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

Multiple Award Schedule

FSC Group: Professional Services, Information Technology

Contract number: 47QRAA19D006L

Contract period: APRIL 2, 2019 – APRIL 1, 2024

S2 ANALYTICAL SOLUTIONS, LLC
625 ELDEN STREET, SUITE 202
HERNDON, VA  20170
WWW.S2ANALYTICALSOLUTIONS.COM

Phone: 571-306-0715
Fax: 703-563-6247

www.s2eas.com

Contract Administration:
James Montgomery
571-306-0715
James.montgomery@s2eas.com

Business size: *Small, Veteran Owned

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Price list current as of Modification #PO-0002 effective 04/23/2020
does NOT include any Mass Modifications

Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
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<tbody>
<tr>
<td>541330ENG</td>
<td>541330ENGRC</td>
<td>Engineering Services</td>
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<tr>
<td>541380</td>
<td>541380RC</td>
<td>Testing Laboratory Services</td>
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<td>541420</td>
<td>541420RC</td>
<td>Engineering System Design and Integration</td>
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<tr>
<td>54151S</td>
<td>54151SRC, 54151STLOC</td>
<td>Engineering System Design and Integration</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>541715</td>
<td>541715RC</td>
<td>Engineering Research and Development and Strategic Planning</td>
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<tr>
<td>611430</td>
<td>611430RC</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC, OLMSTLOC</td>
<td>Professional and Management Development Training</td>
</tr>
</tbody>
</table>

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. See Page 5

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 rates and labor categories starting on page 5.

2. Maximum order:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Maximum Order</th>
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<td>541330ENG</td>
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<td>OLM</td>
<td>$250,000</td>
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</table>

3. Minimum order: $100
4. Geographic coverage (delivery area). **Domestic**

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. **Government Net Prices (discounts already deducted.)**

7. Quantity discounts. **None**

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

9. Foreign items (list items by country of origin). **Not Applicable**

10a. Time of delivery. (Contractor insert number of days.) **To Be Determined at the Task Order level**

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. **To Be Determined at the Task Order level**

10c. Overnight and 2-day delivery. **To Be Determined at the Task Order level**

10d. Urgent Requirements. **To Be Determined at the Task Order level**

11. F.O.B. point(s). **Destination**

12a. Ordering address(es). **Same as Contractors Address**

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 Contractors Address**

14. Warranty provision. **Standard Commercial Warranty Terms & Conditions**

15. Export packing charges, if applicable. **Not Applicable**

16. Terms and conditions of rental, maintenance, and repair (if applicable). **Not Applicable**

17. Terms and conditions of installation (if applicable). **Not Applicable**

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **Not Applicable**

18b. Terms and conditions for any other services (if applicable). **Not Applicable**

19. List of service and distribution points (if applicable). **Not Applicable**
20. List of participating dealers (if applicable). **Not Applicable**

21. Preventive maintenance (if applicable). **Not Applicable**

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **Not Applicable**

22b. 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/](http://www.Section508.gov/). **Not Applicable**

23. Unique Entity Identifier (UEI) number. **ENBZPK6ADPV3**

24. Notification regarding registration in System for Award Management (SAM) database. **Contractor registered and active in SAM**

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA 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/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
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<th>SIN</th>
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<th>Year 2</th>
<th>Year 3</th>
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<th>Year 5</th>
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</table>

The Service Contract Labor Standards (SCLS) 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.
# S2 Analytical Solutions, LLC
## Labor Category Descriptions

### SYSTEMS ARCHITECT 4
**Minimum Years of Experience:** 9 years

**Functional Responsibility:** Lead Architect for Complex System or Service. Subject Matter Expert in mission, technology, and architecture standards. Applies knowledge of enterprise needs and information technology software and hardware platforms to design and model system function/interfaces/operations, generate valid requirements, and ensures these are consistent with Federal, Community, and Agency Enterprise Architecture models, standards, and requirements. Acts as an advisor and proposes changes to the Enterprise Architecture based on new technology or changes to environment, organization, or processes. Resolves discrepancies between proposed IT systems and enterprise performance, quality and security parameters. Provides technical guidance for personnel performing planning, development, operations and sustainment activities and serves as the arbitrator for ongoing changes to ensure the integrity of the baseline architecture.

