires, organizing workflow, identifying priorities and ensuring accuracy of shipments. Ensure compliance of employees to all corporate and departmental work policies and procedures. Must interface effectively with all levels of management in many diverse departments. Maintain compliance with regulatory agencies and ensure all areas remain in ISO and corporate compliance. Monitor and establish production levels in the shipping areas of the warehouse. Establish and monitor employee development and cross training efforts. Certified and trained properly in hazardous shipping according to all current IATA regulations. Experience with international shipping and understanding of customs regulations.

### ***Tooling Lead***

**Minimum Education and Experience:** Associates degree (A.A.) and four (4) years of experience. Basic blueprint understanding and schematic interpretation skills preferred. Knowledge of MS Word, Excel and Outlook. Knowledge of AAR StAAR tooling data base preferred.

**Functional Responsibilities:** Responsible to the Manager of Tooling and GSE for all functions assigned to control and serviceability of Tooling and GSE at the facility. Responsible for ensuring that applicable RSM and P&P relating to tool control and calibration are adhered to and followed at all times. Responsible for the performance of his own work and the work of his crew. Administer proper calibration and tool inventory control of all tools in the facility. Ensuring Tool Crib Attendants are trained and follow tooling policies and procedures in accomplishing their assigned task. Assuring proper staffing and assignment of personnel as directed by the Manager of Tooling and GSE. Assuring all calibration records are correct and maintained per AAR RSM and P&P. Updates and advises Manager of Tooling and GSE on daily changes. Work with Production and Customer Representatives to ensure all necessary tooling is available for all aircraft visits. Work with Materials Department for the control and issuing of aircraft parts and materials. Makes sure that continued maintenance and proper turnover is maintained between shifts.

### ***Quality Assurance Specialist***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) and eight (8) years of experience.

**Functional Responsibilities:** Performs visual and electronic, electrical and mechanical inspection and testing of parts and products. Works to achieve minimum defect levels while improving overall quality and customer satisfaction levels. Observes and monitors production operations for functioning, operation, and accuracy to verify adherence to functional specifications. Ensures compliance with ISO and assigned governmental and divisional quality policies, programs, plans, and procedures and applies them consistently and accurately. Audits work policies, practices, processes, records and documentation for compliance and makes corrections as required. Ensures compliance with governmental regulations. Executes changes in methods, sampling techniques and control procedures and processes to ensure maximum quality for cost. Coordinates with other departments, including operations, engineering, HR, accounting and sales to implement approved programs. Prepares accurate and timely preparation of error and/or salvage reports.

### ***Stockroom Specialist Lead***

**Minimum Education and Experience:** High school diploma and one (1) year of related experience and/or training. Must have valid driver's license.

**Functional Responsibilities:** Responsible for overseeing all duties of the Shipping and receiving personnel ensuring production is supported at all times. Ensure all shipments meet the proper regulations. Track all shipments through computer system ensuring all freight is logged. Determine method of shipment based on product being shipped. Track all inbound and outbound to ensure the proper charging of freight cost are applied. Maintain inventory of shipping materials and supplies.

### ***IT Applications Administrator***

**Minimum Education and Experience:** Associates degree and four (4) years of experience in a similar role. Minimum of two (2) years' experience in internal customer and end user support roles and software application administration or development. Must be proficient with technology (hardware, software, terminal services).

**Functional Responsibilities:** Responsible for working with internal customers on application and existing work process issues, along with new process development initiatives. Responsible for the automation, reporting, project management and decision support projects. Lead distribution of controlled manuals to remote electronic Technical Publication Library locations. Ensure classification of Trade Compliance export data. Oversee the purchase and renewal and functional issues of manuals from Original Equipment Manufacturers (OEM). Provide technical assistance to end users for various programs or server issues. Maintain Technical Publications link library and card catalog. Act as representative for any external or internal audits related to technical publication compliance. Implement technical publications enterprise solutions to leverage existing and industry leading technology.

### ***Supply Technician***

**Minimum Education and Experience:** High school diploma and five (5) years of experience as a Supply Technician. Effective communications skills in English. Must possess and/or obtain a Secret Security Clearance prior to hire.

**Functional Responsibilities:** Provides oversight and assists with the most technical and complex quality control monitoring of all program Shipping and Receiving deliverables in logistics to include but not limited to GSE, vehicle maintenance, fuels, and warehousing. Assists in the development of new monitoring methods and procedures. Prepares, organizes, and reviews all required quality control documentation. Responsible for ensuring compliance with recognized standards and practices. Reviews all documentation for completeness, accuracy, and correctness. Performs aspects of technical supply management work related to depot, local, or other supply activities. Assignments usually relate to stable or standardized segments of technical supply management operations; or to functions or subjects that are narrow in scope or limited in difficulty.

### ***Logistics Analyst***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.). At least three (3) years of experience with Microsoft Word, Excel and Access mandatory.

