

**POSITION DESCRIPTION  
FOR  
Reserve TYCOM Analyst  
Reserve Business Office  
Naval Air Systems Command**

**SUPERVISOR:** Vice President Maintenance Engineering

**INTRODUCTION:** The analyst will provide Logistic support for the Naval Air Force Reserve consisting of twenty-four Type Models and over four hundred aircraft. Provide technical and analytical support to several Program Managers.

**ESSENTIAL FUNCTIONS:**

1. Track ILS elements pertinent to depot support of Naval Reserve Force aircraft.
2. Identify, investigate, and evaluate alternative dept/overhaul support concepts for aircraft systems, equipment, and components resident in Naval Air Reserve Force.
3. Evaluate depot data to establish turn around time and financial goals.
4. Identify and evaluate depot requirements for Reserve Force aircraft inventory.
5. Run queries, reports and do configurations
6. Provide data retrieval, manipulation and analysis of nearly twenty DOD and DON information systems.
7. Performed other duties as assigned.

**QUALIFICATIONS:**

1. Experience in Naval VIDS/MAF and SCIR Documentation.
2. Experience in Naval Aviation Maintenance Logs and Record Management
3. Familiar with 24 different types of naval aircraft and all three levels of maintenance.
4. Successful team builder, particularly adept in meeting corporate objectives and timelines.
5. Working knowledge NALDA Application and the different programs within.
6. Decision Knowledge Programming for Logistics Analysis and Technical Evaluation/Query Studio Training (DECKPLATE)
7. Working knowledge of Microsoft office suites.

I have read this position description and understand my duties.

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Signature/Date

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Print Name