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  
Professional Services and Information Technology Services

Centennial Technologies Inc.  
161 Fort Evans Rd NE, Suite 2360  
Leesburg, VA 20176  
703-592-6347  
www.centennialtechnologies.com

Mani Allu  
703-592-6347  
mani.allu@centennial-tech.com

Contract Number: 47QRAA18D00C6

Period Covered by Contract: July 12, 2018 through July 11, 2023  
Price List is current through modification PS-0006 effective 2/9/2022

Centennial Technologies Inc. is a HUBZone Certified Small Business.

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at www.gsa.gov
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
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<tbody>
<tr>
<td>522310</td>
<td>Financial Advising, Loan Servicing and Asset Management Services</td>
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<td>541211</td>
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<td>541990RISK</td>
<td>Risk Assessment and Mitigation Services</td>
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<td>561450</td>
<td>Business Information Services (BIS)</td>
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<tr>
<td>611430</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Technology Professional Service</td>
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<tr>
<td>OLM</td>
<td>Order Level Materials</td>
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1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. Not Applicable

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.
   See pages 6 and 10

2. **Maximum Order:** 54151S $500,000, all others $1,000,000

3. **Minimum Order:** $100.00

4. **Geographic Coverage (delivery Area):** Domestic Only

5. **Point(s) of production (city, county, and state or foreign country):** Same as company address

6. **Discount from list prices or statement of net price:** Discount from list prices or statement of net price: All pricing represents net prices, discount deducted.
7. Quantity discounts: None

8. Prompt payment terms: Net 30 Days: Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country of origin): None

10a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

10b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

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

12a. Ordering Address(es): Same as Contractor

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.
13. **Payment address(es):** Same as company address

14. **Warranty provision:** Contractor’s standard commercial warranty.

15. **Export Packing Charges (if applicable):** N/A

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

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

18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A

18b. **Terms and conditions for any other services (if applicable):** N/A

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

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

21. **Preventive maintenance (if applicable):** N/A

22a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A

22b. **Section 508 Compliance for Electronic and Information Technology (EIT):** If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/: N/A

23. **Unique Entity Identifier (UEI) number:** K8TKPM6WDHJ5

24. **Notification regarding registration in System for Award Management (SAM) database:** Registered
Company Overview

Centennial Technologies Inc. is a leader in the development and delivery of information technologies solutions to government and commercial clients. We design and automate processes using industry frameworks, rationalize tools, integrate applications into dashboard solutions, and deploy mobile and cloud solutions in a secured environment. Our proven methodology delivers measurable results that enhance business performance and help resolve the most critical information challenges. Our high-performance team brings deep industry experience, innovative approaches, and customized solutions with results-oriented drive to solve the most pressing business and technology challenges. Our areas of IT expertise include full life-cycle software design and development to include concept development, requirements definition, design and development, coding and testing, production deployment, implementation, integration and maintenance. We also provide a full range of business and technical management services that assist in the development, implementation, integration, and continual improvement of policies, procedures, guidelines and directives.

Centennial is appraised at CMMI Level 3 for Software Development and Maintenance Projects. This certification at Maturity Level 3 demonstrates Centennial has established, effective, efficient, and well-defined, widely accepted best practice standards, processes and procedures for software development and delivery with focus on repeatability and quality management. CMMI Level 3 combined with ISO 9001:2008 Certification, Centennial joins an elite roster of global organizations dedicated to quality and process improvement.

Centennial Technologies Inc. is a HUBZone Certified Small Business.
## PSS Price List

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<thead>
<tr>
<th></th>
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**Service Contract Act:** The Service Contract Labor Standards, formerly the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**IT Price List**
<table>
<thead>
<tr>
<th>Position</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
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PSS Labor Categories:

**Functional Specialist II**

Minimum Experience: 10 Years

Functional Responsibilities: Senior expert with extensive knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May 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. Applies principles and methods of the subject matter to specialized solutions. Generally possess 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, process control, individual and organizational assessment and evaluation, 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: Bachelor’s Degree

**Functional Specialist I**

Minimum Experience: 5 Years

Functional Responsibilities: Possesses knowledge in designated field or discipline. Supports assessments of organization’s challenges using specializes skills and knowledge. Contributes to the execution of project or task plan and helps assess the impact of industry trends, policy or standard methodologies. Conducts activities in support of the project team’s objectives. Works closed with senior Specialists or Task Leads.

Minimum Education: Bachelor’s Degree

**Project Manager**

Minimum Experience: 8 Years

Functional Responsibilities: Under broad direction, leads client programs/projects and plays a major role in developing recommendations. Proficiently applies consulting methodologies to collect and analyze data, leads the development of programs and the implementation of solutions to meet the client’s business needs. Applies extensive knowledge of client’s industry through integrated consulting to meet the objectives of the engagement. Coordinates planning the engagement, establishing the engagement requirements, managing the costs of the engagement, and delivering the results to the client. Develops in making client presentations.

Minimum Education: Bachelor’s Degree
**Senior Project Manager**

Minimum Experience: 10 Years

Functional Responsibilities: Under broad direction, leads client programs/projects and plays a major role in developing recommendations. Proficiently applies integrated consulting methodologies to collect and analyze data, leads the development of programs and the implementation of solutions to meet the client’s business needs. Provides integrated consulting and applies extensive knowledge of client’s industry to meet the objectives of the engagement. Coordinates planning the engagement, establishing the engagement requirements, providing business program and project support, managing the costs of the engagement, and delivering the results to the client. Develops and assists in making client presentations.

Minimum Education: Bachelor’s Degree

**Senior Management Analyst**

Minimum Experience: 7 Years

Functional Responsibilities: Provides research and analysis support. Researches and analyzes data related to a project topic. Applies knowledge to determine the accuracy and reasonableness of the data. Documents and summarizes the results to be used in developing client recommendations. Assists in developing processes and implementing solutions to meet the client’s business needs. Translates Management Consultant knowledge of client's business processes and industry to inform and support members of the project team.

Minimum Education: Bachelor’s Degree

**Management Analyst**

Minimum Experience: 5 Years

Functional Responsibilities: Provides research and analysis support. Researches and analyzes data related to a project topic. Applies knowledge to determine the accuracy and reasonableness of the data. Documents and summarizes the results to be used in developing client recommendations. Assists in developing processes and implementing solutions to meet the client’s business needs. Translates Management Consultant and Senior Analyst knowledge of client's business processes and industry to inform and support members of the project team.

Minimum Education: Bachelor’s Degree

**Senior Principal Management Consultant**

Minimum Experience: 10 Years
Functional Responsibilities: The principal consultant works with clients on an assigned project to identify solutions to business problems and streamlines processes. These duties include: manage and mentor team of consultants assigned to project; execute and complete assigned projects within the time, scope, and budget negotiated with the client; evaluate existing systems and procedures making recommendations for improvement; design prototypes and proof of concepts that best fit the client's needs; ensure client's satisfaction until the project is complete.

Minimum Education: Bachelor’s Degree

Principal Management Consultant II

Minimum Experience: 8 Years

Functional Responsibilities: Senior expert that possesses demonstrated knowledge, extensive experience in the development of solutions, recommendations, or outcomes across multiple complex tasks in multiple organizations. Defines project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams and serves as a key facilitator between multiple teams to achieve objectives of complex efforts. Directs the activities of more junior Management Consultants or other staff as necessary.

Minimum Education: Bachelor’s Degree

Principal Management Consultant I

Minimum Experience: 6 Years

Functional Responsibilities: Possesses knowledge, some experience, and capabilities in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations. Supports the development of solutions to address organization’s challenges. Supports project objectives and helps assess the impact of industry trends, policy, or standard methodologies. Conducts activities in support of project team’s objectives. Works closely with senior Management Consultants or Task Leads.

Minimum Education: Bachelor’s Degree

Senior Management Consultant

Minimum Experience: 10 Years

Functional Responsibilities: Demonstrates expertise in functional, technical and/or industry-specific areas. Demonstrates thought leadership and fluent issue analyses in the consulting field. Assesses scope of issues and leads development and execution of strategic client programs. Serves as functional or industry
specialist within the areas of strategic planning, process analysis, benchmarking, and organizational and operational issues.

Minimum Education: Bachelor’s Degree

Management Consultant II

Minimum Experience: 7 Years

Functional Responsibilities: Demonstrates expertise in a functional, technical, and/or industry specific areas. Demonstrates thought leadership and issue analysis in the consulting field. Assesses scope of issues and lead development and execution of strategic client programs. Serves as functional or industry specialist within the areas of strategic planning, process analysis, activity based costing, benchmarking, and organizational and operational issues.

Minimum Education: Bachelor’s Degree

Management Consultant I

Minimum Experience: 5 Years

Functional Responsibilities: Demonstrates expertise in a functional, technical, and/or industry specific areas. Demonstrates thought leadership and issue analysis in the consulting field. Assesses scope of issues and lead development and execution of strategic client programs. Serves as functional or industry specialist within the areas of strategic planning, process analysis, activity based costing, benchmarking, and organizational and operational issues.

Minimum Education: Bachelor’s Degree

Financial Analyst III

Minimum Experience: 6 Years

Functional Responsibilities: Serves as a leader ensuring that a group of analysts are working in concert to systematically integrate business, cost estimating and financial management processes to ensure the efficient stewardship. Must be able to formulate strategic financial plans, prepare cost estimates and correlate financing requirements into executable budgets. Must be able to assess products and or procedures for compliance with government standards, accounting principles, internal controls, and multi-tiered system application standards. Must be able to grasp interrelationships between financial management requirements and automated solutions, considering the current system environment and the potential integration of added systems. Manages completion of work within the time frame specified by the client, ensuring that all requirements are met. Prepares milestone status reports and presentations.

Minimum Education: Bachelor’s Degree
Financial Analyst II

Minimum Experience: 4 Years

Functional Responsibilities: Serves as a member of group of analysts who are working in concert to systematically integrate business, cost estimating and financial management processes to ensure the efficient stewardship of public funds. Must be able to support the formulation of strategic financial plans, prepare cost estimates, and correlate financing requirements into executable budgets. Possesses through knowledge of the allocation, execution, and administration of approved budgets. Must be able to assess products and procedures for compliance with government standards, accounting principles, internal controls, and multi-tiered system application standards. Must be able to grasp interrelationships between financial management requirements and automated solutions, considering the current system environment and the potential integration of added systems concurrently or later.

Minimum Education: Bachelor’s Degree

Financial Analyst I

Minimum Experience: 1 year

Functional Responsibilities: Serves as part of group of analysts are working in concert to systematically integrate business, cost estimating and financial management processes to ensure the efficient stewardship. Must be able to grasp interrelationships between financial management requirements and automated solutions. Manages completion of work within the time frame specified by the client, ensuring that all requirements are met. Prepares milestone status reports and presentations.

Minimum Education: Bachelor’s Degree

Financial Technician III

Minimum Experience: 7 Years

Functional Responsibilities: Serves as team leader and senior accountant on engagements involving independent analysis and oversight functions for the Federal accounting cycle. This includes timely submission and proper formatting of financial reports. Makes sound recommendations and provides professional technical assistance to senior Federal leadership for systems improvements and for proper accounting treatment of financial transactions. Provides advice and assistance to staff and Federal officials concerning financial and accounting systems procedures, reports and other financial management requirements.

Minimum Education: Bachelor’s Degree
Financial Technician I

Minimum Experience: 2 Years

Functional Responsibilities: Serves as a member of a team of accountants and analysts, who work in concert to provide professional accounting and financial management services to Federal, State & Local, and other government clients. Possess an understanding of the U.S. Standard General Ledger, Federal financial statements, and Federal budget execution. In addition, possess skill set to efficiently reconcile and remedy fiscal discrepancies. Under close supervision, be able to assess products and procedures for compliance with government standards and financial management regulations. Cognizant of interrelationships between financial management requirements and automated solutions.

