



Location: Aberdeen, NC
Compensation: Competitive + Performance Based Bonus
Benefits: Medical, Dental, Vision, 401K, Paid Vacation
Employment Type: Full Time

Position: Contract Manager – GSA & FedMall

Quantico Tactical is seeking an experienced **Contract Manager** to oversee all aspects of our GSA and FedMall schedules.

Why Quantico Tactical?

Quantico Tactical is a leader in providing equipment to Military and Federal Agencies via its extensive GSA Schedule, multi-billion dollar Defense Logistics Agency contracts, and various direct contracts. Our performance is proven every day as we receive, process, and make on-time worldwide delivery of orders to our 13,000+ strong customer base. Our Team Members are what make us stand out. A high percentage of our employees are military veterans with experience in an expansive array of operational specialties. This profoundly affects our corporate culture in that we are an intensely mission-focused team of professionals that embrace the values of integrity, teamwork, accountability, and unyielding dedication.

We offer a great opportunity and welcome you to play a vital role in supporting the noble cause of our military and federal customers worldwide in a dynamically growing organization.

This opportunity is located in our Corporate Headquarters in Aberdeen, NC and is not a remote position.

Duties:

- Prepare, submit and negotiate the approval of contract additions and modifications
- Upload updated catalogs to GSA Advantage and FedMall
- Directly correspond with our GSA Contracting Officer regarding contract tasks
- Identify new and discontinued products and those that need a price adjustment
- Evaluate prices against competitors
- GSA/FedMall audit preparation and contract compliance
- GSA/FedMall contract extensions and options to renew
- Identify growth and profit potential within GSA and FedMall
- Monitor sales and trends within GSA, FedMall and various other profit centers
- Negotiate with manufacturers to optimize their potential on GSA/FedMall
- Report key metrics in order to reduce expenses and improve effectiveness
- Network, partner and negotiate with reliable suppliers and maintain positive vendor relations
- Review proposals and contract awards for compliance, etc.

Skills / Knowledge:

- Extremely detail-oriented
- Ability to gather and analyze data
- Business sense with an entrepreneur mindset

- Knowledge of tactical gear a plus
- Supply chain management, logistics or relevant field is a plus
- Process and procedure driven
- Solid judgment and decision making skills
- Negotiation skills
- Working knowledge of the Federal Acquisition Regulation (FAR), Berry Amendment, Buy American Act

Qualifications:

- Bachelor's degree is required
- **Prior experience managing GSA schedules is required**
- Power user of Microsoft Office Suite with emphasis on Excel
- Successful completion of a drug screening test

Tips on Our Interview Process:

- If down-selected, you will be sent a pre-employment screening test key from Quantico Tactical. Successful completion of that assessment is required to progress through the interview process.
- A cover letter with your resume is highly encouraged.
- If you do not live in the Aberdeen, NC area but are in the process of relocating here, please point that out in your cover letter.
- For other available positions, please visit our website.

Only those candidates offered interviews will be contacted

We are proud to be an Equal Opportunity Employer
Quantico Tactical is a Service Disabled Veteran Owned ETHICAL Small Business
QuanticoTactical.com