**Functional Responsibilities:** Performs diversified duties including reports preparation, data collection, trend analysis, reconciliation reports, and business and process documentation. Establishes and maintains an appropriate filing system to retrieve needed materials efficiently. Make recommendations to improve business processes within functional department. On a regular and continuous basis, exercises administrative judgment and assumes responsibility for decisions, consequences, and results having an impact on people, costs, and/or quality of service within the functional area. Assists in the development of all types of budgets, including contract line items usually defined by purchase orders. Analyzes budget patterns, program expenditures, and prepares budget reports for management. Uses various software applications, such as spreadsheets, relational databases, statistical packages, and graphics packages to assemble, manipulate and/or format data and/or reports.

### ***GSE Mechanic (GSE Lead)***

**Minimum Education and Experience:** High School Diploma. Minimum of ten (10) years of experience, of which at least six (6) years must be specialized in supporting the aerospace/aviation industry.

**Functional Responsibilities:** Oversees an organization's operation and maintenance of all ground support equipment (including aviation GSE). Develop and implement ground support equipment preventive maintenance programs, manage budgets, and manage a staff of personnel and report to a senior manager. Diagnoses malfunctions and repairs Ground Support Equipment (GSE). Advises and trains lower grade workers on diagnosis and repair of less complex repair/maintenance problems, inspects and approves completed maintenance actions. Position requires a U.S. Department of State Moderate Risk Public Trust (MRPT). Perform other duties as assigned.

### ***Operations Analyst***

**Minimum Education and Experience:** Associates degree (A.A.) and four (4) years of experience.

**Functional Responsibilities:** Responsible for monitoring and measuring processes to enhance the operational efficiency of the Inventory Programs. Serve as primary contact internally and externally for program metrics. Monitor, track and report internal and external measurements relating to the operation of the inventory programs. Work with analysts to ensure technical requirements are known and are utilized effectively. Develop, monitor, track, and report accuracy of existing inventories. Coordinate Inventory Programs requirements with Product Lines. Identify opportunities to reduce operating costs. Identify opportunities to enhance inventory programs internal processes resulting in increased operational efficiency.

### ***Lead Logistics QC Inspector***

**Minimum Education and Experience:** High school diploma. Minimum ten (10) years of experience, of which eight (8) must be specialized in supporting an aviation/aerospace program. Must have completed an apprenticeship and/or formal training as an aviation/aerospace QC Technician. Strong English speaking and written communication skill.

**Functional Responsibilities:** Responsible for providing leadership, vision and daily task guidance to the Logistics Quality Control team working in all areas of logistics functions to include, but not limited to, warehousing, vehicle maintenance, GSE maintenance. Assist Quality Control Manager in determining need for Quality Organization and Processes to support new and developing programs as part of customer proposal process. Assist with coordination and implementation of quality organization and processes at program sites. Establish and sustain on-going Continuous Process Improvement policies and procedures. Ensure that all incoming transfers and RMR's are processed properly.

### ***ALSE Tech Lead***

**Minimum Education and Experience:** High school diploma. Minimum seven (7) years' experience in aviation life support equipment servicing, inspection, and maintenance. Minimum three (3) years supervisory experience for lead applicants. Ability to read, write and speak English.

**Functional Responsibilities:** Responsible for the inspection and maintenance of life support equipment and conducts aircrew training. Maintain records on inspection. Maintain expiration dates and supply inspects and records all controlled items used in first aid kits and vests. Maintain safety procedures and cleanliness of shop. Maintain library of ALSE regulations, procedures, and technical manuals. Carries out supervisory responsibilities in accordance with the organization policies and applicable laws.

### ***Associate Technical Writer***

**Minimum Education and Experience:** High School diploma and one (1) year of experience. Proficient in Microsoft Office (Word, Excel, Publisher and Power Point). Position requires a U.S. Department of State Moderate Risk Public Trust (MRPT). Excellent grammar, technical writing and editing skills. Excellent knowledge of acquisition policies and procedures, coupled with ability to identify required technical solutions.

**Functional Responsibilities:** Ability to successfully write technical manuals in compliance with TMCR, military specifications and all styles of manuals and engineering drawings. Assist with reviewing engineer drawings and other data relative to operation, maintenance, and service of equipment. Assist with edits, standards, or changes to material prepared by other writers and illustrators. Knowledgeable of MIL-STD 38784, technical order general style and format, and other specifications as required.

### ***Warehouse Supervisor***

**Minimum Education and Experience:** Associates degree (A.A.) and four (4) years of experience.

**Functional Responsibilities:** Work with the Warehouse personnel (if applicable), in conjunction with the Program Manager or, to monitor, direct, and ensure that all incoming shipments are received properly and all outgoing shipments are sent in a timely and proper fashion. Design and implement work methods and procedures to increase productivity and improve service in the warehouse. Ensure cross training of duties is conducted to the lowest level. Ensure support equipment is maintained and serviceable. Work with Management to ensure program metrics are met.

### ***Senior Inventory Analyst***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) and eight (8) years of experience. PC Literate (Word, Excel, Access. Competent with relational databases, complex spreadsheets, and statistical software packages

**Functional Responsibilities:** Support and leads the inventory management programs and will carry out a variety of tasks and functions in support of the customer. Responsible for forecasting and planning needs to maintain proper inventory levels, inventory mix, and to oversee the overall efficiency of the program for both rotatable and expendable parts. Create and implement detailed data collection plans to acquire all necessary data elements to create statistical inventory forecast for rotatable and expendable components. Analyze and interpret complex customer data to ensure optimal and accurate forecasts. Ensure Inventory Analysts are proficient with proprietary forecasting software. Facilitate statistical forecasting, inventory management, replenishment planning, and purchase order management for existing programs and new business development. Develop and maintain forecast model for high dollar, high demand items based on expected and actual demand rates, work scope, and scrap rates. Produce periodic optimized forecasts, which combine the statistical and logical forecast model into an overall forecast meeting contractual requirements.

### ***Operations Supervisor***

**Minimum Education and Experience:** High school diploma. Must have a minimum of one (1) year related experience and/or training. A&P License required.

**Functional Responsibilities:** Responsible for all phases of the maintenance, to include planning, inspection, repair and service of aircraft. Plans, organizes, and supervises aircraft and associated equipment maintenance. Plans and schedules work assignments, workloads and maintenance procedures. Checks methods and techniques employed in inspection, maintenance, repair, service and modification of aircraft and installed equipment. Establishes priorities for maintenance requirements within scope of authority. Observes performance to ensure compliance with publications, technical orders and work standards are met.

### ***Aircraft Mechanic 1***

**Minimum Education and Experience:** High School diploma. Eight (8) years of direct experience in aircraft maintenance, civilian or military technical school degree, and Airframe & Power Plant (A&P) License. Must have current FAA issued Mechanic certificate with both Airframe & Powerplant ratings. Must be able to obtain and maintain a U.S. Department of State Moderate Risk Public Trust (MRPT). Must have a valid U.S. passport. Must have prior experience maintaining specific assigned aircraft. Must be able to perform the full range of airframe and engine maintenance, repair, modifications, inspections and servicing of aircraft in accordance with approved methods, techniques and practices and certify accomplished work. This entails the ability to: troubleshoot engines and systems; read and understand technical manuals and schematics; read and interpret all instruments; use special test equipment and tools; research the technical library; perform full system checkouts on all aircraft systems; perform mechanic test flight duties; and perform complete servicing of aircraft. The mechanic may be required to accompany aircraft on project flights away from the work site and perform aircraft maintenance at various locations.

**Functional Responsibilities:** The maintaining of aircraft and their associated engines and sub-systems to ensure airworthiness. Repairs, replaces and rebuilds aircraft structures, such as cowlings and fuselage, and functional components including rigging, surface controls, and plumbing and hydraulic units; using hand tools, power tools, machines and equipment such as shears, sheet metal brake, welding equipment, rivet gun and drills. Reads and interprets manufacturer maintenance manuals, military technical manuals, service bulletins, and other related documentation to determine feasibility and method of altering or repairing the aircraft and its associated components, determining the airworthiness of the aircraft and its associated components and replacement for malfunctioning or damaged components. Inspects engines and their associated components for airworthiness; repairs or replaces defective engine parts and associated components; removes and installs engines onto the aircraft. Troubleshoots, repairs and replaces electrical wiring and associated components. Performs miscellaneous duties to service aircraft, including hydraulic system servicing, engine oil replenishment, aircraft systems lubrication, aircraft fueling, etc. Interacts with Company maintenance control, the customer and manufacturer in matters that concern the airworthiness of the aircraft, operational readiness of the aircraft and issues related to the troubleshooting of the aircraft system.

### ***Aircraft Mechanic 2***

**Minimum Education and Experience:** High School diploma. Six (6) years of direct experience in aircraft maintenance, civilian or military technical school degree, and Airframe & Power Plant (A&P) License. Must have current FAA issued Mechanic certificate with both Airframe & Powerplant ratings. Must be able to obtain and maintain a U.S. Department of State Moderate Risk Public Trust (MRPT). Must have a valid U.S. passport. Must have prior experience maintaining specific assigned aircraft. Must be able to perform the full range of airframe and engine maintenance, repair, modifications, inspections and servicing of aircraft in accordance with approved methods, techniques and practices and certify accomplished work. This entails the ability to: troubleshoot engines and systems; read and understand technical manuals and schematics; read and interpret all instruments; use special test equipment and tools; research the technical library; perform full system checkouts on all aircraft systems; perform mechanic test flight duties; and perform complete servicing of aircraft. The mechanic may be required to accompany aircraft on project flights away from the work site and perform aircraft maintenance at various locations.