Minimum Education: Bachelor’s Degree

Internal Controls and Audit Analyst 2

Minimum Experience: 6 Years

Functional Responsibilities: Experience with financial and operational audits; or has conducted A-123 internal controls reviews. Experience examining statistical or financial data of various departments to measure compliance with plans, policies, procedures and Circular A-123. Leads efforts to examine records to assess proper recording of transactions and compliance with laws, regulations, agreements and policies. Reviews recommendations from the report findings, evaluates and recommends improvements to business practices, processes and control procedures. Experience developing policies & procedures; technical guidance and audit liaison work. Performs ad hoc financial reviews.

Minimum Education: Bachelor’s Degree

Internal Controls and Audit Analyst 1

Minimum Experience: 3 Years
Functional Responsibilities: Conducts financial and operational audits; Experience examining statistical or financial data of various departments to measure compliance with plans, policies, procedures and Circular A-123. Examines records to assess proper recording of transactions and compliance with laws, agreements and policies. Prepares reports of findings and recommendations to management. Evaluates and recommends improvements to business practices, processes and control procedures. Experience developing policies & procedures, technical guidance and audit liaison work. Performs ad hoc financial investigations.

Minimum Education: Bachelor’s Degree

**Internal Controls and Audit Specialist 2**

Minimum Experience: 5 Years

Functional Responsibilities: Supports financial and operational audits; Reviews statistical data of various departments to ensure compliance with plans, policies, Sarbanes-Oxley and procedures. Examines records to ensure proper recording of transactions and compliance with laws, agreements and policies. Prepares reports of findings and recommendations to management. Evaluates and recommends improvements to business practices, processes and control procedures.

Minimum Education: Bachelor’s Degree

**Internal Controls and Audit Specialist 1**

Minimum Experience: 2 Years

Functional Responsibilities: Assists with financial and operational audits; Reviews statistical data of various departments to ensure compliance with plans, policies, Sarbanes-Oxley and procedures. Examines records to ensure proper recording of transactions and compliance with laws, agreements and policies. Evaluates improvements to business practices, processes and control procedures.

Minimum Education: Bachelor’s Degree

**Program Manager**

Minimum Experience: 15 Years
Functional Responsibilities: Under broad direction, leads multiple client programs/projects and plays a major role in developing recommendations. Proficiently applies consulting methodologies to collect and analyze data. Leads the development of programs and the implementation of solutions to meet client’s business needs. Applies extensive knowledge of client’s industry to meet the objectives of the engagement. Coordinates planning the engagement, establishing the engagement requirements, managing the costs of the engagement, and delivering the results to the client. Develops and assists in making client presentations.

Minimum Education: Bachelor’s Degree

Subject Matter Expert
Minimum Experience: 15 Years

Functional Responsibilities: The Senior Subject Matter Expert has a working knowledge of quality management/ improvement processes as they apply to systems, projects and/or programs. They consult with the client to define needs or problems, conduct research, perform studies and surveys to obtain data, and analyze problems to advise and make recommendations on business and technical solutions based on hands-on experience solving similar business problems. They are able to utilize knowledge of theory, principles, or technology of specific discipline or field of specialization.

Minimum Education: Bachelor’s Degree

Strategic Advisor/Partner
Minimum Experience: 20 Years

Functional Responsibilities: Responsible for managing the client and acts as the main liaison with senior client personnel. Essential functions include overseeing the planning, supervising, and completion of engagements, approving the timing and assigning of staff to engagements, and reviewing and approving deliverables to ensure all applicable Government Standards, Federal Financial Accounting Standards, and other applicable standards are met.

Minimum Education: Master’s Degree

IT Labor Categories:

Functional Specialist, Level 1

Minimum/General Experience:
The position requires a minimum of 6 years’ experience. Must demonstrate the ability to work independently or under only general direction.
Functional Responsibilities:
Duties include providing hands-on analysis of requested upgrade, enhancements, or changes to the business applications. Ability to create, update, and review functional documents such as policies and procedures, operations manuals, change request and training materials. Knowledge and experience with reporting tools, security administration and workflow is desired. Strong business/systems analysis experience along with working closely with users to resolve problems and capture new business requirements is required. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree from an accredited college or university and 6 years’ general experience of which at least 4 must be specialized.

Functional Specialist, Level 2

Minimum/General Experience:
The position requires a minimum of 10 years’ experience. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include providing hands-on analysis of requested upgrade, enhancements, or changes to the business applications. Ability to create, update, and review functional documents such as policies and procedures, operations manuals, change request and training materials. Knowledge and experience with reporting tools, security administration and workflow is required. Strong business/systems analysis experience along with working closely with users to resolve problems and capture new business requirements is required. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college OR a PhD.
Technical Specialist, Level 1

Minimum/General Experience:
This position requires a minimum of 6 years’ of experience, of which at least 4 years must be specialized. Specialized experience includes: implementation, upgrade, and operation of one or more software applications such as Oracle, PeopleSoft, SAP, SalesForce, Java and Microsoft etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Demonstrate technical experience in Software development tools that help in architecture, reporting, analytics, queries. Design and develop custom forms and supporting code to support requests for user access and recertification of user roles and preferences. Design, develop, document and test custom pages/forms and supporting code. Develop test data, test scripts and execute comprehensive integration testing of all modules. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.

Technical Specialist, Level 2

Minimum/General Experience:
This position requires a minimum of 10 years’ of experience, of which at least 8 years must be specialized. Specialized experience includes: implementation, upgrade, and operation of the one or more software applications such as Oracle, PeopleSoft, SAP, SalesForce, Java and Microsoft etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Demonstrate technical experience in ERP or Software development tools that help in architecture, reporting, analytics, queries. Design and develop custom forms and supporting code to support requests for user access and recertification of user roles and preferences. Design, develop, document and test custom pages/forms and supporting code. Develop test data, test scripts and execute comprehensive integration testing of all modules. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).
Enterprise Content Management (ECM) Technical Specialist, Level 1

Minimum/General Experience:
This position requires a minimum of 6 years’ of experience, of which at least 4 years must be specialized. Support implementation, upgrade, and operation of the Enterprise Content Management (ECM) software application(s) like IBM, Microsoft, Alfresco, Documentum, and OpenText etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include ability to create, update and review functional and technical documents. Develop test data, test scripts and execute comprehensive testing of integrated systems. Support and maintenance of ECM Architecture, Configuration and Content including any middleware components such as WebLogic/WebSphere and sites connector. Lead and participate on teams to design and develop content models, security models, meta-data schemas and content types. Coordinate with business and technical stakeholders to create Enterprise Content Management solutions. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.

