

Hager Development Group seeks an experienced Program Finance Specialist to join our dynamic small business team. Opportunity for considerable growth and upward corporate mobility. Enjoy a culture where your voice is valued and start contributing to our team of passionate professionals providing real-life solutions to our nation's biggest challenges. We take pride in creating purposeful work and allowing our employees to grow and achieve their goals every day. This position will be located in Virginia Beach, Virginia.

Duties:

Write responses to Requests for Proposals, Requests for Information and other federal, state or international government requests.

Create compliant, compelling responses for assigned proposal sections/topics and create associated graphics, charts, tables, appendices, and other information in support of proposal development.

Review and edit proposal responses for consistency, compliance, win theme incorporation, solution accuracy and other elements during regular and core team review cycles to create the final proposal submission.

Research relevant corporate, project, client and industry statistics and data in support of creating proposal responses for all MAXIMUS lines of business, segments, and international entities

Qualifications:

Bachelor's degree with 5+ years of experience; advanced degree or professional designation preferred.

Develops solutions to a variety of complex problems.

Work requires considerable judgment and initiative.

Exerts some influence on the overall objectives and long-range goals of the organization.

PLEASE READ BEFORE APPLYING: To be considered for this position: review your resume to be sure that you have addressed the requirements on your resume.