**Functional Responsibilities:** Maintaining of aircraft and their associated engines and sub-systems to ensure airworthiness. Repairs, replaces and rebuilds aircraft structures, such as cowlings and fuselage, and functional components including rigging, surface controls, and plumbing and hydraulic units; using hand tools, power tools,

machines and equipment such as shears, sheet metal brake, welding equipment, rivet gun and drills. Reads and interprets manufacturer maintenance manuals, military technical manuals, service bulletins, and other related documentation to determine feasibility and method of altering or repairing the aircraft and its associated components, determining the airworthiness of the aircraft and its associated components and replacement for malfunctioning or damaged components. Inspects engines and their associated components for airworthiness; repairs or replaces defective engine parts and associated components; removes and installs engines onto the aircraft. Troubleshoots, repairs and replaces electrical wiring and associated components.

### ***Aircraft Mechanic 3***

**Minimum Education and Experience:** High School diploma. Must have four (4) years of direct experience in aircraft maintenance, civilian or military technical school degree, and Airframe & Power Plant (A&P) License. Must have current FAA issued Mechanic certificate with both Airframe & Powerplant ratings. Must be able to obtain and maintain a U.S. Department of State Moderate Risk Public Trust (MRPT). Must have a valid U.S. passport. Must have prior experience maintaining specific assigned aircraft. Must be able to perform the full range of airframe and engine maintenance, repair, modifications, inspections and servicing of aircraft in accordance with approved methods, techniques and practices and certify accomplished work.

**Functional Responsibilities:** Maintaining of aircraft and their associated engines and sub-systems to ensure airworthiness. Repairs, replaces and rebuilds aircraft structures, such as cowlings and fuselage, and functional components including rigging, surface controls, and plumbing and hydraulic units; using hand tools, power tools, machines and equipment such as shears, sheet metal brake, welding equipment, rivet gun and drills. Reads and interprets manufacturer maintenance manuals, military technical manuals, service bulletins, and other related documentation to determine feasibility and method of altering or repairing the aircraft and its associated components, determining the airworthiness of the aircraft and its associated components and replacement for malfunctioning or damaged components. Inspects engines and their associated components for airworthiness; repairs or replaces defective engine parts and associated components; removes and installs engines onto the aircraft.

### ***Aircraft Avionics Tech 1***

**Minimum Education and Experience:** High School Diploma. Must have two (2) years of experience in aircraft electronics installation, troubleshooting and repair. Must be able to obtain and maintain a U.S. Department of State Moderate Risk Public Trust (MRPT). Possess or the ability to obtain and maintain a Department of Defense (DoD) Secret Security Clearance for OCONUS assignments.

**Functional Responsibilities:** Performs avionics and electrical maintenance tasks, modifications and repairs as directed. Ensures quality maintenance is performed on the aircraft and in-shop following established Safety procedures. Works closely with other mechanics on the modification, troubleshooting, and repair or inspection of: electronic fuel quantity indicating systems, electronic fuel systems, engine and utility indicating systems, electrical systems, communications, and navigation systems. Uses special test equipment and procedures peculiar to each system to locate and isolate defective units and interconnecting wiring. Removes, bench checks, repairs, adjusts, and installs serviceable components and operational check system to ensure normal operation.

### ***Aviation Safety Manager***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.). Minimum eight (8) years of experience as an Aviation Safety Officer Manager. FAA Commercial and Instrument Airman's Certificates -any category or class. Completion of a U.S. military, FAA, NTSB or accredited university aircraft accident investigation course. Formal training in OSHA, EPA, and hazardous material waste storage, handling, and disposal procedures required before or subsequent to assignment. Must have an FAA Commercial Pilots License Instrument, with at least 1,500 hours of in aircraft flight time (R W is preferred). Experience dealing with safety and environmental laws, rules, and regulations is required. Extensive experience in risk management and mitigation. Prior experience as an instructor pilot, standardization pilot, and or instrument flight examiner is desirable. Ability to read, write and speak English. Must possess or the ability to obtain and maintain a Department of Defense (DoD) Secret Security Clearance for OCONUS assignments.

**Functional Responsibilities:** Leads a team of safety professionals who establish AARs safety management standards and coordinate and support the operation of the Company safety management system (SMS). Responsible for delivering all centralized SMS programs and for providing expertise to support company-wide compliance with applicable safety management regulations and company standards. Lead and train a team of safety professionals to deliver consistent, high quality services. Maintain a collaborative and supportive team environment based on trust, communication and competence. Collaborate with internal and external stakeholders in developing and maintaining our industry-leading safety management system. Conduct or participate in independent safety investigations. Establish short term and long term team objectives. Manage ongoing development and review of the Company safety management plan. Manage continuous improvement of the safety management system. Manage planning and delivery of the Company-wide safety communication plan. Liaise with Regulatory Authorities, OEMs, Outside Advisory Groups, Industry Advisory Committees, NTSB, Etc. Develop, and document, communicate, and train internal safety management processes and standards. Provide direct support to internal stakeholders to ensure AAR compliance with applicable safety management regulations and standards. Analyze safety information to support reactive, proactive and predictive safety management activities. Produce and deliver regular and ad-hoc reports and presentations on safety management programs. Maintain Safety documents and records in accordance with applicable documentation standards.

