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Page No : 1  
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WORK ROLE: 13AC

WORKROLE TITLE: Program Management Execution Officer-DAWIA

WORKROLE DESCRIPTION:

Program Management Execution Officers-DAWIA oversee the cost, schedule, and technical performance of Information Technology (IT) acquisition, operations, and support activities. They plan programs in detail across their entire lifecycle, lead program teams and activities, direct the day-to-day running of programs, and monitor all aspects of IT acquisition. In addition, Program Management Execution Officers-DAWIA identify and defend funding requirements, prepare procurement documentation, conduct technical evaluations, and monitor expenditures. They assess contractor performance and may perform source selection evaluation duties.

ODNI CORE COMPETENCIES FOR ALL EMPLOYEES OF THE INTELLIGENCE COMMUNITY:

Adaptability	Building Professional/Technica	Continual Learning
Creative Thinking	Enterprise Perspective	Exploring Alternatives
Influencing/Negotiating	Information Sharing	Interpersonal Skills
Multi-media Communication	Oral Communication	Policy and Directives
Resource Management	Respect for Diversity	Situational Awareness
Synthesis	Written Communication	

WORKROLE FUNCTIONAL COMPETENCIES:

Skills

Advising/Consulting	Budget Management	Configuration Management
Customer Service	Integrate Disciplines	Leadership
Mediation	Organizational Representation	Process Analysis and Improveme
Project Management	Quality Assurance	Research/Information Gathering
Risk Management	Software Engineering	Strategic Planning
System Measurement	Systems Change Analysis	Systems Integration
Systems Requirements Managemen	Systems Testing	Technology Evaluation

Knowledges

Acquisition lifecycle	Acquisition mgmt processes	Analytical techniques
Budget principles & practices	Computer hardware architecture	Cost estimation
Cost-benefit analysis	Decision-making techniques	Earned value management
Ethical conduct Gvt employees	Fed/Defense acquisition regs	IC membership, mission, goals,
INFOSEC regulations and princi	Info sys design prins & practs	Metrics
NGA acquisition policies & prc	NGA org, missions, & vision	NGA products and services
NGA program impl directive	NGA security plcy & prcds	NSG community
Network architecture principle	Oversight organizations	POM/IPBS process
Software estimation techniques	Strategic planning concepts	Systems documentation use

EDUCATION/LICENSES/CERTIFICATIONS:

ENVIRONMENTAL/PHYSICAL REQUIREMENTS: