



US Navy Civil Engineer Corps Collegiate Corner



August 2015

Greetings!

With summer months winding down we highly encourage you to continue to stay in shape, especially for those of you who reside in cooler climates. Civil Engineer Corps always promote a lifestyle of work-life balance. Dedicate time to stay active! Remember to incorporate proper warm-up and cool-down exercises into your workout. Don't forget to allow for recovery days between your exercise routine to let your muscles repair and continue to develop strength and flexibility.

The Accessions Team is here to keep you informed about the CEC and the Navy and is ready to answer any questions you may have. For past issues of our Collegiate Corners, please visit http://www.navfac.navy.mil/jobs/students_and_grads/CEC_Collegiate_Program/CollegiateCorner.html. We look forward to you joining the ranks!

- CEC Accessions Team

LEADERSHIP TRAITS

In addition to the Navy core values of Honor, Courage and Commitment, each month we will briefly discuss one of fourteen leadership traits the Marine Corps uses in defining what qualities all leaders embody and aspire to.

Tact: Leadership that can adapt, improvise and overcome. Whether issuing an order to a subordinate or advising a fellow colleague, how you say something can be just as important as what is being said. As leaders of the world's finest Navy, we constantly pursuit ways to deal with others in the most appropriate manner, so that everyone is working together to effectively achieve a common goal.

Suggestions for improvement: Practice humility and just be genuine when working with others. Communicate using active listening techniques.

CAREER FOCUS

Acquisition Corps Professionals

Did you know that CEC officers are required to become acquisition professionals when they are assigned to facilities management billets? In a previous edition of our newsletter, you might have seen different levels of acquisition attainment throughout a CEC officer's career. To become certified at each contracting level requires different training and work experience in the contracting field.



US Navy Civil Engineer Corps Collegiate Corner



Here's a general overview of what it will take to get certification in the first level.

CERTIFICATION STANDARDS & CORE PLUS DEVELOPMENT GUIDE CONTRACTING LEVEL I	
Type of Assignment	Representative Activities
1 - Operational Contracting	Contracting functions in support of post, camp or stations
2 - Research and Development	Contracting functions in support of research and development
3 - Sys Acquisition	Contracting functions in support of systems acquisition to include all ACAT programs
4 - Logistics and Sustainment	Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
5 - Construction/A&E	Contracting functions in support of construction and/or architect and engineering services
6 - Contingency/Combat Ops	Contracting functions performed in a contingency or combat environment
7 - Contract Admin Office	Contracting function is primarily focused on contract administration
8 - Contract Cost/Price Analyst	Contracting function is primarily focused on advanced cost/price analysis
9 - Small Bus Specialist	Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
10 - Other	Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD
Core Certification Standards (required for DAWIA certification)	
Acquisition Training	None required
Functional Training	<ul style="list-style-type: none"> ● CON 090 Federal Acquisition Regulation (FAR) Fundamentals (R) ● CON 100 Shaping Smart Business Arrangements ● CON 121 Contract Planning ● CON 124 Contract Execution ● CON 127 Contract Management ● CON 170 Fundamentals of Cost and Price Analysis (R) ● CLC 025 Small Business Program for Contracting Officers ● CLC 033 Contract Format and Structure for DoD e-Business Environment ● CLC 057 Performance Based Payments and Value of Cash Flow ● CLC 058 Introduction to Contract Pricing
Education	<ul style="list-style-type: none"> ● At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management ● Baccalaureate degree (Any Field of Study)
Experience	1 year of contracting experience.

The chart above might seem overwhelming at first. No worries, it will make a whole lot more sense when you go through CECOS. At CECOS many of the functional training will be incorporated into your time there. Key takeaway is that you will be provided with training opportunities in the contracting field when assigned to a facilities management billet. The goal is to apply for Level I Certification upon reaching that first year of experience.



US Navy Civil Engineer Corps Collegiate Corner



So...why I am telling you this now? To prevent you from being stuck in limbo. Notice that one of your criteria for certification is 24 hours of business credit. You should at a minimum fulfill 24 business credit hours before getting to CECOS. In order to be assigned to acquisition coded billets (most facilities management assignments), you will need those 24 hours of business credit documented. Attainment for officers who do not meet this requirement will be handled on a case-by-case basis.

