GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage™, a menu-driven database system. The INTERNET address for GSA Advantage™ is: http://www.GSAAdvantage.gov.

Multiple Award Schedule (MAS)
Federal Supply Group: PSS
Contract Number: 47QRAA18D007F
Contract Period: April 9, 2018 – April 8, 2023

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.gsa.gov/schedules-ordering

Contractor: AXIS Management Group LLC
1765 Greensboro Station Place, 9th Floor
McLean, VA 22102

Business Size: Small, Women Owned Business (WOSB), Minority Owned Business

Telephone: (540) 338-5071
Fax Number: (540) 338-5072
Web Site: www.axisus.com
E-mail: pratik.reddy@axisus.com
Contract Administration: Pratik Reddy
CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
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<tbody>
<tr>
<td>54151S</td>
<td>54151SRC</td>
<td>Information Technology (IT) Professional Services*</td>
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<td>541611</td>
<td>541611RC</td>
<td>Integrated Consulting Services</td>
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<td>541620RC</td>
<td>Environmental Consulting Services</td>
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<td>Highly Adaptive Cybersecurity Services (HACS)</td>
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*Offers Cooperative Purchasing (RC) and Disaster Recovery Purchasing (STLOC)

1b. Identification of the lowest priced model number and lowest unit price for each SIN.

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<thead>
<tr>
<th>SIN</th>
<th>Hourly Rate</th>
<th>Labor Category</th>
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1c. Hourly Rates: See the price schedule on pages 4 - 6 for hourly rates.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic Only

5. Point(s) of production: Not Applicable

6. Discount from list prices or statement of net price: Government net prices

7. Volume discounts: $100,000.00 through $299,999.00 discount of 1.00%; $300000 through $499,999.00 discount of 1.50%; > $500,000.00 discount of 2.00%

8. Prompt payment terms: 1.0% - 20 days from receipt of invoice or date of acceptance, whichever is later, NET 30 days

9.a Government Purchase Card: Accepted for sales at or below the micro-purchase threshold.

9.b Government Purchase Card: Not accepted above the micro-purchase threshold.

10. Foreign items: None

11a. Time of Delivery: Negotiated at the Task Order Level with the Ordering Activity.

11b. Expedited Delivery: Contact Contractor
11c. Overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements: Contact Contractor

12. F.O.B Points(s): Destination

13a. Ordering Address(es): Same as Contractor

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address(es): Same as company address

15. Warranty provision: Contractor’s standard commercial warranty.

16. Export Packing Charges: N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

24b. Section 508 Compliance for Electronic and Information Technology: Not Applicable

25. Data Universal Numbering System (DUNS) number: 829411839

26. Notification Regarding Registration in System for Award Management (SAM) Database: Contractor has an Active Registration in the SAM database.
# GSA Pricing – SIN 541611/RC and 541620/RC

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Labor Category Descriptions – SINs 541611/RC and 541620/RC

1. Program Manager

Minimum/General Experience: Fourteen years of relevant experience

Functional Responsibility: Senior executive responsible for providing strategic direction, vision, leadership, and program management to the team. Contribute to organizational direction through regular involvement with senior level client leadership and team members. Maintain productive and effective client relationship with the most senior levels of the client organization. Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations. The Program Manager maintains and manages relationships with senior level management within the client organization. Responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision. This may include subject matter and unique technical knowledge. Program Manager is responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance, etc.

Minimum Education: BA/BS or related Business or relevant field; MA/MS in related field

2. Project Manager

Minimum/General Experience: Ten years of relevant experience

Functional Responsibility: Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project. Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. In addition, responsible for staffing, project planning, project financials, and staff direction and oversight. The Project Manager maintains and manages the client interface at the COTR levels of the client organization. Assist the Program Manager as required in managing contract performance. Supervisory and management experience. Specific experience areas include requirements definition, work planning, control of budget, schedule, and task execution, and personnel management and supervision.

Minimum Education: BA/BS or related Business or relevant field

3. Environmental Engineer/Scientist III

Minimum/General Experience: Ten years of relevant experience
**Functional Responsibility:** Plans, conducts, and supervises projects of major significance, necessitating advanced knowledge and the ability to original and apply new and unique methods and procedures. Supply technical advice and counsel to other professionals. Operate with wide latitude for independent action.

**Minimum Education:** BA/BS or related Business or relevant field; MA/MS in related field

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4. **Environmental Engineer/Scientist II**

**Minimum/General Experience:** Five years of relevant experience

**Functional Responsibility:** Under general supervision of senior technical staff, plans, conducts, and supervises assignments normally involving smaller projects. Estimates and schedules work to meet completion dates. Directs assistants, reviews progress and evaluates results, makes changes in methods, design, or equipment where necessary. Operate with some latitude for independent action or decision.

**Minimum Education:** BA/BS or related Business or relevant field; MA/MS in related field

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5. **Environmental Engineer/Scientist I**

**Minimum/General Experience:** Three years of relevant experience

**Functional Responsibility:** Under general supervision of senior technical staff, plans, conducts, and supervises assignments normally involving smaller projects. Estimates and schedules work to meet completion dates. Directs assistants, reviews progress and evaluates results, makes changes in methods, design, or equipment where necessary. Operate with some latitude for independent action or decision.

**Minimum Education:** BA/BS or related Business or relevant field

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6. **Senior Functional Specialist/Subject Matter Expert III**

**Minimum/General Experience:** Ten years of relevant experience

**Functional Responsibility:** Senior expert with extensive knowledge in designated field or discipline. Provide insight and advice concerning task or project strategic direction and outcomes. Contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Apply principles and methods of the subject matter to specialized solutions. Possesses demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise may include, but is not limited to, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and
business planning, change management, organizational development, and the development of leadership/management skills. Directs the activities of Specialists II and Specialists I, or other staff as necessary on activated related to the specified field or discipline.

**Minimum Education:** BA/BS or related Business or relevant field; MA/MS in related field

7. **Functional Specialist/Subject Matter Expert II**

**Minimum/General Experience:** Six years of relevant experience

**Functional Responsibility:** Senior expert with extensive knowledge in designated field or discipline. Provide insight and advice concerning task or project strategic direction and outcomes. Contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Apply principles and methods of the subject matter to specialized solutions. Possesses demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise may include, but is not limited to, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills. Directs the activities of Specialists I or other staff as necessary on activated related to the specified field or discipline.

**Minimum Education:** BA/BS or related Business or relevant field; MA/MS in related field

8. **Functional Specialist/Subject Matter Expert I**

**Minimum/General Experience:** Three years of relevant experience

**Functional Responsibility:** Senior expert with extensive knowledge in designated field or discipline. Provide insight and advice concerning task or project strategic direction and outcomes. Contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Apply principles and methods of the subject matter to specialized solutions. Possesses demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise may include, but is not limited to, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills.

**Minimum Education:** BA/BS or related Business or relevant field

9. **Analyst III**
Minimum/General Experience: Eight years of relevant experience

Functional Responsibility: Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles and is recognized as a leader within SIN functions. Leads the application of analytic techniques and helps define project objectives and strategic direction. Responsible for providing leadership and vision to client and project teams around the methodology. Additionally, resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Identifies technological and business strengths, establishes data systems that leverage and capitalize on the knowledge of employees, and finds ways to use that knowledge to maximize opportunities and improves business processes, collects data, analyzes training support functions and other training areas, and recommends business process improvements. Develops alternatives showing where the work is processed differently under different circumstances for validating business process improvements, performs statistical and financial analyses, identifies best practices throughout organization and communicates/implements these practices, provides overall technical and financial direction to the knowledge management function and develops controls, budgets, and measurements to monitor progress. Also, directs the activities of Analysts II and I or other staff as necessary on activities related to the application of analytical techniques and methodologies. Managerial and supervisory skills required.

Minimum Education: BA/BS or related Business or relevant field

10. Analyst II

Minimum/General Experience: Five years of relevant experience

Functional Responsibility: Possesses the demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Perform analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conduct activities in support of project team’s objectives. Writes meeting summaries, arranges logistics for meetings and trainings, provides outreach materials and contacts, records flip charts in meetings, tracks expenses for projects, and works as liaison to committees and subcommittees. Arranges and facilitates conference calls on routine issues.

Minimum Education: BA/BS or related Business or relevant field

11. Analyst I

Minimum/General Experience: Two years of relevant experience

Functional Responsibility: Possesses the knowledge of applying analytic methodologies and principles to address client’s needs. Support analyst functions including data collection,
interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conduct activities in support of project team’s objectives.

**Minimum Education:** BA/BS or related Business or relevant field

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**12. Business Analyst III**

**Minimum/General Experience:** Eight years of relevant experience

**Functional Responsibility:** Senior expert with extensive knowledge and experience developing and applying process and reengineering methodologies and principles and is recognized as a leader within SIN functions. Leads the application of process techniques and helps define project objectives and strategic direction. Responsible for providing leadership and vision to client and project teams around the methodology. Additionally, resolves complex problems, which require an in-depth knowledge of business methodologies and principles. Identifies technological and business strengths, establishes data systems that leverage and capitalize on the knowledge of employees, and finds ways to use that knowledge to maximize opportunities and improve business functions, collects data, analyzes ‘as-is’ or current business functions and other critical functions, and recommends business process improvements. Develops alternatives showing where the work is processed differently under different circumstances for validating business process improvements, performs statistical and financial analyses, identifies best practices throughout organization and communicates/implements these practices, provides overall technical and financial direction to the knowledge management function and develops controls, budgets, and measurements to monitor progress. Also, directs the activities of Business Analysts III and II, or other staff as necessary on activities related to the application of business process techniques and methodologies. Managerial and supervisory skills required.

**Minimum Education:** BA/BS or related Business or relevant field

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**13. Business Analyst II**

**Minimum/General Experience:** Five years of relevant experience

**Functional Responsibility:** Possesses the knowledge of applying business process methodologies and principles to address client’s needs. Support analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conduct business process activities in support of project team’s objectives.

**Minimum Education:** BA/BS or related Business or relevant field

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**14. Business Analyst I**

**Minimum/General Experience:** Two years of relevant experience
Functional Responsibility: Possesses knowledge of applying business process methodologies and principles to address client’s needs. Support analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conduct business process activities in support of project team’s objectives.

Minimum Education: BA/BS or related Business or relevant field

15. Policy/Regulatory Analyst

Minimum/General Experience: Minimum eight years of experience.

Functional Responsibility: Provides management, doctrine, and policy analysis support, and assists in or performs analysis of alternative courses of action for planning, organizing, staffing, directing and controlling program functions. Provides options for developing organizational and procedural strategies for implementing new programs/regulatory functions. Develops new or improved mechanisms to support interaction with external organizations. Develops strategic and implementation plans and other mission-critical documents using knowledge of specific agency requirements, communications and management information systems planning requirements and other efforts using strong oral and written communication skills. Evaluates policy plans, policies, organization, and implementation. Supplies knowledge of public policy from a program and regulatory viewpoint, including staffing, budgeting, costing, potential process improvements, and acquisitions.

Minimum Education: BA/BS or related Business or relevant field

16. Management Consultant

Minimum/General Experience: Eight years of relevant experience

Functional Responsibility: Possesses demonstrated knowledge, experience and ability in development of solutions, recommendations, or outcomes across multiple complex tasks and/or organizations. Evaluates option in the context of project objectives and contributes to the implementation of strategic direction. Supports project objectives through activities such as conducting interviews and focus groups, gathering and aggregating data, and developing recommendations in support of project objectives. Directs the activities of Analysts or other staff as necessary.

Minimum Education: BA/BS or related Business or relevant field

17. Technical Writer/Editor

Minimum/General Experience: Three years of relevant experience
**Functional Responsibility:** Designs, writes, formats, updates, and edits material for deliverables, reports, summaries, briefings, and website postings that include, but are not limited to, technical narratives for policy analyses, manuals and guides, white papers, academic research studies, policies and procedures, webinars, and computer-based training applications. Conducts supplementary research when necessary to ensure the use of proper technical terminology and syntax.

**Minimum Education:** BA/BS or related Business or relevant field

**18. Administrative Support Coordinator**

**Minimum/General Experience:** Two years of relevant experience

**Functional Responsibility:** Support contract administrators and business support functions in the company. Assists in administering contracts, preparing cost estimates, and communicating with client contract administrators as needed. Works under the supervision of Program Manager or Project Manager.

**Minimum Education:** Associates Degree

**19. Technical/Project Support Coordinator**

**Minimum/General Experience:** Three years of relevant experience

**Functional Responsibility:** Supports the program or project management staff in the preparation of deliverables, internal reports, briefings, and drawings associated with the project or program being supported. Assists in office administration with general secretarial tasks, which include: word processing, coordinating purchase and supply requests, ordering materials/supplies/property, data entry, filing, telephone communications, composing correspondence, information collection, compiling and monitoring reports, maintaining filing systems, organizing meetings, and monitoring inventory of property and supplies.

**Minimum Education:** Associates Degree
20. Subject Matter Expert II

**Minimum/General Experience:** At least ten (10) years applied knowledge in a specific area of expertise including functional experience with relevant processes and systems.

**Functional Responsibility:** Performs analytic work in support of systems engineering, programming, project and program management or planning activities, including the development of preliminary and detailed functional analysis required for Information Systems, technical and system architecture. Subject matter functional expertise provided includes areas such as project lifecycle management, applications development, user experience, GIS, database functionality, financial management, and administration. Introduces innovative approaches and methodologies for processes and support systems. May provide leadership to large teams of functional or technical personnel. Responsibilities commensurate with years of experience in relevant field.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus eight (8) years of subject matter experience
- Ph.D. (in the fields described above) plus four (4) to six (6) years of subject matter experience

21. Program Manager

**Minimum/General Experience:** At least twelve (12) years of general IT experience with progressively increasing responsibilities. Experience should include managing enterprise or organization-wide projects of varying scope and complexity as well as establishing relationships with management, customers and agency personnel. Should also possess experience with the project and program lifecycle processes and integration efforts and provide direction or guidance on both specific and large-scale requirements. Project experience should include responsibilities overseeing task order completion and deliverable timeframes.

**Functional Responsibility:** Serves as the program manager of tasks associated with the design and development of the entire scope of the project. Establishes procedures to ensure that all tasks are completed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Builds a collaborative environment with business users and management team, facilitates development of information system architecture and works with vendors in the selection of system components. Reviews reports and briefings on the status of task assignments from project manager on the technical points of the contact (including, but not limited to: system design, database administration, system maintenance and user support)
**Minimum Education**: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus ten (10) years of IT experience
- Ph.D. (in the fields described above) plus six (6) to eight (8) years of IT experience

### 22. Project Manager

**Minimum/General Experience**: At least eight (8) years of general IT experience with progressively increasing responsibilities. Will have experience working under Program Managers to ensure successful and timely completion of task orders and deliverables. Should also possess experience with the project lifecycle process and provide direction or guidance on tasks of varying scope and complexity. Project experience should include responsibilities overseeing task order completion and deliverable timeframes.

**Functional Responsibility**: Serves as the manager of specific tasks associated with the design and development of IT systems. Establishes procedures to ensure that all tasks are completed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Oversees specific and broad task order work and will take corrective action as necessary to ensure project success. Prepares reports and delivers briefings on the status of task assignments to contract management personnel on the technical points of the contact (including, but not limited to system design, database administration, system maintenance and user support). May serve as a technical lead in some cases.

**Minimum Education**: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus six (6) years of IT experience
- Ph.D. (in the fields described above) plus four (4) years of IT experience

### 23. Systems Architect/Engineer

**Minimum/General Experience**: At least ten (10) years of experience with the design, execution and oversight of information technology (IT) projects. In addition, experience also includes evaluation of user needs with regards to IT architectures; IT solutions design, creation and implementation; providing guidance to programmers and engineers; Experience with enterprise-wide migration plans and full-scale architecture development.

**Functional Responsibility**: Provides overarching technical direction in the development of information technology systems for a large range of software and communications programs. Establishes system requirements in the development of enterprise-wide or large-scale information technology programs. Designs software, hardware, and communications to support total requirements and provides required interfaces to other systems, domains, or enterprises.
Evaluates organizational work and information flows to determine the optimum information technology architecture for the domain or enterprise. Provides guidance and direction to system architects and software developers. Generates the highest level of system requirements, based on the user's evolving needs and other constraints such as cost and scheduling, supports program/project management, business case analysis and alternative solutions.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus eight (8) years of relevant IT experience
- Ph.D. (in the fields described above) plus four (4) to six (6) years of relevant IT experience

### 24. Senior Database Engineer/Specialist

**Minimum/General Experience:** At least eight (8) years of general experience in complex computing environments, which may involve different types of hardware platforms, operating systems applications, database systems and network environments. Knowledge and experience with application development tools, code generators and full system development life cycle. Expertise may include designing and building web/enabled database applications as well as experience working with or supervising database developers, database administrators and programmers. Six (6) years of experience must be specialized in database systems including progressively increasing responsibilities in the development, programming and maintenance of database systems.

**Functional Responsibility:** Serves as lead database administrator and specialist in the development and maintenance of databases, translates data requirements into a logical data structure, and defines file organization, indexing methods, and security procedures. Establishes and develops systems based on requirements and end user analysis. Performs database administration and management functions including database loading, notion, and data dictionary development, table development, and system performance tuning and operation. Works with database management systems and third and fourth generation computer languages. Requires a high level of skill in database management with familiarity in multiple computer operating environments.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus six (6) years of IT experience
- Ph.D. (in the fields described above) plus two (2) to four (4) years of IT experience
25. Senior Programmer/Engineer

**Minimum/General Experience:** At least eight (8) years of programming experience in software development, design and maintenance. Specialized experience may include programming on large scale complex projects with an emphasis on developing software applications that fulfills requirements. At least 5 years of general IT experience is required.

**Functional Responsibility:** May serve as task or project leader. Provides technical expertise in performing applications programming and systems analysis for database and software development and maintenance activities. Work will include software requirements, definition and design, applications development, and work with third and fourth generation computer languages and relational database management systems. Performs analysis and validation of IT requirements. Plans and manages efforts within the systems software domain.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus six (6) years of IT experience
- Ph.D. (in the fields described above) plus three (3) to four (4) years of IT experience

26. Systems/Database Administrator

**Minimum/General Experience:** At least five (5) years of experience in a complex, distributed, heterogeneous computing environments, which may involve different types of hardware platforms, database platforms, operating systems applications, data base systems and network environments. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results.

**Functional Responsibility:** Provide supervision for Windows systems administration, backup & recovery, system security, user support, and system monitoring & maintenance. Write and distribute technical documentation as required. Contribute to the maintenance, growth, stability and support of Windows server infrastructure including system management. Provide operational reports and performs root cause analysis on system outages. Identifies weaknesses in servers/systems and troubleshoot, recommend, and implement corrective measures. Responds in a timely manner to requests from system users and provides assistance accessing functions and user profiles. Develops system changes to enhance user experience. Ensures that all applications and systems are properly planned and implemented in a timely and responsible manner and with limited disruption to the organization.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- Master’s Degree (in the fields described above) plus three (3) years of IT experience
• Ph.D. (in the fields described above) plus one (1) to two (2) years of IT experience

27. Programmer/Engineer

Minimum/General Experience: At least five (5) years of programming experience in software development, design and maintenance. Specialized experience may include programming on large scale complex projects with an emphasis on developing software applications that fulfills requirements. At least 3 years of general IT experience is required.

Functional Responsibility: Provides technical expertise in performing applications programming and systems analysis for database and software development and maintenance activities. Work will include software requirement definition and design, applications development and work with third and fourth generation computer languages and relational database management systems. May require a working level of skill in programming structured languages such as C++ or C and related programming tools.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

• Master’s Degree (in the fields described above) plus three (3) years of IT experience considered:
• Ph.D. (in the fields described above) plus entry level to two (2) years of IT experience

28. Web Developer

Minimum/General Experience: At least three (3) to five (5) years applied knowledge in specific area of expertise including functional experience with back-end development, web portal development, content management (Drupal, Joomla, WordPress, Vignette, etc.), design and maintenance.

Functional Responsibility: Performs web portal enhancement and content management and employs superior communication skills in working with content owners and experts across the organization. The web content developer will ensure that all web-based content is delivered in a consistent manner that content is placed within the established structure of the site, and that content conforms to goals and objectives, positioning, and messaging. This position will be responsible for adhering to federal, 508, and NIST guidelines. Will possess strong experience in a variety of backend programming languages with some front-end expertise, ideally combined with strong understanding of content management system integration, and efficient system design.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:
• Master’s Degree (in the fields described above) plus one (1) to two (2) years of IT experience
• Ph.D. (in the fields described above) plus one (1) year of IT experience
• No degree or associates degree plus six (6) to nine (9) years of IT experience

29. Enterprise Architect

Minimum/General Experience: At least ten (10) years of progressive experience in selecting and implementing Commercial-Off-the-Shelf (COTS) and Government-Off-the-Shelf (GOTS) enterprise solution applications. Possesses deep understanding of architecture, techniques and management processes across a broad spectrum of customers, frameworks and industries. Possesses at least four (4) years of experience with the design, execution, and oversight of large-scale information technology (IT) projects.

Functional Responsibility: Provides functional knowledge and strategic perspective on enterprise-wide IT projects and offers expertise on system design and management processes. Helps oversee and mentor the processes and actions of technical staff to ensure architecture frameworks remain aligned. Reviews architecture artifacts to ensure quality and consistency and can be called upon to facilitate participation of client’s stakeholders. Supports management and functional leads on requirements definition to IT system development project and supports analyses (fit, gap, alternative, cost-benefit, etc.) of GOTS and COTS software. Participates in business case development by supporting identification of functional impacts for alternative solutions and the implementation of best IT and business practices.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus ten (10) years of experience
- Master’s Degree (in the fields described above) plus eight (8) years of experience
- Ph.D. plus six (6) years of experience

30. Senior Systems/Data Architect

Minimum/General Experience: At least eight (8) years of experience with the design, execution and oversight of information technology (IT) projects. In addition, experience also includes evaluation of user needs with regards to IT architectures; IT solutions design, creation and implementation; providing guidance to programmers and engineers; Experience with enterprise-wide migration plans and full-scale architecture development.

Functional Responsibility: Provides overarching technical direction in the development of information technology systems for a large range of software and communications programs. Establishes system requirements in the development of enterprise-wide or large-scale information technology programs. Designs software, hardware, and communications to support total requirements and provides required interfaces to other systems, domains, or enterprises.
Evaluates organizational work and information flows to determine the optimum information technology architecture for the domain or enterprise. Provides guidance and direction to system architects and software developers. Generates the highest level of system requirements, based on the user's evolving needs and other constraints such as cost and scheduling, supports program/project management, business case analysis and alternative solutions.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus 8 (eight) years of experience
- Master’s Degree plus six (6) years of experience
- Ph.D. plus four (4) to six (6) years of experience

### 31. Senior Systems/Database Analyst

**Minimum/General Experience:** At least eight (8) years of experience in systems or database analysis. Demonstrated proficiency with report design skills, accessing required systems or database, generating requests and queries. Possesses analytical and systems/database management skills and a high degree of initiative, including the ability to quickly respond to ad hoc requests and perform research, analyses, and distill results from large amounts of information and data. Maintains experience working in a rapid development environment creating prototypes and proof of concept applications.

**Functional Responsibility:** Reviews, evaluates, designs, implements, and maintains relevant client systems or databases. Responsible for identifying data sources, constructing work and data flow diagrams/charts, and documenting new and existing processes. Analyzes business and/or IT related issues for resolution through electronic data processing, gathering user information, and defining work problems/modifications. Proficient in all phases of systems or database analysis techniques, concepts, and methods/knowledge of available software, computer equipment, and relevant structure, techniques and practices.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus eight (8) years of experience
- Master’s Degree plus six (6) years of experience

### 32. Systems/Database Analyst

**Minimum/General Experience:** At least five (5) years of experience in systems or database analysis. Demonstrated proficiency with report design skills, accessing required systems or database, generating requests and queries. Possesses analytical and systems/database management skills and a high degree of initiative, including the ability to quickly respond to ad
hoc requests and perform research, analyses, and distill results from large amounts of information and data. Has experience working in a rapid development environment creating and assessing prototypes and proof of concept applications.