**Minimum Certifications and Education:** Bachelor’s of Science degree

### SYSTEMS ARCHITECT 5
**Minimum Years of Experience:** 14 years

**Functional Responsibility:** Lead Architect for Portfolio of Interoperable Systems. Expert level guidance spanning command, service or agency. Applies knowledge of enterprise needs and information technology software and hardware platforms to design and model system function/interfaces/operations, generate valid requirements, and ensures these are consistent with Federal, Community, and Agency Enterprise Architecture models, standards, and requirements. Acts as an advisor and proposes changes to the Enterprise Architecture based on new technology or changes to environment, organization, or processes. Resolves discrepancies between proposed IT systems and enterprise performance, quality and security parameters. Provides technical guidance for personnel performing planning, development, operations and sustainment activities and serves as the arbitrator for ongoing changes to ensure the integrity of the baseline architecture.

**Minimum Certifications and Education:** Bachelor’s of Science degree

### SYSTEMS ARCHITECT 6
**Minimum Years of Experience:** 20 years.

**Functional Responsibility:** Lead Architect for Command, Service or Agency level Enterprise Architecture. Expert level guidance spanning community. Applies knowledge of enterprise needs and information technology software and hardware platforms to design and model system function/interfaces/operations, generate valid requirements, and ensures these are consistent with Federal, Community, and Agency Enterprise Architecture models, standards, and requirements. Acts as an advisor and proposes changes to the Enterprise Architecture based on new technology or changes to environment, organization, or processes. Resolves discrepancies between proposed IT systems and enterprise performance, quality and security parameters. Provides technical guidance for personnel performing planning, development, operations and sustainment activities and serves as the arbitrator for ongoing changes to ensure the integrity of the baseline architecture.

**Minimum Certifications and Education:** Bachelor’s of Science degree
SYSTEMS ENGINEER 4
Minimum Years of Experience: 9 years

Functional Responsibility: Chief Engineer for Complex System or Service. Subject Matter Expert in mission, technology, and architecture standards. Provides engineering lifecycle expertise in consolidating multiple hardware and software elements throughout the Information Technology/Service Management lifecycle --Strategy, Design, Transition, Operations, and Continuous Improvement. Activities include project management, systems architecture, systems analysis, systems integration, verification and validation, cost and risk analysis, supportability and effectiveness assessment, and operations and sustainment. Applies systems engineering processes to ensure requirements are translated to Enterprise Services that meet customer requirements and address cost, schedule, and performance constraints. Provides systems expertise in providing root cause analysis to identify problems and define a solution to return systems to full operation.

Minimum Certifications and Education: Bachelor’s of Science degree

SYSTEMS ENGINEER 5
Minimum Years of Experience: 14 years

Functional Responsibility: Chief Engineer for Portfolio of Interoperable Systems or Services. Expert level guidance spanning command, service or agency. Provides engineering lifecycle expertise in consolidating multiple hardware and software elements throughout the Information Technology/Service Management lifecycle --Strategy, Design, Transition, Operations, and Continuous Improvement. Activities include project management, systems architecture, systems analysis, systems integration, verification and validation, cost and risk analysis, supportability and effectiveness assessment, and operations and sustainment. Applies systems engineering processes to ensure requirements are translated to Enterprise Services that meet customer requirements and address cost, schedule, and performance constraints. Provides systems expertise in providing root cause analysis to identify problems and define a solution to return systems to full operation.

Minimum Certifications and Education: Bachelor’s of Science degree

SYSTEMS ENGINEER 6
Minimum Years of Experience: 20 years

Functional Responsibility: Chief Engineer for Command, Service or Agency level Enterprise Architecture. Expert level guidance spanning community. Provides engineering lifecycle expertise in consolidating multiple hardware and software elements throughout the Information Technology/Service Management lifecycle --Strategy, Design, Transition, Operations, and Continuous Improvement. Activities include project management, systems architecture, systems analysis, systems integration, verification and validation, cost and risk analysis, supportability and effectiveness assessment, and operations and sustainment. Applies systems engineering processes to ensure requirements are translated to Enterprise Services that meet customer requirements and address cost, schedule, and performance constraints. Provides systems expertise in providing root cause analysis to identify problems and define a solution to return systems to full operation.

Minimum Certifications and Education: Bachelor’s of Science degree

ACQUISITION SPECIALIST 4
Minimum Years of Experience: 9 years
**Functional Responsibility:** Senior Advisor for acquisition of Complex System or Service. Subject Matter Expert in acquisition lifecycle, policies and standards. Provides advice to the Government in complying with the Federal Acquisition Regulation and supplements from the DoD, IC, and Agency. Develop policies and procedures for standardizing and expediting acquisitions. Communicates and markets acquisition policy and efforts to internal and external customers. Assesses current contracts, along with acquisition trends from other agencies’ software development and commercial off-the-shelf (COTS) integration contracts, to identify opportunities for implementing acquisition reform principles. Manages and advises the requirements identification and documentation process. Aids in the development of acquisition strategies for new and follow on contracts. Ensures the technical and programmatic basis is consistent with organization and community acquisition reform and architectural concepts. Assists with development of acquisition strategy planning briefs and documents. Facilitates approval of acquisition strategies, plans, and documentation through the organizations approval process. Assists with the production of documentation to support new acquisitions and follow-on contracts. Assists with the development of draft requests for proposals (RFPs), reviewing all sections against appropriate acquisition regulations. Plans, coordinates and facilitates industry conferences and information sessions relative to developing acquisition requirements and instructions. Serve as Source Selection Advisors. Coordinate the schedule, facilitation, and facility requirements for the Mission Partner source selection facility. Provide administrative support for source selections at the discretion of the Source Selection Authority. Provide training to prepare the source selection organization to properly conduct proposal evaluations.

**Minimum Certifications and Education:** Bachelor’s degree

**ACQUISITION SPECIALIST 5**

Minimum Years of Experience: 14 years

**Functional Responsibility:** Senior Advisor for acquisition of Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Provides advice to the Government in complying with the Federal Acquisition Regulation and supplements from the DoD, IC, and Agency. Develop policies and procedures for standardizing and expediting acquisitions. Communicates and markets acquisition policy and efforts to internal and external customers. Assesses current contracts, along with acquisition trends from other agencies’ software development and commercial off-the-shelf (COTS) integration contracts, to identify opportunities for implementing acquisition reform principles. Manages and advises the requirements identification and documentation process. Aids in the development of acquisition strategies for new and follow on contracts. Ensures the technical and programmatic basis is consistent with organization and community acquisition reform and architectural concepts. Assists with development of acquisition strategy planning briefs and documents. Facilitates approval of acquisition strategies, plans, and documentation through the organizations approval process. Assists with the production of documentation to support new acquisitions and follow-on contracts. Assists with the development of draft requests for proposals (RFPs), reviewing all sections against appropriate acquisition regulations. Plans, coordinates and facilitates industry conferences and information sessions relative to developing acquisition requirements and instructions. Serve as Source Selection Advisors. Coordinate the schedule, facilitation, and facility requirements for the Mission Partner source selection facility. Provide administrative support for source selections at the discretion of the Source Selection Authority. Provide training to prepare the source selection organization to properly conduct proposal evaluations.

**Minimum Certifications and Education:** Bachelor’s degree

**ACQUISITION SPECIALIST 6**

Minimum Years of Experience: 20 years
**Functional Responsibility:** Senior Advisor for Major System Acquisition (MSA), acquisition of Command, Service or Agency wide program, or large acquisition involving multiple community partners. Expert level guidance spanning community. Provides advice to the Government in complying with the Federal Acquisition Regulation and supplements from the DoD, IC, and Agency. Develop policies and procedures for standardizing and expediting acquisitions. Communicates and markets acquisition policy and efforts to internal and external customers. Assesses current contracts, along with acquisition trends from other agencies’ software development and commercial off-the-shelf (COTS) integration contracts, to identify opportunities for implementing acquisition reform principles. Manages and advises the requirements identification and documentation process. Aids in the development of acquisition strategies for new and follow on contracts. Ensures the technical and programmatic basis is consistent with organization and community acquisition reform and architectural concepts. Assists with development of acquisition strategy planning briefs and documents. Facilitates approval of acquisition strategies, plans, and documentation through the organizations approval process. Assists with the production of documentation to support new acquisitions and follow-on contracts. Assists with the development of draft requests for proposals (RFPs), reviewing all sections against appropriate acquisition regulations. Plans, coordinates and facilitates industry conferences and information sessions relative to developing acquisition requirements and instructions. Serve as Source Selection Advisors. Coordinate the schedule, facilitation, and facility requirements for the Mission Partner source selection facility. Provide administrative support for source selections at the discretion of the Source Selection Authority. Provide training to prepare the source selection organization to properly conduct proposal evaluations.

