



Join an award winning, fast growing, dynamic company in providing the Federal Government, the Department of Defense and the Intelligence Community with acquisition support and the deployment of advanced technology and cutting edge complex systems; as well as intelligence, security & oversight support. Decision Technologies, Inc. has extensive experience in RF systems & missile sensors development, production transition, quality and reliability assessment, test & evaluation. We also have extensive expertise and involvement in intelligence analysis, strategic planning, and policy support. We match our capabilities to the needs of our customers to develop advanced technologies, deploy cutting edge sensor and combat systems, and deliver high-quality professional services. Join an experienced team providing exceptional support and leadership for our National interests.

Position:	Senior Human Capital Specialist
Salary Range:	Commensurate with Experience
Location:	Port Hueneme, CA
Position Status:	Full Time
Clearance:	Active DoD Secret
Education Level:	Bachelor's Degree or 5 or more years of experience in specific DOD/Navy HR Support
Relevant Work Experience:	10+ years of experience in DoD/Navy HR Support to include Human Capital Plain and Brief Development, Knowledge Management, Metrics, Analysis, and Process Improvement
Other Requirements:	US Citizen Only

Position Description:

The Sr. Human Capital Specialist shall provide on-demand timely professional support services to the Executive Director, Staff, and HR Pillar for NSWC PHD. The requirement is for Senior DOD HR SME and capable person to advise and support NSWC PHD Leadership with government hiring, the development and tracking of hiring metrics, knowledge and database management, brief development, and communication support to include messaging, and proactive thinking. Must be capable of leading small team to produce metrics showing intended outcomes of a warfare center wide hiring effort.

Primary Responsibilities:

- Proactively and re-actively respond to short and long term tasking from NSWC PHD Leadership
- Coordinate as necessary with stakeholders, to provide quality on time human capital plan products to include briefs, metrics, SOP's, point papers, and analysis.
- will work strategic hiring initiatives to assess NSWC PHD hiring data and metrics to make recommendations on gathering, filing, controlling, and maintaining data for rapid use.

- developing human capital initiatives that focus on improved business practices as well as improved data utilization, messaging and tasker responses, and technical/program execution processes.

Experience Requirements:

- 10 (+) years of experience in DOD/Navy HR Support to include Human Capital Plan and Brief Development, Knowledge Management, Metrics, Analysis, and Process Improvement
- MS Suite – Specifically Power Point, Word, Access, and Excel
- Bachelor's Degree or 5 or more years of experience in specific DOD/Navy HR Support
- Excellent interpersonal / communication skills and management skills
- Creative, poised, and flexible supporting Training Set, Fire Observation (TSFO) leadership
- DOD Secret Clearance

Desired extras:

- 12 (+) years of specific experience with NAVSEA/Warfare Center (NSWC) hiring process
- SharePoint Knowledge/Experience
- Bachelor's Degree in Human Resources Management
- SPHR or PHR Certification

We Offer:

- Competitive Salaries and Benefits Package
- Medical, Dental and Vision Insurance
- 401(K)
- Tuition Reimbursement
- Flexible Spending Accounts
- Short and Long Term Disability
- Vacation Time
- Advancement Opportunities
- Commuting Reimbursement