



Exclusive FMA Opportunity

August 18, 2010

Members,

If you are a graduating Senior or alumni still in pursuit of a full-time position, I strongly urge you to apply for the position detailed below. This posting was brought to our attention by a former FMA officer and is currently only being offered through FMA.

If you are interested, please **read the requirements thoroughly** then send your **cover letter and resume** to Professor Kamp (kamp@temple.edu) via email with the **subject "Application for MacKee Inc."**

***The deadline is next Friday, August 27th.**

Looking forward to seeing you all soon,
Judy Martin
President

POSITION INFORMATION:

OVERVIEW:

MacKee Incorporated is a woman owned small business. The company was established in May 2006 as a private consulting firm specializing in Financial and Program Management technical support services. MacKee offers a broad range of services designed to meet the needs of the US Navy and DoD (Department of Defense) Foreign Military Sales (FMS) Programs. MacKee is dedicated to provide the highest quality support services at best value to our clients. Each of the corporation's founders have over twenty years of direct experience providing financial and program management consulting services to the DoD & US Navy's Foreign Military Sales Programs.

LOCATION:

Naval Inventory Control Point of Philadelphia, 700 Robbins Avenue, 4B, Philadelphia, PA 19111

POSITION:

Provide financial management and reconciliation support for Foreign Military Sales (FMS) International Programs. Candidate must obtain the ability to organize, identify trouble areas or specific areas of need, and develop viable solutions to solve problems. Positions involve resolving complex financial problems through analysis of hard copy documentation and many government systems and databases. Attention to detail and strong analytical skills are a must! Solid writing skills are also a necessity for this position. Also required is the ability to prioritize multiple tasks on a daily basis, work independently as well as within a team, and maintain a professional attitude and appearance. Interested candidates should have solid computer skills (MS Word, MS Access or other databases, MS Excel, MS Power Point)

REQUIREMENTS:

- Experience within Department of Defense financial, procurement, and/or logistics fields
(On the job training will be provided.)
 - Days and Hours of Work: 5 days, 45 hours, flexible schedule
 - Salary Range: Commensurate with education/experience level
 - Benefits Provided: Full benefits package
 - Education Required: Bachelor's degree
 - Security Clearance: Possible requirement
 - Computer Skills: MS Office Suite (Word, Excel, Power Point, Access)
 - Clerical Skills: Basic office support skills
 - Other Requirements: Travel within the US required, US citizen required
(US Government Security Clearance regulations)
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