**Minimum Certifications and Education:** Bachelor’s degree

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**ISP TECHNICAL SPECIALIST 5**

**Minimum Years of Experience:** 14 years

**Functional Responsibility:** Senior Specialist for supporting Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Subject Matter Expert in specialized service architectures spanning command, service or agency. Provides Subject Matter Expertise on design, implementation, or operations of infrastructure services. Typically specializes in leveraging specialized service architectures, for example Data Center Collocation, Cloud Architectures (IaaS/PaaS/SaaS), Satellite Communications, Massive Parallel Processing Systems, or Web Tier Service Architectures. Works with users to determine their functional needs to derive corresponding information technology system needs. Applies subject matter expertise in specialty fields associated with customer missions, systems, processes, facilities, lifecycle logistics & cost estimation, service level agreements and operations workflows and their transition to operations to ISP. Under direct supervision, provides technical and management support across the Service Management lifecycle --Strategy, Design, Transition, Operations, and Continuous Improvement. Applies knowledge of customer mission, business, and technical systems to ensure satisfactory information system design, implementation, and delivery of customer requirements.

**Minimum Certifications and Education:** Bachelor’s of Science degree

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**ISP TECHNICAL SPECIALIST 6**

**Minimum Years of Experience:** 20 years

**Functional Responsibility:** Senior Specialist supporting Enterprise, Major Group, or Key Component of Command, Service or Agency. Expert level guidance spanning community. Provides Subject Matter Expertise on design, implementation, or operations of infrastructure services. Typically specializes in leveraging specialized service architectures, for example Data Center Collocation, Cloud Architectures (IaaS/PaaS/SaaS), Satellite Communications, Massive Parallel Processing Systems, or Web Tier Service Architectures. Works with users to determine their functional needs to derive corresponding information technology system needs. Applies subject matter expertise in specialty fields associated with customer missions, systems, processes, facilities, lifecycle logistics & cost estimation, service level agreements and operations workflows and their transition to operations to ISP.
technology system needs. Applies subject matter expertise in specialty fields associated with customer missions, systems, processes, facilities, lifecycle logistics & cost estimation, service level agreements and operations workflows and their transition to operations to ISP. Under direct supervision, provides technical and management support across the Service Management lifecycle --Strategy, Design, Transition, Operations, and Continuous Improvement. Applies knowledge of customer mission, business, and technical systems to ensure satisfactory information system design, implementation, and delivery of customer requirements.

Minimum Certifications and Education: Bachelor’s of Science degree

STRATEGIC PLANNER 4
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Planner for supporting System/Service/Mission Program Management Office. Subject Matter Expert in financial/mission planning cycles; acquisition/procurement lifecycle; policies and standards. Participates in command, service or agency enterprise planning activities with Mission Partners, Integrated Product Teams (IPTs) and working groups to establish goals, objectives, budgets, and timelines. Develops and updates program business plans, advocacy briefings, and program schedules in accordance with IBES/IPOM/CBJB budget estimates and current year funding execution activities. Develops and coordinates Project Plans and project approval documentation (i.e., Accommodation Procurement Packages, etc.). Advises and assists with policy and business analysis; assists the customer with establishing goal and objectives, mission and vision statements, policy or requirements statements and documents, or operating concepts; performs trade studies and assess trades between functionality and security risk management; develops process improvement recommendations and facilitate quality improvement efforts; translates operational requirements and mission needs into technical terminology and specifications; formulates internal and/or external policy; provide assessment and recommendations of new policy or changes. Develops, applies, and validates operational metrics and performance risk assessments. Supports studies and assessments, and gather information to synthesize functional needs. Possesses strong written and oral communication skill and can interact with organization executives, department heads and managers.