**Functional Responsibility:** Reviews, evaluates, designs, implements, and maintains relevant client systems or databases. Responsible for identifying data sources, constructing work and data flow diagrams/charts, and documenting new and existing processes. Analyzes business and/or IT related issues for resolution through electronic data processing, gathering user information, defining work problems, implementing modifications or changes. Proficient in all phases of systems or database analysis techniques, concepts, and methods/knowledge of available software, computer equipment, and relevant structure, techniques and practices.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus five (5) years of experience
- Master’s Degree (in the fields described above) plus three (3) years of experience

### 33. Network Systems Manager

**Minimum/General Experience:** At least ten (10) years of relevant IT, network, network systems, or telecommunications experience with increasing project responsibilities. Possesses experience operating, managing and monitoring the health, status and performance of network hardware, systems or applications, troubleshooting network problems/issues, and providing technical expertise and direction to personnel.

**Functional Responsibility:** Supervises network personnel engaged in the installation, operation, support, and maintenance of network facilities, including all equipment/hardware in large scale or multi-shift operations. Supervises complex operations that involve two or more additional functions such as, but not limited to, network operations, systems security, systems software support, and production support activities.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus ten (10) years of experience
- Master’s Degree plus eight (8) years of experience

### 34. Senior Network Engineer

**Minimum/General Experience:** At least eight (8) years of relevant IT, network, network systems, or telecommunications experience. Possesses experience measuring and reporting
network performance, network hardware, systems or applications, troubleshooting network problems/issues, and providing technical expertise.

**Functional Responsibility:** Provides technical support in evaluating and resolving networks-related problems/issues. Designs, installs, and maintains networks that link computing platforms, operating systems, network topologies, and network protocols. Evaluates network performance using hardware and software diagnostic tools. Provides technical support in evaluating and resolving network-related problems/issues. Supports the planning, design, configuration, and implementation of new or existing networks, devices or hardware.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus eight (8) years of experience
- Master’s Degree plus six (6) years of experience

35. **Network Engineer**

**Minimum/General Experience:** At least 4 (four) years of relevant IT, network, network systems, or telecommunications experience. Possesses experience measuring and reporting network performance, network hardware, systems or applications, troubleshooting network problems/issues, and providing technical expertise.

**Functional Responsibility:** Provides technical support in evaluating and resolving network-related problems/issues. Evaluates network performance using hardware and software diagnostic tools. Supports the design and configuration of new or existing networks, devices or hardware.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus four (4) years of experience
- Master’s Degree (in the fields described above) plus two (2) years of experience

36. **Cybersecurity/Information Assurance Engineer**

**Minimum/General Experience:** At least five (5) years of relevant IT, network, network systems, or telecommunications experience. Possesses experience measuring and reporting network performance, network hardware, systems or applications, troubleshooting network problems/issues, and providing technical expertise.

**Functional Responsibility:** Conduct full-lifecycle (i.e., Concept to Deployment) Information Assurance (IA) security analyses to ensure the logical and systematic conversion of customer service requirements into total secure systems solutions that acknowledge technical constraints.
Perform independent assessments (system and software security vulnerability, threat, and risk assessments) and penetration tests on development and large-scale operational environments.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus five (5) years of experience
- Master’s Degree (in the fields described above) plus two (2) years of experience

### 37. Data Security Administration Manager

**Minimum/General Experience:** At least eight (8) years of experience managing IT security personnel. Possesses a thorough understanding of all aspects of computer and network security, including such areas as firewall administration, encryption technologies and network protocols. Possess excellent planning, project management and problem-solving skills, along with superior communication and interpersonal abilities.

**Functional Responsibility:** Manages, leads and implements the necessary controls and procedures to cost-effectively protect information systems assets from intentional or inadvertent modification, disclosure, or destruction. Provides guidance and direction for the physical protection of information systems assets to other functional units. Provides reports to clients and stakeholders regarding effectiveness of data security and makes recommendations for the adoption of new procedures. Assigns work to subordinates, monitors performance, and conducts performance appraisals. Interviews and makes recommendations for additional staff.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus eight (8) years of experience
- Master’s Degree (in the fields described above) plus six (6) years of experience

### 38. Senior Data Security Analyst

**Minimum/General Experience:** At least six (6) years of experience implementing or managing security functionality or controls in IT environments. Excellent technical skills and knowledge to successfully manage project work; broad understanding of network, system, database and application security issues. Broad hand-on knowledge of firewalls, intrusion detection systems, anti-virus software, data encryptions, and other industry standard techniques and practices.

**Functional Responsibility:** Under general direction, performs procedures necessary to ensure the safety of IT environments and to protect from intentional or inadvertent access or destruction. Interfaces with user community to understand their security needs and implements procedures to accommodate them. Ensures user community understands and adheres to necessary procedures.
to maintain security. Possesses relevant familiarity with domain structures, user authentication, and digital signatures. Conducts accurate evaluation of the level of security required. Has the ability to weigh business needs against security concerns and articulate issues to management and clients.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus six (6) years of experience
- Master’s Degree (in the fields described above) plus four (4) years of experience

39. Data Security Analyst

**Minimum/General Experience:** At least four (4) years of experience implementing or managing security functionality or controls in IT environments. Excellent technical skills and knowledge to successfully manage project work; broad understanding of network, system, database and application security issues. Broad hand-on knowledge of firewalls, intrusion detection systems, anti-virus software, data encryptions, and other industry standard techniques and practices.

**Functional Responsibility:** Under general direction, performs procedures necessary to ensure the safety of IT environments and to protect from intentional or inadvertent access or destruction. Interfaces with user community to understand their security needs and implements procedures to accommodate them. Ensures that user community understands and adheres to necessary procedures to maintain security. Conducts accurate evaluation of the level of security required. Provides management with status reports.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus four (4) years of experience
- Master’s Degree (in the fields described above) plus three (3) years of experience

40. Senior Data Warehousing Analyst/Programmer

**Minimum/General Experience:** At least six (6) years of related data warehouse analysis or programming experience. Understanding of data design, database architecture, metadata and repository creation. Can maintains, troubleshoots and tune existing data warehouse applications. Experience assisting in the development, maintenance and support of data warehouse systems and corresponding data marts.