Enterprise Content Management (ECM) Technical Specialist, Level 2

Minimum/General Experience:
This position requires a minimum of 10 years’ of experience, of which at least 8 years must be specialized. Support implementation, upgrade, and operation of the Enterprise Content Management (ECM) software application(s) like IBM, Microsoft, Alfresco, Documentum, and OpenText etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include ability to create, update and review functional and technical documents. Develop test data, test scripts and execute comprehensive testing of integrated systems. Support and maintenance of ECM Architecture, Configuration and Content including any middleware components such as WebLogic/WebSphere and sites connector. Lead and participate on teams to design and develop content models, security models, meta-data schemas and content types. Coordinate with business and technical stakeholders to create Enterprise Content Management solutions. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).
Security Specialist, Level 1
Minimum/General Experience:
This position requires a minimum of 6 years’ of experience, of which at least 4 years must be specialized. Specialized experience includes installation, configurations, administration and troubleshooting issues of applications security software such as Okta, Ping, IBM, Oracle, CA, Splunk, FireEye, etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include ability to develop test data, test scripts and execute comprehensive testing of integrated systems. Create, update, and review functional and technical documents. Support and maintenance of identity and access management security software configuration with integrated systems. Work with team to identify and resolve software defects and provide bug fixes related to security software application(s). Perform patch analysis on middleware components and provide engineering guidance and recommendations for implementation by the operations staff. Document design and results, and follow change management procedures. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.

Security Specialist, Level 2
Minimum/General Experience:
This position requires a minimum of 10 years’ of experience, of which at least 8 years must be specialized. Specialized experience includes installation, configurations, administration and troubleshooting issues related to applications security software such as Okta, Ping, IBM, Oracle, CA, Splunk, FireEye etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include ability to develop test data, test scripts and execute comprehensive testing of integrated systems. Create, update, and review functional and technical documents. Support and maintenance of identity and access management security software configuration with integrated systems. Work with team to identify and resolve software defects and provide bug fixes related to security software application(s). Perform patch analysis on middleware components and provide engineering guidance and recommendations for implementation by the operations staff. Document design and results, and follow change management procedures. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or
business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).

**Reporting Technical/Functional Specialist, Level 1**

**Minimum/General Experience:**
This position requires a minimum of 6 years’ of experience, of which at least 4 years must be specialized. Specialized experiences include installation, configurations, administration and troubleshooting issues related to Reporting and Analytics software such as SAS, MicroStrategy, Cognos, Hyperion, Tableau, Business Objects, and Crystal Reports, etc. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include assessing client’s current Reporting and Analytics Software platform, defining long-term support requirements, and updating technology roadmap. Document design and results, and follow change management procedures. Work with business users and define/execute business processes and procedures, training, and documentation, dimensions, metadata, business rules, customizations, application components, data forms, web forms, task lists, reporting platform security, data conversion, identifying alternate hierarchies, loading source data into reporting platform. Perform patch analysis on middleware components and provide engineering guidance and recommendations for implementation by the operations staff. Assess current Reporting and Analytics software platform, defining long-term support requirements, and updating technology roadmap. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.

**Reporting Technical/Functional Specialist, Level 2**

**Minimum/General Experience:**
This position requires a minimum of 10 years’ of experience, of which at least 8 years must be specialized. Specialized experiences include installation, configurations, administration and troubleshooting issues related to Reporting and Analytics software such as SAS, MicroStrategy, Cognos, Hyperion, Tableau, Business Objects, and Crystal Reports, etc. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include assessing client’s current Reporting and Analytics Software platform, defining long-term support requirements, and updating technology roadmap. Document design and results, and follow change management procedures. Work with business users and define/execute business processes and procedures, training, and documentation, dimensions, metadata, business rules, customizations, application components, data forms, web forms, task lists, reporting platform security, data conversion, identifying alternate hierarchies, loading source data into reporting platform. Perform patch analysis on middleware components and provide engineering guidance and
recommendations for implementation by the operations staff. Assess current Reporting and Analytics software platform, defining long-term support requirements, and updating technology roadmap. Will provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).

**Middleware Administrator, Level 1**

**Minimum/General Experience:**
This position requires a minimum of 6 years’ of experience of which at least 4 years must be specialized. Specialized experience include configuring, administering, monitoring, documenting, analyzing, and troubleshooting Middleware Software (like WebSphere, WebLogic, Oracle Fusion etc.) integration and architecture including software, servers, databases, and related third party tools. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include full lifecycle engagement of Middleware integration of Applications, Enterprise Performance Management applications, and Planning and Budgeting applications. Perform patch analysis on middleware components and provide engineering guidance and recommendations for implementation by the operations staff. Create, update, and review functional and technical documents. Develop test data, test scripts and execute comprehensive testing of integrated systems. Work with business users on understanding and analyzing business problems. Coordinate with team to identify and resolve software defects and provide bug fixes related to all related middleware component products. Assess current Middleware services platform, defining long-term support requirements, and updating technology roadmap. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.

**Middleware Administrator, Level 2**

**Minimum/General Experience:**
This position requires a minimum of 10 years’ of experience of which at least 8 years must be specialized. Specialized experience include configuring, administering, monitoring, documenting, analyzing, and troubleshooting the Middleware Software (like WebSphere, WebLogic, Oracle Fusion etc.) integration and architecture including software, servers, databases, and related third party tools. Must demonstrate the ability to work independently or under only general direction.
Functional Responsibilities:
Duties include full lifecycle engagement of Middleware integration of Applications, Enterprise Performance Management applications, and Planning and Budgeting applications. Perform patch analysis on middleware components and provide engineering guidance and recommendations for implementation by the operations staff. Create, update, and review functional and technical documents. Develop test data, test scripts and execute comprehensive testing of integrated systems. Work with business users on understanding and analyzing business problems. Coordinate with team to identify and resolve software defects and provide bug fixes related to all related middleware component products. Assess current Middleware services platform, defining long-term support requirements, and updating technology roadmap. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university and 7 years’ general experience of which at least 5 years must be specialized experience. OR a PhD (in subjects described above) and 4 years of general experience of which at least 2 years must be specialized.