### ***NDT Level III Supervisor***

**Minimum Education and Experience:** Associates degree (A.A.). Four (4) years' experience in Aircraft NDT. ASNT Level III Certification or equivalent for 4 or more applicable NDT Disciplines. Ability to correctly use one or more types of applicable NDT equipment.

**Functional Responsibilities:** Perform, lead and instruct assigned NDT personnel using current NDT inspection methods and techniques on customer aircraft or components as per applicable instructions and procedures. Perform NDT inspections in compliance with customer work instructions and AAR procedures and policies. Record all inspection functions on applicable paperwork in accordance with the AAR procedures or as required by the customer. Responsible for Non-Destructive Testing (NDT) of aircraft and components. Have the skills and knowledge to interpret codes, standards, and other contractual documents that control the NDT method(s) as used by the employer. Capable of assuming technical responsibility for the NDT facility and staff. Approve NDT procedures and work instructions for technical adequacy. Have a general knowledge of other NDT methods, product manufacturing, and inspection technologies used by the employer. Conduct NDT for the acceptance of parts and document the results if a demonstration of proficiency in this ability was included in the practical examination. Position requires U.S. Security Clearance.

### ***Senior Operational Efficiency Supervisor***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) and eight (8) years of experience.

**Functional Responsibilities:** Responsible for monitoring and measuring processes to enhance the operational efficiency of the inventory and repair programs. They will assist the program managers and will coordinate efforts among the purchasing, repair, engineering, and customer service teams, including, but not limited to providing focus on meeting contractual commitments, increasing margins, and improving the internal processes of the inventory programs. Liaise with appropriate personnel to ensure initiatives set forth by management are communicated effectively, tracked and reported. Collect and manage status reports on current programs, ongoing initiatives, and all other relevant information requested by management. Monitor, track and report internal and external measurements relating to the operation of the inventory programs. Assign personnel to various projects and direct activities as directed. Identify opportunities to enhance inventory position, including surplus inventory. Identify opportunities to reduce operating costs. Identify opportunities to enhance inventory program internal processes resulting in increased operational efficiency. Document and communicate process and procedures related to the performance metrics. Lead efforts to train team members on existing and/or newly developed processes and procedures. Assist in start-up of new programs.

### ***Inspector Lead***

**Minimum Education and Experience:** Associates degree (A.A) and four (4) years of experience. FAA A&P License required.

**Functional Responsibilities:** Ensure that all incoming and outgoing materials go through the proper levels of inspection, according to both AAR and ISO 9000 standards. Lead outgoing and/or incoming inspection. Process incoming and outgoing material. Enforce Quality Control requirements per the ISO 9000 and customer requirements per the ISO 9000 and customer requirements manual. Administer effective training and on the job training of Quality Control inspectors. Assist Quality Manager in reviewing and updating department standards.

### ***Maintenance Controller***

**Minimum Education and Experience:** High School diploma and minimum three (3) years of experience. Current FAA issued Mechanic certificate with both Airframe & Powerplant ratings. Intermediate proficiency with Microsoft office products. Excellent written, communication and organizational skills.

**Functional Responsibilities:** Provide a single point of contact for maintenance issues and coordination with flight operations department so as to support our aviation maintenance functions worldwide. Coordinate with the flight crew in order to determine aircraft status and be responsible for making arrangements to return the aircraft to service utilizing the M.E.L., outsourced maintenance, or by dispatching AAR personnel. Coordinate travel requirements in support of AOG recovery personnel. Requisition long lead time items via the computerized maintenance software. Post upcoming tasks to work orders when appropriate. Requisition and assist with the pre-positioning of parts for scheduled maintenance. Follow up and monitor delivery of parts/materials for both scheduled and unscheduled maintenance. Communicate with Maintenance Coordinator RW/FW and or site leads for current aircraft status. Assist with Tech Log and data entry as needed. Provide a daily report of delays and cancellations due to maintenance. Advise QA of any MRR/SDR/MISR events, NTSB reportable events.

### ***Quality Supervisor***

**Minimum Education and Experience:** Associates degree (A.A.) and four (4) years of experience. In depth knowledge and prior experience with FAR Part 45. FAA A&P License required.