**Functional Responsibility:** Responsible for product support and maintenance of the data warehouse. Performs data warehouse design and construction. Codes and documents scripts and
stored procedures. Designs and implements data strategy methods. Develops appropriate programs, systems and database documentation and assists in establishing development standards. Assists with metadata repository management. Prepares and implements data verification and testing methods for the data warehouse. Conducts research into new data warehouse applications and determining viability for adoption. Creates index and view scripts.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus six (6) years of experience
- Master’s Degree (in the fields described above) plus four (4) years of experience

### 41. Data Warehousing Analyst/Programmer

**Minimum/General Experience:** At least four (4) years of related data warehouse analysis or programming experience. Understanding of data design, database architecture, metadata and repository creation. Possesses experience reviewing data loaded into the data warehouse for accuracy. Able to create new or enhanced components of data warehouse.

**Functional Responsibility:** Responsible for product support and maintenance of the data warehouse. Performs data warehouse design and construction. Codes and documents scripts and stored procedures. Implements pre-set data strategy methods. Develops appropriate programs, systems and database documentation. Utilize data verification and testing methods for the data warehouse. Responsible for the development, maintenance and support of data warehouse systems and corresponding data marts. Creates index and view scripts.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus four (4) years of experience
- Master’s Degree (in the fields described above) plus two (2) years of experience

### 42. Help Desk/Production Manager

**Minimum/General Experience:** At least eight (8) years of help desk or production support experience for large or complex systems, databases, applications, hardware or networks. Experience managing production or help desk ticketing systems and platforms. Demonstrated proficiency managing a team of help desk personnel, including performance feedback, teaching, coaching, and mentoring. Possesses experience managing resources and service/help desk tickets to meet service level expectations. Customer service and communication skills are essential.

**Functional Responsibility:** Provides overall management and direction to personnel who are responsible for providing phone, in-person and email support to users. Responsible for managing
the prompt resolution of requests, issues, or defects that impact hardware, databases, systems, applications or networks. Works closely with management, help desk personnel and clients to ensure changes to hardware, databases, systems, applications and networks are controlled, documented, and supportable. Able to develop and support Service Level Agreements (SLAs) successfully.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus eight (8) years of experience
- Master’s Degree (in the fields described above) plus six (6) years of experience

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### 43. Senior Help Desk Specialist

**Minimum/General Experience:** At least six (6) of help desk experience and/or in the set-up, configuration, use, or troubleshooting of computer hardware, systems, databases or applications. Experience resolving, diagnosing and escalating complex issues to management.

**Functional Responsibility:** Provides support to users on problems related to hardware, software, systems, databases, or networks. Identifies, researches and helps resolve technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks and monitors the problem to ensure timely resolution. Works under limited supervision and has some ability to respond to escalated tickets. Ensures problem ownership and promotes end-user satisfaction. Closes activities of tickets assigned. Provides problem resolution to users and confers with users to determine problem at hand.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus five (6) years of experience
- Master’s Degree (in the fields described above) plus three (4) years of experience

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### 44. Help Desk Specialist

**Minimum/General Experience:** At least three (3) years of relevant help desk experience. Possesses experience in maintain and update tracking tools and responding to telephone calls, email and in-person requests.

**Functional Responsibility:** Provides first line technical support to users with questions related to hardware, systems, databases, applications or networks. Maintains and update tracking tools. Reports recurring problems to management. Responds to telephone calls, email and personnel requests for technical support. Closes activities of tickets assigned.
Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus three (3) years of experience

45. Senior Technical Writer

Minimum/General Experience: At least five (5) years of experience in writing, editing or preparing technical documentation. Possesses team or project experience in one of the following areas: production technical writing/editing, editorial consultation, copy design/editing, proofreading, or overall documentation review.

Functional Responsibility: Responsible for performing documentation design, development or preparation throughout the production cycle. Works with management, technical personnel and subject matter experts to define documentation content, guidelines, specifications or development schedules. Prepares required documentation in appropriate formats and ensures documentation is clear, concise, and valid. Confirms the adequacy of material submitted for publication or final product quality.

Minimum Education: Bachelor’s Degree in English, writing, computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus five (5) years of experience
- Master’s Degree (in the fields described above) plus three (3) years of experience

46. Technical Writer

Minimum/General Experience: At least three (3) years of experience in writing, editing or preparing technical documentation. Possesses team or project experience in one of the following areas: production technical writing/editing, editorial consultation, copy design/editing, proofreading, or overall documentation review.

Functional Responsibility: Reviews content of technical documentation for technical quality. Produces technical and scientific illustrations for presentations and/or publication, as appropriate to requirements. Ensures team’s written products are professionally rendered and technically accurate. Coordinates the display of graphics and production of the document.

Minimum Education: Bachelor’s Degree in English, writing, computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus three (3) years of experience
- Master’s Degree (in the fields described above) plus one (1) year of experience
47. Administrative/Project Coordinator

Minimum/General Experience: At least two (2) years of project experience or coordinator experience in a team environment.

Functional Responsibility: Performs basic/specialized research for team members. Plans, organizes and manages cost, schedule and deliverables for complex technical projects.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree plus two (2) years of experience
48. Cybersecurity SME

Minimum/General Experience: At least ten (10) years applied knowledge in a specific area of cybersecurity expertise including functional experience with relevant processes, systems, architectures or frameworks.