Server/Database Administrator, Level I

Minimum/General Experience:
This position requires a minimum of 6 years’ experience, of which at least 4 years must be specialized. Administer, review and monitor software, servers (based on Linux, Windows, Mainframe) and databases (such as Oracle, SQL Server, DB2, Hadoop etc.) and recommend changes to support production operations. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include modifying and updating Operations and Maintenance Manuals, including the System Security Plan, Configuration Management Plan, and the Business Continuity and Disaster Recovery Plan due to changes to planned procedures or system environments. Execute a defined instance strategy to support post-production support activities such as maintaining multiple instances for patch release, testing, training, and business continuity/disaster recovery. Review and revise batch processes/job schedules for production based on changes to end-to-end business process requirements or to improve timeliness of transaction processing. Performance tuning the databases as needed. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.
Server/Database Administrator, Level 2

Minimum/General Experience:
This position requires a minimum of 10 years’ experience, of which at least 8 years must be specialized. Administer, review and monitor software, servers (based on Linux, Windows, Mainframe) and databases (such as Oracle, SQL Server, DB2, Hadoop etc.) and recommend changes to support production operations. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include modifying and updating Operations and Maintenance Manuals, including the System Security Plan, Configuration Management Plan, and the Business Continuity and Disaster Recovery Plan due to changes to planned procedures or system environments. Execute a defined instance strategy to support post-production support activities such as maintaining multiple instances for patch release, testing, training, and business continuity/disaster recovery. Review and revise batch processes/job schedules for production based on changes Performance tuning the databases as needed to end-to-end business process requirements or to improve timeliness of transaction processing. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).

Security Administrator, Level 1

Minimum/General Experience:
This position requires 4 years’ experience in security technology (FireEye, Splunk, Cisco, IBM, Dell, HP, and RSA, etc.) knowledge to provide security engineering support related to hardware, software, O/S and/or processes. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Administer application security including creation of new roles and permission lists. Add new users and assign them appropriate roles and user preferences. Assist with Query security. Assist with other security-related areas including component interface security, module security, process group security, and report. Troubleshoot security issues and work with functional and technical users; and/or assist with workflow. Act as systems security administrator for all Enterprise Business Applications, setting up users, active directory setup, assigning roles and provisioning/de-provisioning. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.
Security Administrator, Level 2

Minimum/General Experience:
This position requires 8 years’ experience in security technology (from FireEye, Splunk, Cisco, IBM, Dell, HP, and RSA, etc.) knowledge to provide security engineering support related to hardware, software, O/S and/or processes. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Administer application security including creation of new roles and permission lists. Add new users and assign them appropriate roles and user preferences. Assist with Query security. Assist with other security-related areas including component interface security, module security, process group security, and report. Troubleshoot security issues and work with functional and technical users; and/or assist with workflow. Act as systems security administrator for all Enterprise Business Applications, setting up users, active directory setup, assigning roles and provisioning/de-provisioning. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).

Workflow Administrator, Level 1

Minimum/General Experience:
This position requires 4 years’ of knowledge and experience in administering workflow software such as Pega, Appian, Microsoft, Oracle, IBM, Nintex, MicroFocus, and Xerox, etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include administering changes to workflow and/or assist troubleshooting efforts related to workflow. Setup and maintenance of Business Workflows as Workflow Administrator in a large-scale implementation/upgrade. Assist users identify status of transactions and route transactions as needed. May provide daily supervision and direction to staff.

Minimum Education
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.
**Workflow Administrator, Level 2**

**Minimum/General Experience:**
This position requires 8 years’ of knowledge and experience in administering workflow software such as Pega, Appian, Microsoft, Oracle, IBM, Nintex, MicroFocus, Xerox, etc. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include administering changes to workflow and/or assist troubleshooting efforts related to workflow. Setup and maintenance of Business Workflows as Workflow Administrator in a large-scale implementation/upgrade. Assist users identify status of transactions and route transactions as needed. Will provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university. OR a PhD (in subjects described above).

**Testing Specialist, Level 1**

**Minimum/General Experience:**
This position requires 4 years’ experience in performance testing services using software suite and platforms such as HP Quality Center and Rational etc. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include documenting general performance baselines for key application processes, identify poorly performing processes, and execute tuning activities to improve performance. Assist with planning the performance testing effort, recommending scripts and load to run, determining a performance testing schedule, developing and executing scripts, analyzing performance testing results, suggesting tuning solutions to improve performance, and working with staff to analyze and manage performance. Perform comprehensive analysis of the testing results for the databases, the applications, SQL, as well as the database, web, and application servers and provide tuning solutions. Provide knowledge transfer and internal training to project team members. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university.
**Testing Specialist, Level 2**

**Minimum/General Experience:**
This position requires 4 years’ experience in performance testing services using software suite and platforms such as HP Quality Center and Rational etc. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include documenting general performance baselines for key application processes, identify poorly performing processes, and execute tuning activities to improve performance. Assist with planning the performance testing effort, recommending scripts and load to run, determining a performance testing schedule, developing and executing scripts, analyzing performance testing results, suggesting tuning solutions to improve performance, and working with staff to analyze and manage performance. Perform comprehensive analyses of the testing results for the databases, the applications, SQL, as well as the database, web, and application servers and provide tuning solutions. Provide knowledge transfer and internal training to project team members. Will provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).

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**Senior Project Manager**

**Minimum/General Experience:**
This position requires a minimum 10 years’ experience, of which at least 8 years specialized experience in significant business, systems analysis and development. Knowledge in engineering methodologies and specific development technologies. Expert knowledge using Project Management tools like MS Project, Primavera, and Atlassian etc.