**Functional Responsibilities:** Develop and maintain a system to assure that all products accrued by suppliers and supplied to customers meet AAR specifications to achieve superior quality. Assists in the implementation of the quality program to ensure conformity of purchased material and final products. Meets with vendors, customers, quality representatives, and company personnel to discuss and resolve quality problems as required. Prepares for and represents the company during all customer on-site audits. Prepares all necessary reports as required by customers and staff personnel (progress, status, productivity). Suggests alternative methods and procedures in solving problems and meeting changing market opportunities. Reviews technical problems and procedures of departments and recommends solutions to problems or changes in procedures. Ensure that all incoming material and RMR's are processed properly. Assist On-Site Team Leader in reviewing and updating department standards. Lead and direct the Operations Personnel to increase productivity and quality of work. Administer effective training and on the job training of Operations Personnel. Conduct internal quality audits. Establish operational procedures for activities such as verification of incoming and outgoing shipments, handling and disposition of materials, and keeping warehouse inventory current. Inspect physical condition of warehouse and equipment. Prepare work order for repairs and requisitions for replacement of equipment. Participate in planning personnel safety and plant protection activities. Obtain the necessary business permits. Control the total maintenance of facility. Maintain a preventative maintenance program including heating, air conditioning, maintenance and repair of buildings and equipment. Oversee projects completed by outside contractors. Coordinate and communicate build-out activity with employees, building management and contractors while maintaining a fully functioning office with minimum disruption. Track and process invoices and all other payment-related documents from architects, contracts and consultants. System administrator for AAR Access Control System. Overseeing complete Security and Fire system. Facilitate plan for fire evacuation and disaster response. Serves as facility Emergency Response Coordinator. Responsible for hazardous waste disposal programs. Maintain up to date records for all state, federal, and insurance semiannual and annual inspections.

### ***Logistics Supervisor***

**Minimum Education and Experience:** A.A./A.S or equivalent from two-year college or technical school; or related experience and/or training; or equivalent combination of education and experience. Minimum ten (10) years logistics experience. Strong knowledge of international shipping of aircraft parts. ITAR regulations and compliance as it pertains to shipping aircraft parts. Excellent process development skills.

**Functional Responsibilities:** Determines overall support requirements, including facilities, personnel, safety, and maintenance. Assists and coordinates program activities designed to ensure effective and economical support. Responsible for supervising all logistics, procurement and support services functions in a high-visibility, fast-paced international settings. Reports in writing and orally to contractor management and government representatives. Anticipates problems and works to mitigate anticipated problems. Provides technical direction for specific projects assigned. Serves as a technical authority for various functional areas. Ensures tasks are completed within estimated time frames and budget constraints. Schedules and assigns duties to direct reports. Conducts the research necessary to develop and revise Host Nation training plan. Provides daily supervision and direction to staff. Monitors each task and keeps the Logistics Manager and Country Site Managers abreast of all problems and accomplishments. Understand all logistic requirements for the DoS location assigned. Determines logistic support sequence and time phasing for the site. Anticipate logistics problems related to operational areas and environmental and human factors and determines contingency requirements and solutions. Design and conduct research or technical studies to support logistic functions. Work closely with the Country Site Managers to ensure continuous and uninterrupted operations. Position requires a U.S. security clearance.

### ***Crew Chief Flight Engineer***

**Minimum Education and Experience:** High School Diploma or GED. Minimum of five (5) years as a licensed A&P aircraft mechanic with experience on helicopter and associated sub systems. Night Vision Goggle (NVG) qualified and 150 hours of NVG experience. Minimum of 650 total rotary wing flight hours. FAA Airframe and Power Plant Mechanics License. Current FAA Class III Medical Certificate.

**Functional Responsibilities:** Participate as a non-rated crew member on approved missions flown in support of an US Government contract as instructor for Non-Rated Crew members Standardization. Responsible for accomplishing all required Load Master (non-rated crew member) duties in accordance with policies and procedures. Perform duties under the supervision of the Pilot-Command to include but are not limited to, aircraft configuration changes to support alternate missions, aircraft cargo, personnel loading and unloading operations and passenger safety briefings. Perform non-rated crewmember duties in accordance with aircrew training program requirements. Plan and perform airdrop operations. Plan and perform loading and unloading activities, compute the center-of-gravity position and ensure it is within prescribed limits at all times. Ensure the cargo compartment is properly configured for each mission. Verify and maintain a manifest for cargo and/or personnel. Supervise and participate in loading/unloading operations. Ensure cargo and passengers are properly restrained. Confirm security of cargo and passengers as necessary. Supervise passengers during routine and emergency operations. Report any malfunction, maintenance or safety concern to the Pilot-in-Command. Perform emergency procedure actions as required by applicable directives and/or the Pilot-in-Command. Perform aircraft servicing duties including fueling operations, aircraft configuration changes as required. Position requires a U.S. security clearance. Perform routine OCONUS travel and within CONUS travel as required.

