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# Example of Program Control Job Description

Our company is searching for experienced candidates for the position of program control. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for program control

* Maintains company-wide proposal metrics to document benchmarks for key processes and business unit performance
* Supports the implementation of company-wide packages for strategy / kickoff and cost / price review that outlines the competitive value proposition for the opportunity with specifics of edge in line with customer evaluation criteria
* Continuously improve business units preparation of major proposals with clarity of execution baselines of task / scope, cost baseline and critical path scheduling
* Ensures availability of business case and business analysis tool sets to assess investments (whether at a business level view or individual R&D type investments)
* Ensures proposal pricing meets the company’s return criteria by performing RONA and NPV/IRR analysis
* Ensures templates and process for timely and effective process to quickly transition of proposal cost baseline to program budget after contract award
* Develops a robust price-to-win methodology that can be tailored by the business units to improve probability of win
* Ensure effective proposal to baseline transition into SAP that assures key price and cost decisions are carried forward as baseline and target for project execution
* Monitor and expedite schedules
* Direct the development, implementation and execution of the program business rhythm through training, coordination and facilitation of CAMs, Finance and Program Planning personnel

## Qualifications for program control

* Experience writing SOPs and scientific reports is preferred
* Familiarity with statistical methods and processes is essential
* Proficiency in Microsoft Word, Excel and PowerPoint is desired
* Ability to write clear and concise scientific documents is a must
* Experience presenting to audiences of 1 to 100+ is preferred
* Ability to effectively and efficiently communicate with international colleagues is necessary