**Functional Responsibilities:**
Duties include planning and managing full life cycle development using a software engineering methodology, preparing and presenting executive briefings, and creating innovative yet practical solutions. Direct work of consultants on large application development programs, which could include multiple large projects; scoping and planning of Application development projects; providing consulting and/or periodic project reviews; conducting training classes on all phases of software engineering methodologies and the implementation of software engineering methodologies.

**Minimum Education:**
Must either be certified as a Project Management Professional (PMP) by the Project Management Institute (PMI) or other such credentialing organization. A Bachelor’s degree in computer science/engineering technology, software/programming, or mathematics can be substituted for 2 years’ general experience and 2 years IT experience.
A PhD or Master’s Degree can be substituted for 3 years IT experience. A Master’s Degree in Project Management can be substituted for 3 years’ project management experience.

**Systems Specialist 1**

**Minimum/General Experience:**
This position requires 2 years’ of relevant experience.

**Functional Responsibilities:**
Duties include assisting in formulating/defining system scope and objectives based on user needs. Assist in developing or modifying procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. May use CASE tools. Assist in identifying the inputs to be accessed by the system, design the processing steps, and format the output to meet the users’ needs. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, business administration or a related field OR a Master’s Degree (in subjects described above) from an accredited college or university.

**Systems Specialist 2**

**Minimum/General Experience:**
This position requires 3 years’ of relevant experience.

**Functional Responsibilities:**
Duties include assisting in formulating/defining system scope and objectives based on user needs. Assist in developing or modifying procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. May use CASE tools. Provide analysis and design of business systems for different applications such as: financial, accounting, human resources, and other enterprise systems. Understand test scripts and service requirements; works closely with end users on project development and implementation. Specify the inputs to be accessed by the system, design the processing steps, and format the output to meet the users’ needs. Prepare cost-benefit and return-on-investment analyses to help management decide whether implementing the proposed system will be financially feasible. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, business administration or a related field OR a Master’s Degree (in subjects described above) from an accredited college or university.
Systems Specialist 3

Minimum/General Experience:
This position requires 5 years’ of relevant experience.

Functional Responsibilities:
Formulate/define system scope and objectives based on user needs. Develop or modify procedures to solve complex problems considering computer equipment capacity, limitations, operating time and form of desired results. Competent to work at the highest level of all phases of applications systems analysis activities. May use CASE tools. Provide analysis and design of business systems for different applications such as: financial, accounting, human resources, and other enterprise systems. Understand test scripts and service requirements; work closely with end users on project development and implementation. Specify the inputs to be accessed by the system, design the processing steps, and format the output to meet the users’ needs. Prepare cost-benefit and return-on-investment analyses to help management decide whether implementing the proposed system will be financially feasible. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, business administration or a related field OR a Master’s Degree (in subjects described above) from an accredited college or university.

Automation Specialist 1

Minimum/General Experience:
This position requires a minimum of 5 years’ experience, of which at least 3 years must be specialized experience.

Functional Responsibilities:
Duties include formulating/defining system scope and objectives based on user needs. Develop or modify procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Competent to work at the highest level of all phases of applications systems analysis activities. May use CASE tools. Provides analysis and design of business systems for different applications such as: financial, accounting, human resources, and other enterprise systems. Understand test scripts and service requirements; works closely with end users on project development and implementation. Specify the inputs to be accessed by the system, design the processing steps, and format the output to meet the users’ needs. Prepare cost-benefit and return-on-investment analyses to help management decide whether implementing the proposed system will be financially feasible. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, business administration or a related field OR a Master’s Degree (in subjects described above) from an accredited college or university.
Automation Specialist 2

Minimum/General Experience:
The position requires 6+ years’ of relevant experience.

Functional Responsibilities:
Duties include establishing system information requirements using the analysis from information engineer(s) in the development of enterprise-wide or large scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Evaluate analytically and systematically problems of workflows, organization, and plans and develops appropriate corrective action. Perform as a senior level supervisor who provides daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, business administration or a related field OR a Master’s Degree (in subjects described above) from an accredited college or university.

Automation Specialist 3

Minimum/General Experience:
This position requires 10 years’ of relevant experience.

Functional Responsibilities:
Duties include providing extremely high level subject matter knowledge and experience for work described in the task. Provide advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation assistance on complex problems that require doctorate level knowledge of the subject matter for effective implementation. Participate as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases. Apply principles, methods, and knowledge of specific functional areas to specific task order requirements. Provide assistance on esoteric problems that require extensive knowledge of the subject matter. Design and prepare technical reports, studies, and related documentation, develops charts and graphs to record results, prepares and delivers presentations, training, and briefings as required by the task order. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, business administration or a related field OR a Master’s Degree (in subjects described above) from an accredited college or university.

Chief Enterprise Architect:

Minimum/General Experience:
The position requires a minimum 10 years’ experience, of which at least 8 years must be specialized. Specialized experience in defining, designing and modelling enterprise architectures. Demonstrated experience using industry-
wide architecture tools including knowledge of multiple business applications (SaaS), ERP and COTS Applications including enterprise security, business process management, data management and program/project management software. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include providing high-level architectural expertise to managers and technical staff. Develop architectural products and deliverables for the enterprise and operational business lines in accordance with the strategy and goals of the organization. Develop strategy of system and the design infrastructure necessary to support that strategy. Advice on selection of technological purchases with regards to processing, data storage, data access, and applications development. Sets standards for the client/server relational database structure for the organization (SQL, Oracle, Big Data etc.). Advice of feasibility of potential future projects to management. Track current plans that will require IT resources. Monitor and review the success of systems and ensures efficiency and effectiveness. Recommend future computer system technologies that will help in the improvement of business in the organization. Integrate IT solution systems for the business with the existing client systems. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university and 7 years’ general experience of which at least 5 years must be specialized experience. OR a PhD (in subjects described above) and 4 years of general experience of which at least 2 years must be specialized.