### ***Programs Manager***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) and eight (8) years of experience.

**Functional Responsibilities:** Coordinate efforts with product teams, including, but not limited to, providing focus on increasing margins, meeting commitments, improving customer service, and enhancing the operational efficiency of the teams in order to support the selling function of the product lines. Ensure that all program objectives meet or exceed contractual obligations. Communicate to Senior Management any problems and suggested solutions. Ensure that the Product Lines are developing adequate sales strategies and are identifying new sales targets. Coordinate and communicate with the sales force to secure sales. Prepare reports for Management and Senior Management on sales,

performance, and savings. Liaise with the appropriate personnel within the logistics chain to organize and expedite inventory shipments, purchase orders and repair orders.

### ***Maintenance Manager***

**Minimum Education and Experience:** High School diploma and ten (10) years of experience. Federal Aviation Administration Airframe and Power Plant License. Knowledge and understanding of applicable Maintenance Program. Excellent oral and written communication skills. Proficient in MS Office (Word, Excel, Access, PowerPoint).

**Functional Responsibilities:** Responsible for the oversight of all maintenance functions for the job site. The duties include, but are not limited to: the oversight of aircraft servicing, maintaining and repair; reporting of aircraft status; oversight of all site maintenance personnel and personnel status and or disposition; recommendation on applicants for hire and promotion; liaison between maintenance and intercompany departments and company management; technical and logistical support for site issues; technical support for aircraft. Serve as a point of contact for technical support issues relating to the assigned program. Assist in the development, implementation and supervision of standard operating procedures for maintenance functions based upon their operating environment and circumstances. Address any areas of concern or non-compliance as requested by the Program Manager. Assist in the research and development of the requirements for program, as well as the deployment of parts, tooling, personnel, support equipment, and aircraft. Act as liaison with Program Management personnel relating to all maintenance/technical issues that arise related to damage repairs, modifications or any issues driving interaction with the aircraft or related appliance. Work with other departmental Managers to assist in the selection and training efforts to recruit and train personnel for existing program as required. Responsible for the coordinating efforts with MOC Planning personnel and Site Maintenance Management to schedule, and plan for scheduled, maintenance events so as to minimize aircraft downtime and mitigate training time loss. Responsible for the coordinating efforts with Logistics personnel to insure that materials, parts and tooling are on site, and available, for the timely accomplishment of scheduled and unscheduled maintenance events. Coordinates with Logistics Rotables personnel to insure required components are sent out for repair, and repositioned back to KIA in a timely manner. Liaison with various vendors when necessary to expedite the parts procurement, and parts or airframe repair process. Must effectively interact with Company and customer representatives as well as with representatives of on-site business or military entities.

### ***Operations Manager***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) and eight (8) years of experience.

**Functional Responsibilities:** Directs and coordinates activities of production department(s) in processing materials or manufacturing products in industrial organization by performing the following duties personally or through assigned team members. Coordinates production, distribution, warehousing in accordance with policies, principles and procedures established by General Manager in order to achieve divisional and customer objectives. Develops plans for efficient use of materials, machines and employees. Reviews production costs and product quality, and modifies production and inventory control programs to maintain and enhance profitable operation of division. Reviews production orders or schedules to ascertain product data such as types, quantities, and specifications of products and scheduled delivery dates in order to plan department operations. Directs the planning department in planning operations, establishing priorities and sequences for manufacturing products. Reviews production and operating reports and resolves operational, manufacturing and maintenance problems to ensure minimum costs and prevent operational delays. Develops or revises standard operational and working practices and observes workers to ensure compliance with standards. Consults with engineering personnel relative to modification of machines, equipment or processes in order to improve production and quality of products. Conducts hearings to resolve or effect settlement of grievances and refers unresolved grievances for management union negotiations.

### ***On-Site Program Manager 3***

**Minimum Education and Experience:** Bachelor of Arts degree or Bachelor of Science degree. Minimum of six (6) years of relevant experience.

**Functional Responsibilities:** Coordinate efforts with Defense teams, including, but not limited to, providing focus on increasing margins, meeting commitments, improving customer service, and enhancing the operational efficiency of the teams in order to support the selling function of the product lines. Ensure that all Defense objectives meet or exceed contractual obligations. Communicate to Senior Management any problems and suggested solutions. Ensure that Defense Systems are developing adequate sales strategies and are identifying new sales targets. Coordinate and communicate with the sales force to secure sales. Prepare reports for Management and Senior Management on sales, performance, and savings. Liaise with the appropriate personnel within the logistics chain to organize and expedite inventory shipments, purchase orders and repair orders.

### ***On-Site Program Manager 2***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.). Minimum eight (8) years of experience in airline or maintenance shop planning, purchasing, or inventory control.

