Position: Procurement Technical Assistance Counselor  
Lafayette, Louisiana  
EEO No. RD 36-07  

Qualifications: Minimum requirement - Bachelor’s Degree  
Experience in or knowledge of federal contracting  

Duties:  
• Provide technical assistance to Louisiana companies seeking to do business with Department of Defense, other federal agencies, state and local government  
• Work in Lafayette & Southwest Louisiana to assess business needs  
• Assemble resources and solve and implement solutions as it relates to government contracting issues  
• Serve as instructor for federal, state and local contracting/procurement conferences and seminars  
• Travel is required  

Qualifications:  
• Working knowledge of public and private contracting, knowledge of all phases of contracting from pre-award through post award issues.  
• Knowledge of Federal Acquisition Regulation (FAR) and military and federal specifications and corresponding nomenclature  
• Knowledge of state and local bid laws  
• Must be proficient in Windows based computer environment  
• Minimum of 3 years of business experience with focus on public and private contracting  
• Bachelors degree with 2 years of experience in the field  

Funding:  
• The position is funded through the U.S. Department of Defense/University of Louisiana at Lafayette under Cooperative Agreement #SP4800-09-2-0858  

Salary:  
• Commensurate with Experience and qualifications  

Applications: Submit resumes by June 25, 2009 to:  

LA PTAC  
PO Box 44172  
Lafayette, LA 70504-4172