**Network Engineer**

**Minimum/General Experience:**
This position requires a minimum 6 years’ experience, of which at least 4 must be specialized. Specialized experience include Architecture, Design, and Implementation of network infrastructure, Maintenance (LAN/WAN support), Support for Operations, Problem Solving, and Strategic Planning. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include design, build and operate a next generation network; provide architectural and engineering leadership strategies to ensure scalability, availability, and functionality; and configure and install various network devices and services (e.g., routers, switches, firewalls, load balancers, VPN, and QoS etc.). Responsibilities also include perform network maintenance and system upgrades including service packs, patches, hot fixes and security configurations; monitor network performance, utilization, trending, and capacity planning; and provide support and troubleshooting to resolve issues.

**Minimum Education:**
A Bachelor’s degree in Science, Technical, Electrical or Math discipline with a least 6 years of experience.
Network Administrator

Minimum/General Experience:
This position requires a minimum 6 years’ experience, of which at least 4 must be specialized. Specialized experience include Network Performance Tuning, LAN knowledge, Network Design and Implementation, Problem Solving, and Strategic Planning. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include installing and maintaining network hardware and software. Establish network specifications by conferring with users; analyzing workflow, access, information, and security requirements; designing router administration, including interface configuration and routing protocols. Establish network by evaluating network performance issues including availability, utilization, throughput, and latency; planning and executing the selection, installation, configuration, and testing of equipment; defining network policies and procedures; establishing connections and firewalls. Maintains network performance by performing network monitoring and analysis, and performance tuning; troubleshooting network problems. Secure network by developing network access, monitoring, control, and evaluation; maintaining documentation. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.

Senior ERP Functional Consultant

Minimum/General Experience:
This position requires a minimum of 10 years’ experience, of which at least 8 years must be specialized. Specialized experience include assessing existing software, ERP/CRM implementation like Oracle EBS, PeopleSoft, Oracle Cloud Fusion, SAP, Siebel, etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include analyzing and understanding existing software, and document the state of configuration. Assist technical teams with change management and technical skills. Write design specifications and estimates for programs, based on requirements. Assess company’s business requirements and develop an implementation plan; determine needs related to software training for employees and enact a training plan; and recommend improvements to business processes. Participate in decision-making to optimize and improve technology management. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.
**Senior Database Administrator (DBA)**

**Minimum/General Experience:**
This position required 10 years’ experience, of which at least 8 years must be specialized. Specialized experience using Oracle, SQL Server, Teradata, Big Data, DB2 and Hadoop Databases that include designing, implementing and supporting all major applications and solutions. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include installing, upgrading database software, creating and configuring database instances. Create test and training databases, replicate from production. Design high availability database configurations; design and execute database backups and restore plans. Design and Implement database security requirements; apply security plans in user and role management; secure data using the latest encryption techniques, define and implement database audit best practices. Monitor and tune databases for optimal performance. Document database requirements, environments, configurations, and maintenance procedures. Perform capacity planning; identify the server hardware, software and configuration requirements for new databases. Design and implement comprehensive disaster recovery processes. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.

**Senior Developer**

**Minimum/General Experience:**
This position requires a minimum of 10 years of increasingly complex and progressive experience in performing systems analysis, development, and implementation for business, mathematical, engineering or scientific settings using a variety of information technology resources such as .Net, Java, C#, and Python etc. Requires experience with current technologies and, where required for the task, emerging technologies. Have experience with object or functionally-oriented programming languages.

**Functional Responsibilities:**
Duties may include but are not limited to: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor's degree with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics - intensive discipline, or an applicable training
certificate from an accredited training institution. OR a Master’s Degree (in subjects described above) with 7 years’ experience in a field closely related to the field applicable to the task order. OR a PhD with 4 years’ experience.

**Senior ERP Technical Consultant**

**Minimum/General Experience:**
This position requires a minimum of 10 years’, of which at least 6 years must be specialized. Specialized experience in ERP Applications such as Oracle, PeopleSoft, SAP, Oracle Cloud etc., data conversion and integration. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include analyzing current business processes, help develop business/functional requirements, design solutions and overall help with delivery of the solutions. Facilitate design, setup and configuration of an ERP solution. Experience performing full life cycle ERP implementation. Provide expertise with Java, .Net and other technologies. Experience and knowledge in ERP data conversion, Security Architecture and Reference implementation. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics - intensive discipline, or an applicable training certificate from an accredited training institution. OR a Master’s Degree (in subjects described above) with 7 years’ experience in a field closely related to the field applicable to the task order. OR a PhD with 4 years’ experience.

**Mid-Level ERP Functional Consultant**

**Minimum/General Experience:**
This position requires a minimum of 7 years’, of which at least 5 years must be specialized. Specialized experience in ERP Applications such as Oracle, PeopleSoft, SAP, Oracle Cloud etc., data conversion and integration. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include analyzing current business processes, help develop business/functional requirements, design solutions and overall help with delivery of the solutions. Facilitate design, setup and configuration of an ERP solution. Experience performing full life cycle ERP implementation. Provide expertise with Java, .Net and other technologies. Experience and knowledge in ERP data conversion, Security Architecture and Reference implementation. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.
**Data Architect- Mid Level**

**Minimum/General Experience:**
This position requires a minimum of 7 years’ experience, of which at least 5 years must be specialized. Specialized experience includes modernizing and automating databases (such as Oracle, SQL Server, DB2, MySQL, DB2 and HDFS etc.), database structures and information reporting processes. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include working with analysts, IT personnel, management, and data owners to assure proper capture of data. Ensuring up to date and complete documentation of systems, tables, fields, processes, reporting, and interfaces. Manage new data systems through implementation to include programming, testing, training, and documentation. Update and create automatic systems for the replication of operational data to management databases for querying, reporting, analysis, and dash boarding. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university and 5 years’ experience building, programming, and maintain database content and stored procedures.

