

AVX Aircraft Company
Director, Contracts and Procurement
Position Description
March 2022

THE COMPANY

AVX has established itself as a highly differentiated OEM from the large primes. The Company was originally founded with a vision of bringing advanced vertical lift solutions to the civil market. AVX's design technologies quickly garnered interest from the military marketplace by demonstrating broad application of its capabilities that addresses diverse DoD needs. Highly experienced engineers and professionals have created innovative designs that use modern technology to deliver visionary performance in the vertical lift environment, including its UAV designs for military and commercial applications. AVX has refined and matured its coaxial rotor design through competing in numerous U. S. Military aircraft development programs. AVX Aircraft Company is a horizontally integrated company that offers exciting opportunities for creative aerospace professionals wishing to work in a unique environment where imagination is the only limit.

REPORTING RELATIONSHIP

The Director, Contracts and Compliance will report to the Senior Vice President and CFO.

THE OPPORTUNITY

AVX is seeking an experienced US Government Contracts and Compliance executive with responsibility for customer contracts administration, procurement, regulatory compliance, ITAR/EAR and patent administration. As a relatively small company involved in the performance of significant development programs, the AVX philosophy is to build a strong, core team of experienced aerospace executives to provide leadership and hands-on execution of the business. This core team of professionals will then build out the organization with entry and mid-level employees as the enterprise continues to grow.

LOCATION

AVX is located in Benbrook, Texas, 7 miles southwest of downtown Fort Worth.

RESPONSIBILITIES

The Director of Contracts and Compliance will have responsibility for:

- Contracts Administration
- Procurement
- ITAR and EAR
- Patent and Trademark Administration
- IP and Data Rights
- Teaming Agreements
- Non-Disclosure Agreement Administration
- Regulatory Compliance

EDUCATION / CERTIFICATIONS

A bachelor's degree is required, ideally in business or engineering.

SKILLS, KNOWLEDGE, AND EXPERIENCE

- Contracts Administration - Strong knowledge and experience in administering US Government contracts including proposal submission, contract negotiations, contract execution and contract closeout
- Contracts/Agreements - Familiarity with FAR based contracts, Other Transaction Agreements, Technology Investment Agreements, SBIR's, and other forms of government contracting
- Procurement - Also desired is knowledge and experience in Procurement operations in a US Government business environment, including RFI's, RFP's, subcontract evaluations, negotiations, Purchase Order administration and vendor performance evaluation/grading
- Regulations- Well-grounded in FAR, CAS, CPSR, data rights, ITAR and other government regulatory and certification requirements
- Intellectual Property- Familiarity with data rights, patents, trademarks, and other Intellectual property law.
- ITAR/EAR- Familiarity with International Traffic in Arms Regulations (ITAR) and Export Administration Regulations (EAR)
- Negotiations- Skilled in conducting customer and vendor negotiations
- Compliance - Focused, motivated, and equipped to develop and maintain the systems, policies, procedures, and culture where regulatory compliance is foundational and consistently practiced
- Communication- Excellent verbal and written communication skills.
- Teamwork- Strong interpersonal skills and ability to work effectively with others, both inside and outside the company

PERSONAL CHARACTERISTICS

- High self-confidence and low ego with a high level of personal energy and stamina, strong bias for action and a style of leading by example
- Ability to motivate and energize others; infectious enthusiasm to maximize the organization's potential
- Able to build a strong team and get the best from others
- Values and behavior consistent with AVX core principles of ethics, honesty, and integrity
- Relentless Follow-up. The successful candidate will develop plans and work relentlessly to execute with a focus on schedule and quality. Will adapt as needed when the situation and customer direction dictates.
- "Roll up the sleeves" personality who can be hands-on and detail oriented when necessary, but does not get distracted from the big picture
- Motivated by an opportunity to build an organization and play a key role in continuing to grow a company that is making a mark on the aerospace industry.

Additional Information

- Full time position
- US Citizenship required
- Some travel required
- This is an in-office leadership position, some flex will be considered.