**Functional Responsibilities:** Provide direct management of the Supply Chain Logistics Program at or near the customers depot level maintenance facility, and coordinate with AAR program management to meet contractual commitments, improve customer service, and enhance operational efficiency of the program. The On-Site Program Manager II will also manage the execution of the contract to ensure compliance within the scope of the agreement and within the company budget. The On-Site PM II is responsible for program revenue between 20-50 million annually. Manage the receiving, packaging, handling, storage, issuing, and transporting of all material in and out of Logistics Center. Provide leadership and supervision to on-site staff, prioritize workloads, delegate tasks and responsibilities. Main point of contact with the customer's maintenance and material management organizations. Manage the Quality Control process, and maintain direct custody of all AAR and customer material located at the Logistics Center. Responsible for overall physical inventory accuracy, as well as data record integrity. Develop ongoing operating procedures between customer and AAR. Review various customer inquiries and provide responses within a timely fashion. Become familiar with all customers special and technical requirements. Monitor daily backlog reports and consignment warning lists to ensure that all customer orders are processed and delivered on time. Coordinate with the appropriate personnel within the logistics chain to organize and expedite inventory shipments in order to meet customer requirements. Communicate directly with representatives from all AAR divisions regarding additional opportunities between customer and AAR. Ensure OSHA Standards and DOT Regulations are complied with. Maintenance and upkeep of the Logistics Center facility and equipment. Ensure overall customer satisfaction. Oversee the on-site purchasing processes to procure both repairs to returned inventory and new items required to support the programs mission. Oversee the design and update of the contract in collaboration with the sub-contracts management staff of the client.

### ***On-Site Program Manager 1***

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.) Minimum of ten (10) years demonstrated success in either a military service or commercial business supporting military logistics, operations, maintenance, contracting or program management.

**Functional Responsibilities:** Has overall responsibility for the daily operation of a specific Supply Chain Management (SCM) program directly supporting U.S. military forces, allied forces, or major defense OEMs supporting those forces. Works with Directors, other Program Managers and corporate business development and contracts specialists to develop program proposals, implementation plan, business case analysis and staffing plan for the program. The On-Site PM 3 is responsible for program revenue between 0-20 million annually. Leads all program employees to support the direct performance mission and to ensure that corporate and business unit goals are met. Provides program-specific inputs for the development, implementation and execution of the overall business plan. Coordinates program activity with the Director, Defense Programs and other Program Managers to ensure that common resources and skills are leveraged across all programs. Embodies AARs mission, vision and values, and promotes them to employees, customers and stockholders. Manages program resources effectively and efficiently. Hires, trains, mentors and supports employees to ensure they have the skills to perform the mission; the resources necessary to achieve company goals; the motivation to get the job done; and the corporate support necessary to grow personally and professionally. Works with the leadership of other corporate divisions, business units and programs to support customers and programs whenever and wherever needed. Integrates program efforts with marketing and new business development campaigns.

**Senior Operations Support Manager**

**Minimum Education and Experience:** Bachelor of Arts degree (B.A.) or Bachelor of Science degree (B.S.). Successfully performed in a Manager level of Operations Support for a minimum of eight (8) years.

**Functional Responsibilities:** Responsible for collecting and managing status reports on current programs, new business, budget revisions, and all other relevant information requested by the Group Vice President and other senior leaders. Liaise with appropriate personnel to ensure initiatives set forth by Group VP are communicated effectively, tracked and reported. Collect and manage status reports on current programs, new business, budget revisions, and all other relevant information requested by Group VP. Assign personnel to various projects and directs activities as directed. Supervise the groups Administrative Assistants to ensure assigned duties are carried out accurately and on a timely basis. Coordinate with appropriate groups internally and externally to assist in the formulation of new strategies and grow the business. Independently run monthly program reviews at each facility.

**Education Substitution Criteria**

AAR allows an equivalent combination of education and relevant experience to substitute for the minimum education requirements for all labor categories. AAR's criteria for substitutions are as follows:

<b>Minimum Education Requirement</b>	<b>Equivalent Education</b>	<b>Equivalent Experience</b>
<b>High School Diploma</b>	GED	2 Years of Related Experience
<b>Associates Degree (A.A)</b>	2 Year College or Technical School Degree	4 Years of Related Experience
<b>Bachelor of Arts (B.A) or Science (B.S)</b>	4 Year College or University Degree	8 Years of Related Experience

### Service Contract Act (SCA) Matrix

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Supply Technician	01410 - Supply Technician	15-5017
Expeditor	21040 - Material Expediter	15-5017
Material Handler	21050 - Material Handling Laborer	15-5017
Shipping/ Receiving Specialist Lead	21130 - Shipping/Receiving Clerk	15-5017
Stockroom Specialist Lead	21150 - Stock Clerk	15-5017
Warehouse Clerk	21410 - Warehouse Specialist	15-5017
Lead, Warehouse	21410 - Warehouse Specialist	15-5017
Aircraft Mechanic III	23021 - Aircraft Mechanic I	15-5017
Aircraft Mechanic II	23022 - Aircraft Mechanic II	15-5017
Aircraft Mechanic I	23023 - Aircraft Mechanic III	15-5017
ALSE Tech Lead	23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	15-5017
GSE Mechanic	23380 - Ground Support Equipment Mechanic	15-5017

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (\*\*\*) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).