Functional Responsibility: Provides advisory or subject matter expertise in one or more of the following areas, including audits and compliance, privacy, information security policy (i.e., NIST, FISMA), security operations, cyberhunt, risk assessment, incident management, incident response, risk and vulnerability management, penetration testing, forensics, and/or security tools. Develops or revises organization-and program-wide policies, procedures, solutions, or frameworks in accordance with federal, organizational, or industry standards. Researches new cybersecurity initiatives and cybersecurity trends and stays abreast of industry best practices. Recommends or leads strategic changes to an organization’s or program’s cybersecurity posture. Performs gap analyses and generates assessment reports. Designs policies, procedures, and tools to address gaps and weaknesses. Consults and briefs stakeholders on key findings, recommendations, risks, and impacts. Provide leadership and subject matter expertise to small or large teams of functional or technical personnel. Responsibilities commensurate with years of experience in a relevant cybersecurity field.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus twelve (12) years of experience
- Master’s Degree (in one or more fields described above) plus eight (8) years of subject matter experience
- Ph.D. (in one or more fields described above) plus four (4) to six (6) years of subject matter experience

49. Project Manager

Minimum/General Experience: At least eight (8) years of cybersecurity project experience with progressively increasing responsibilities. Experience should include managing enterprise or organization-wide projects of varying scope and complexity as well as establishing relationships with management, customers and agency personnel. Should possess experience with lifecycle processes and integration efforts and provide direction or guidance on both specific and large-scale requirements. Project experience should include responsibilities overseeing task order completion and deliverable timeframes.
**Functional Responsibility:** Lead a cybersecurity team or specialize in managing specific teams in cybersecurity areas such as audit and compliance, cyberhunt, incident response, incident management, risk and vulnerability management, security operations, privacy, forensics, penetration testing, or information security policy. Develop information security initiatives to improve overall cybersecurity capabilities. Supervise and mentor small or large teams of functional and technical personnel. Ensure the implementation of policies and procedures in one or more areas listed above. Report on key cybersecurity performance and risk indicator metrics. Manage all phases of cybersecurity projects from initiation to completion, including coordination of resources in other IT areas required to complete projects.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus ten (10) years of experience
- Master’s Degree (in the fields described above) plus six (6) years of IT experience
- Ph.D. (in the fields described above) plus four (4) years of IT experience

### 50. Senior Risk/Vulnerability Analyst

**Minimum/General Experience:** At least seven (7) years of experience running risk/technical vulnerability assessments of applications and infrastructure, performing vulnerability research, using risk/vulnerability tools, and generating assessment reports

**Functional Responsibility:** Uses standard vulnerability assessment methodology to detect weaknesses in organizational systems and recommend risk mitigation strategies for systems responsibilities. Defines, plans, designs, and evaluates information security systems. Develops requirements for technical capabilities to secure systems. Performs security control assessments on systems to generate risk assessments and validate controls in the security plan. Performs risk and vulnerability management assessments under minimal supervision. May lead, supervise or guide less experienced analysts. May be required to independently lead projects or formulate policy.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

### 51. Risk/Vulnerability Analyst
Minimum/General Experience: At least four (4) years of experience running risk/technical vulnerability assessments of applications and infrastructure, performing vulnerability research, using risk/vulnerability tools, and generating assessment reports

Functional Responsibility: Uses standard vulnerability assessment methodology to detect weaknesses in organizational systems and recommend risk mitigation strategies for systems responsibilities. Defines, plans, designs, and evaluates information security systems. Develops requirements for technical capabilities to secure systems. Performs security control assessments on systems to generate risk assessments and validate controls in the security plan.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

52. Senior Forensics Analyst

Minimum/General Experience: At least seven (7) years of experience in investigating cybersecurity breaches, contributing and generating responses to crises and urgent situations to mitigate immediate or potential threats, and using mitigation, preparedness, and response and recovery approaches, as needed.

Functional Responsibility: Assists in providing computer forensic and intrusion support to high-level technology investigations in the form of computer evidence seizure, computer forensic analysis, data recovery, and network assessments. Conducts cybersecurity trend and malware analyses. Researches and maintains proficiency in tools, techniques, countermeasures, and trends in computer network vulnerabilities, data hiding, network security, and encryption. Assists in deterring, identifying, monitoring, investigating, and analyzing computer network intrusions. Operates forensics tools under minimal supervision. May lead, supervise or guide less experienced analysts. May be required to independently lead projects or formulate policy.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

53. Forensics Analyst

Minimum/General Experience: At least four (4) years of experience in investigating cybersecurity breaches, contributing and generating responses to crises and urgent situations to
mitigate immediate or potential threats, and using mitigation, preparedness, and response and recovery approaches, as needed.

**Functional Responsibility:** Assists in providing computer forensic and intrusion support to high-level technology investigations in the form of computer evidence seizure, computer forensic analysis, data recovery, and network assessments. Conducts cybersecurity trend and malware analyses. Researches and maintains proficiency in tools, techniques, countermeasures, and trends in computer network vulnerabilities, data hiding, network security, and encryption. Assists in deterring, identifying, monitoring, investigating, and analyzing computer network intrusions.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

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**54. Senior CyberHunt Analyst**

**Minimum/General Experience:** At least seven (7) years of experience performing cyberhunt specific tasks and initiatives and identifying, deterring, monitoring, or investigating computer and network intrusions.

**Functional Responsibility:** Develops and executes cybersecurity threat hunting Tactics, Techniques, and Procedures (TTPs). Analyzes threat intelligence and determines TTPs used by threat actors. Executes sustained adversarial threat objectives or sustained defensive detections/responses within the organization. Documents threat attacks or defense outcomes. Provides cybersecurity threat findings that can be implemented within the organization to improve its overall cybersecurity posture. Operates cyberhunt tools under minimal supervision. May lead, supervise or guide less experienced analysts. May be required to independently lead projects or formulate policy.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

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**55. CyberHunt Analyst**

**Minimum/General Experience:** At least four (4) years of experience performing cyberhunt specific tasks and initiatives and identifying, deterring, monitoring, or investigating computer and network intrusions.
**Functional Responsibility**: Develops and executes cybersecurity threat hunting Tactics, Techniques, and Procedures (TTPs). Analyzes threat intelligence and determines TTPs used by threat actors. Executes sustained adversarial threat objectives or sustained defensive detections/responses within the organization. Documents threat attacks or defense outcomes. Provides cybersecurity threat findings that can be implemented within the organization to improve its overall cybersecurity posture.

