

**TRANSFORMATION CONSULTANT OPENING  
WASHINGTON, DC / NORTHERN VA**

**Experience Requirement: 5+ Years  
Degree Requirement: MA / MS / MBA or Equivalent  
Security Clearance Requirement: Secret**

**The Company**

Founded in 1994, **Transformation Systems Incorporated (TSI)** is an award-winning, HUBZone-certified, woman-owned small business headquartered in Blacksburg at the Virginia Tech Corporate Research Center with bases of operation in Metro DC/Northern VA and Richmond, VA. Services include: organizational change facilitation; strategic and implementation planning; professional development training; leadership coaching; and organizational results measurement. For more information about TSI, please visit [www.transformationsystems.com](http://www.transformationsystems.com).

The successful applicant will join a highly motivated team of innovative professionals who utilize leading edge development methodologies and applications to deliver world-class workplace transformation solutions. This is a fast-paced environment appropriate for adaptable, entrepreneurial-minded individuals.

**The Position**

The *Transformation Consultant* position is a critical role within TSI, requiring both consulting and change management skills. Successful *Transformation Consultants* are able to work on multiple client deliverables while coordinating with various internal TSI staff and external clients and maintaining a high level of customer service and quality. Work projects will include the design, development, and delivery of organizational change facilitation; strategic and implementation planning; professional development training; and organizational results measurement solutions for TSI clients.

The successful *Transformation Consultant* will be expected to have strong interpersonal, analytical, problem-solving, platform delivery, and report writing skills, enabling him or her to develop and deliver outstanding value to TSI clients. Work will include various transformation consulting projects related to TSI methodology, such as design, development, and facilitation of measurement systems, planning systems, and learning systems that promote positive change for TSI clients.

This position is based in the Washington, DC / Northern VA area and will require a daily commute to customer locations in Southeast DC and other DC area locations. The position entails engaging with professional staff, middle managers, and senior executives. Work will take place at client sites and at the *Transformation Consultant's* home office and occasionally at TSI's 1600 Tysons Blvd, Suite 800 office in McLean, VA.

Responsibilities include:

- Developing and delivering quality project deliverables, including one-on-one interviews and working meetings; small group process facilitation; large group process facilitation; and training workshop delivery.
- Acting as an internal subject matter expert, providing support to internal team members on TSI solutions and service offerings.
- Contributing to the on-going development of TSI solutions, intellectual property, and best practices by identifying new opportunities, collecting data, and developing TSI's body of knowledge.

**Qualifications**

The ideal candidate will have relevant applied industrial and organizational psychology, industrial and systems engineering, and/or business administration experience and superior interpersonal and written communication skills as well as an ability to define problems and implement a complex deliverable. Viable candidates must have an ability to lead and adapt to change, work effectively with people from different backgrounds and cultures, and have a strong customer focus. A professional image, a fun outlook, and a commitment to achieve individual, team, and company goals are all a must as well as a strong drive for results. A Master's Degree in Industrial/Organizational Psychology, Industrial/Systems Engineering, Business Administration, or a closely related field is required. Strong knowledge of MS Office applications is also necessary.

TSI is an equal opportunity employer, committed to developing a team of diverse professionals. If you are interested in becoming part of our team, please e-mail your resume to **Dr. Altyn Clark** at [ac@transformationsystems.com](mailto:ac@transformationsystems.com).