To provide a listing of sample course titles would be too limiting. Instead, when evaluating a workforce member or potential member's college transcript(s), the evaluator would consider any course that has an appropriate business application associated with it. Take a look at this list:

Accounting - Most courses in accounting count such as: managerial; principles of; cost; or account systems as well as courses in auditing.

Business - Most courses associated with business count.

Contracting / Procurement / Purchasing - Most courses in contracting, procurement, and purchasing count such as: that address the administration and management of; principles of; the analysis of; pricing and cost analysis; negotiations/negotiating; types/trends of public and federal contracting; contract law; and purchasing.

Economics - Most courses in economics count such as micro; macro; and courses dealing with the global economy or the economy of third world nations.

Finance - Most courses in finance count such as those addressing the management of; principles of; analysis of; money and/or money management; banking; capital; planning; and those associated with investments.

Law - Some courses in a law curriculum may count, such as; those that address the legal aspects of business; contract law; commercial law; legal environment of business; fraud; industrial espionage; and ethics in business.

Human Resource Management - Most courses in the human resources field would count. Additionally some courses that deal with the training and development of your workforce (adult learners) as well as the methods, administration and management of training/development programs may count. These may be resident in education disciplines.

Industry / Industrial Management / Logistics - Many courses in the field of industrial management count to include those associated with quality control; production; manufacturing; distribution; supply chain management; warehousing; property management; life cycle management; as well as courses dealing with different aspects of business operations.



US Navy Civil Engineer Corps Collegiate Corner



Management Information Systems (Computer Sciences) - Many courses associated with the management of information systems, computer science or information technology may count such as those that deal with business information systems and the application of systems in the business environment. Also courses that deal with knowledge management and/or the management and control of information would count. Course that teach data warehousing, mining or how networks and other technology innovations may count, if their focus is on how these technologies impact or serve the business environment. In other words, courses that teach the technical aspects of systems or how to build systems etc. would not count.

Marketing - Most courses in marketing should count, such as those addressing: marketing principles/strategies; sales; consumer behavior; e-commerce; competitive intelligence; and international aspects of marketing.

Organization / Management / Leadership - Most courses in organization, management and leadership should count, such as: the principles of; organizational behavior; total quality management/leadership; lean six sigma; course dealing in personnel and human resource management and/or administration; goal setting; team development; and team relationships. Some of these courses may be delivered under course designations other than management or business such as Psychology.

Program / Project Management - Many courses in the field of program or project management count when they at least focus on cost, schedule and performance.

Public Administration - Some courses in public administration would count especially those that are focused on management of people and resources.

Quantitative Methods - Courses in quantitative methods structured with an emphasis on business would count. Courses that instruct on what to do with and how to use the results from quantitative methods would also count. Courses that deal solely on how to perform the mathematical calculations and mathematical theory would not count.

Contingent on the focus of the course or the transferability of the skill, some not so obvious courses that may be considered are those that deal with or develop the following:

- Speaking / Communication Skills
- Presentation Skills
- Business Writing Skills
- Political / Government Systems
- Management of Engineering or Technical Resources

Our recommendation for those of you who still have an opportunity to select electives to choose business related courses vice conventional classes that are commonly known as “space fillers.” This will help alleviate potential detailing issues when you are about to detach from OCS.



US Navy Civil Engineer Corps Collegiate Corner



CEC COLLEGIATE/OCS NEW MEMBERS



Congratulations to the newest members of the CEC Collegiate and OCS community selected on the July board!

Iana Codner
Timothy Lewis
Luke Millen
Oscar Solis Romero

Jacob Cook
Keith Luu
Justin Mulloney

Jose Feliciano
Mark Malmquist
Brennan Poché

Accessions Team Contact Information

North Accessions
LT Amy Hall
amy.m.hall@navy.mil
(847) 971-0344

South-East Accessions
LT Jennifer Elliott
jennifer.a.elliott@navy.mil
(757) 572-5855

West Accessions
LT Yiu Bong Lee
yi.lee@navy.mil
(619) 778-7952

Deputy Accessions
LT William Fletcher
william.fletcher2@navy.mil
(901) 874-3397

Officer Community Manager
CDR Jason Wood
jason.n.wood@navy.mil
(901) 874-4034