**Minimum Education**: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

### 56. Senior Information Security Analyst

**Minimum/General Experience**: At least seven (7) years of experience in defining security requirements for applications, evaluating security tool capabilities, or developing solutions for multi-level security issues

**Functional Responsibility**: Evaluates, develops or implements security standards, procedures, guidelines, or tools for multiple platforms and diverse system environments. Gathers and organizes technical information about an organization’s mission goals and needs, existing security tools or ongoing programs. Evaluates new or proposed information security systems and tools. Performs risk analyses and assessments and recommends risk mitigation strategies on multi-level security issues. Adheres to federal, organizational or industry standards (i.e., FISMA, NIST) in the development, review or implementation of security procedures, guidelines, or tools. Maintains repositories of security documentation and reviews on a regular basis. Conducts briefings and generates assessment reports. Performs information security analyses under minimal supervision. May lead, supervise or guide less experienced analysts. May be required to independently lead projects or formulate policy.

**Minimum Education**: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

### 57. Information Security Analyst

**Minimum/General Experience**: At least four (4) years of experience in defining security requirements for applications, evaluating security tool capabilities, or developing solutions for multi-level security issues
**Functional Responsibility:** Evaluates, develops or implements security standards, procedures, guidelines, or tools for multiple platforms and diverse system environments. Gathers and organizes technical information about an organization’s mission goals and needs, existing security tools or ongoing programs. Evaluates new or proposed information security systems and tools. Performs risk analyses and assessments and recommends risk mitigation strategies on multi-level security issues. Adheres to federal, organizational or industry standards (i.e., FISMA, NIST) in the development, review or implementation of security procedures, guidelines, or tools. Maintains repositories of security documentation and reviews on a regular basis. Conducts briefings and generates assessment reports.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

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58. **Senior Privacy Analyst**

**Minimum/General Experience:** At least seven (7) years of experience performing privacy compliance activities and modifying or maintaining privacy procedures

**Functional Responsibility:** Analyzes privacy laws and regulations. Maintains and revises established privacy practices. Recommends safeguards or PII reduction methods. Conducts regular privacy compliance activities in accordance with federal, organizational or industry standards (i.e., FISMA, NIST). Responds to privacy data breaches. Develops and delivers annual privacy awareness training. Operates privacy tools under minimal supervision. May lead, supervise or guide less experienced analysts. May be required to independently lead projects or formulate policy.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

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59. **Privacy Analyst**

**Minimum/General Experience:** At least four (4) years of experience performing privacy compliance activities and modifying or maintaining privacy procedures

**Functional Responsibility:** Analyzes privacy laws and regulations. Maintains and revises established privacy practices. Recommends safeguards or PII reduction methods. Conducts regular privacy compliance activities in accordance with federal, organizational or industry standards (i.e., FISMA, NIST). Responds to privacy data breaches. Develops and delivers annual privacy awareness training. Operates privacy tools under minimal supervision. May lead, supervise or guide less experienced analysts. May be required to independently lead projects or formulate policy.
standards (i.e., FISMA, NIST). Responds to privacy data breaches. Develops and delivers annual privacy awareness training.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

### 60. Senior IT Security Engineer

**Minimum/General Experience:** At least seven (7) years of experience operating security operations monitoring tools

**Functional Responsibility:** Responds to identified network or system cybersecurity incidents. Analyzes, contains, and eradicates malicious code. Prepares and disseminates analyses to the community. Assesses architecture and current hardware limitations. Defines and designs system specifications, input/output processes, and working parameters for hardware/software compatibility. Designs and conducts tests of designs and architectures. Is capable of independent management of projects. Operates IT security tools under minimal supervision. May lead, supervise or guide less experienced engineers. May be required to independently lead projects or formulate policy.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

### 61. IT Security Engineer

**Minimum/General Experience:** At least four (4) years of experience operating security operations monitoring tools

**Functional Responsibility:** Responds to identified network or system cybersecurity incidents. Analyzes, contains, and eradicates malicious code. Prepares and disseminates analyses to the community. Assesses architecture and current hardware limitations. Defines and designs system specifications, input/output processes, and working parameters for hardware/software compatibility. Designs and conducts tests of designs and architectures.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:
• No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

62. Senior Penetration Tester

**Minimum/General Experience:** At least seven (7) years of experience operating security penetration tools, performing technical vulnerability assessments of applications and infrastructure, conducting vulnerability research, or generating assessment reports.

**Functional Responsibility:** Performs vulnerability assessments and penetration testing using various penetration testing tools. Provides detailed testing and incident reports to system owners. Analyzes, monitors, detects, and provides mitigation plans and actions to cybersecurity threats and adversarial activity. Is capable of independent management of projects. Operates penetration testing tools under minimal supervision. May lead, supervise or guide less experienced testers. May be required to independently lead projects or formulate policy.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

• No Degree or Associates Degree with relevant cybersecurity IT certifications plus nine (9) years of experience

63. Penetration Tester

**Minimum/General Experience:** At least four (4) years of experience operating security penetration tools, performing technical vulnerability assessments of applications and infrastructure, conducting vulnerability research, or generating assessment reports.

**Functional Responsibility:** Performs vulnerability assessments and penetration testing using various penetration testing tools. Provides detailed testing and incident reports to system owners. Analyzes, monitors, detects, and provides mitigation plans and actions to cybersecurity threats and adversarial activity.

**Minimum Education:** Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

• No Degree or Associates Degree with relevant cybersecurity IT certifications plus six (6) years of experience

64. Ethical Hacker
Minimum/General Experience: At least five (5) years of experience in intrusion analysis and implementing ethical hacking practices and techniques using cutting edge research/technologies.

Functional Responsibility: Performs vulnerability and ethical hacking assessments using various security tools. Exploits security flaws and vulnerabilities in organizational IT systems with attack simulations in accordance with an agreed-upon scope. Provides detailed testing reports to system owners with recommendations. Researches and develops new ethical hacking techniques and practices, and processes. Operates ethical hacking tools under minimal supervision. May lead, supervise or guide less experienced ethical hackers or analyst teams. May be required to independently lead projects or formulate policy.

Minimum Education: Bachelor’s Degree in computer science, information systems, or relevant technical, engineering or scientific field or an equivalent combination of education and relevant IT experience may be considered:

- No Degree or Associates Degree with relevant cybersecurity IT certifications plus seven (7) years of experience