**Senior Data Architect**

**Minimum/General Experience:**
This position requires a minimum of 10+ years’ experience, of which at least 8 years must be specialized. Specialized experience includes modernizing and automating databases (such as Oracle, SQL Server, DB2, MySQL, DB2 and HDFS etc.), database structures and information reporting processes. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include working with analysts, IT personnel, management, and data owners to assure proper capture of data. Ensuring up to date and complete documentation of systems, tables, fields, processes, reporting, and interfaces. Manage new data systems through implementation to include programming, testing, training, and documentation. Update and create automatic systems for the replication of operational data to management databases for querying, reporting, analysis, and dashboard. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university and 8 years’ experience building, programming, and maintain database content and stored procedures.
**Systems Analyst**

**Minimum/General Experience:**
This position requires 7 years’ of relevant experience supporting software systems and updating existing software. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include reviewing and documenting system architecture, dependencies, and procedures. Monitor, report, and respond to any security breaches, attacks, or areas of vulnerability. Suggest ways to improve security. Establish and maintain technical standards and server security policies. Monitor and analyze system logs and flag/respond to any issues identified. Install new software modules and extensions as needed. Perform system backups and recoveries. Implement a system for load testing and stress testing. Provide performance reports and suggest methods for improvement. Evaluate current server architecture and suggest improvements and plans for facilitating increased traffic as our family of web sites grows. May provide daily supervision and direction to staff.

**Minimum Education:**
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.

**Application Development Specialist**

**Minimum/General Experience:**
This position requires 10 years’ of relevant experience supporting software systems and updating existing software. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibilities:**
Duties include applying principles, concepts and practices; develops solutions to a variety of complex problems as it relates Enterprise Business Applications. Work is performed with minimal general supervision and participates in determining objectives of assignments; plans, schedules and arranges own activities and work is reviewed upon completion. Perform all tasks of design and development including artifacts needed as part of standard systems/applications lifecycle processes like Waterfall, Agile, Scrum and other industry methodologies Be able to code, test and deploy programs in languages such as SQL, Java, .Net, C, Python, and C# etc.

**Minimum Education:**
A Bachelor’s degree with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics - intensive discipline, or an applicable training certificate from an accredited training institution. OR a Master’s Degree (in subjects described above) with 7 years’ experience in a field closely related to the field applicable to the task order. OR a PhD with 4 years’ experience.
Senior Systems Specialist

Minimum/General Experience:
This position requires 10 years’ experience, of which at least 8 years of specialized experience. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include analyzing user needs and software requirements to determine feasibility of design. Collaborates with users to develop new tools and features. Authors and reviews program documentation. Consults with systems analysts, engineers, programmers and others to design systems and to obtain information on project limitations and capabilities and performance requirements. Works with users and systems operators or system analysts to define and resolve problems in running computer programs. Corrects errors by making appropriate changes and then recheck the program to ensure that the desired results are produced. Designs and develops tools for various operating system platforms. Designs and develops tools that integrate with other customer applications. Assists with software system testing and validation. Modifies existing software to correct errors or to improve its performance. Prepare detailed workflows that describe inputs, outputs, and logical operations. Train users on new programs and features. Author and review manuals to guide end users. May provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics - intensive discipline, or an applicable training certificate from an accredited training institution. OR a Master’s Degree (in subjects described above) with 7 years’ experience in a field closely related to the field applicable to the task order. OR a PhD with 4 years’ experience.

Junior Business Analyst

Minimum/General Experience:
This position requires a minimum 2 years’ of experience in business analysis and documentation and management of requirements. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include working with business users to define and analyze problems and align the most appropriate technical, application or configuration solutions. Conduct business process analyses, needs assessments, and preliminary cost/benefits analyses in an effort to align information technology solutions with business initiatives. Solicit, develop, document and manage requirements and provide detailed design and business rules to support the requirements throughout project life cycle up to and through change control. Review system test plans and system tests modules before implementation - Create, review and deliver end-user documentation (user guide, process flow charts, and training materials) and training for accuracy.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.
Senior Security Consultant

Minimum/General Experience:
This position requires a minimum of 10 years’ of experience, of which at least 8 years must be specialized. Specialized experience may include Network security, Application security & secure SDLC, Information Risk Management, IT and Security governance, OT and Security governance, Incident response planning, Security operations, Security program development and Compliance management. Demonstrated knowledge of using one or more of the security tools such as FireEye, Splunk, Cisco, IBM, Dell, HP, and RSA, etc. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include ability to provide information security, risk management, or compliance consulting services to enterprise and service provider clients. Responsibilities may also include ability to provide technical expertise in security architecture, platform and software technologies across site, regional, national, and international. Must be able to lead consulting teams in one or more key services such as Risk, Impact, and Security Assessment, Segmentation Design, Regulatory or Standards Compliance, Identity and Access Management, and Cross-Domain Architecture, monitoring and mentoring junior consultants as appropriate. Will provide daily supervision and direction to staff.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited college or university OR a PhD (in subjects described above).

Subject Matter Expert

Minimum/General Experience:
This position requires a minimum 10 years’ experience in leadership positions providing technical and functional expertise to various business projects and processes.

Functional Responsibilities:
Serve as a top level technical or functional expert supporting one or more clients and unlimited user groups. Perform highly specialized technical tasks associated with cutting-edge technologies. Work with user groups to solve business problems with available technology including hardware; software; databases; and peripherals. Apply expert functional knowledge and experience to significant business projects or processes. Perform business development activities; including providing technical input to proposal efforts. Provide guidance and training to less experienced staff. Maintain current knowledge of relevant developments in area of expertise. Participate in special projects as required. May provide daily supervision and direction to staff.
Minimum Education:
Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.

Systems Specialist-Mid Level

Minimum/General Experience:
This position requires 7 years’ experience, of which at least 5 years of specialized experience. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities:
Duties include analyzing user needs and software requirements to determine feasibility of design. Collaborates with users to develop new tools and features. Authors and reviews program documentation. Consults with systems analysts, engineers, programmers and others to design systems and to obtain information on project limitations and capabilities and performance requirements. Works with users and systems operators or system analysts to define and resolve problems in running computer programs. Corrects errors by making appropriate changes and then recheck the program to ensure that the desired results are produced. Designs and develops tools for various operating system platforms. Designs and develops tools that integrate with other customer applications.

Minimum Education:
A Bachelor’s degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. OR a Master’s Degree (in subjects described above) from an accredited university.