Minimum Certifications and Education: Bachelor’s degree

STRATEGIC PLANNER 5
Minimum Years of Experience: 14 years

Functional Responsibility: Senior Planner for supporting Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Participates in command, service or agency enterprise planning activities with Mission Partners, Integrated Product Teams (IPTs) and working groups to establish goals, objectives, budgets, and timelines. Develops and updates program business plans, advocacy briefings, and program schedules in accordance with IBES/IPOM/CBJB budget estimates and current year funding execution activities. Develops and coordinates Project Plans and project approval documentation (i.e., Accommodation Procurement Packages, etc.). Advises and assists with policy and business analysis; assists the customer with establishing goal and objectives, mission and vision statements, policy or requirements statements and documents, or operating concepts; performs trade studies and assess trades between functionality and security risk management; develops process improvement recommendations and facilitate quality improvement efforts; translates operational requirements and mission needs into technical terminology and specifications; formulates internal and/or external policy; provide assessment and recommendations of new policy or changes. Develops, applies, and validates operational metrics and performance risk assessments. Supports studies and assessments, and gather information to synthesize functional needs. Possesses strong written and oral communication skill and can interact with organization executives, department heads and managers.
Minimum Certifications and Education: Bachelor’s degree

STRAIGHTIC PLANNER 6
Minimum Years of Experience: 20 years

Functional Responsibility: Senior Planner supporting Enterprise, Major Group, or Key Component of Command, Service or Agency. Expert level guidance spanning community. Participates in command, service or agency enterprise planning activities with Mission Partners, Integrated Product Teams (IPTs) and working groups to establish goals, objectives, budgets, and timelines. Develops and updates program business plans, advocacy briefings, and program schedules in accordance with IBES/IPOM/CBJB budget estimates and current year funding execution activities. Develops and coordinates Project Plans and project approval documentation (i.e., Accommodation Procurement Packages, etc.). Advises and assists with policy and business analysis; assists the customer with establishing goal and objectives, mission and vision statements, policy or requirements statements and documents, or operating concepts; performs trade studies and assess trades between functionality and security risk management; develops process improvement recommendations and facilitate quality improvement efforts; translates operational requirements and mission needs into technical terminology and specifications; formulates internal and/or external policy; provide assessment and recommendations of new policy or changes. Develops, applies, and validates operational metrics and performance risk assessments. Supports studies and assessments, and gather information to synthesize functional needs. Possesses strong written and oral communication skill and can interact with organization executives, department heads and managers.

Minimum Certifications and Education: Bachelor’s degree

BUDGET/FINANCIAL ANALYST 4
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Budget/Financial Analyst for supporting System/Service/Mission Program Management Office. Expert in budgeting and execution; cost analysis; financial tools; acquisition/procurement lifecycle; policies and standards. Provides support to planning, programming, budgeting, and execution of the budget to include financial management systems support. Assists with the defense of customer funding strategies and profiles. Reconciles funding conflicts between financial programs like National Intelligence Programs (NIP), Military Intelligence Programs (MIP) and appropriations (O&M, RDT&E). Correlates funding needs with spending authority. Supports Clinger Cohen investment analyses for the Chief Information Officer (CIO) to include selection, control and evaluation activities. Ensures finance and budget management activities are consistent and compliant with DoD/IC finance, acquisition, procurement, and budget policies and procedures. Maintains up-to-date tracking of program financial, acquisition, and budget information. Tracks the status of Independent Cost Estimates (ICEs) and budgets for Major Systems Acquisitions (MSAs). Create and update fiscal year spending plans. Builds and maintains detailed financial accounting records and related information in customer financial tools, spreadsheets, and databases. Produces cost performance metrics. Provides analytical, administrative, data integration, planning and scheduling support to the government for current/planned financial business systems and improving financial data management.

Minimum Certifications and Education: Bachelor’s degree

BUDGET/FINANCIAL ANALYST 5
Minimum Years of Experience: 14 years

Functional Responsibility: Senior Budget/Financial Analyst for supporting Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Provides support to planning, programming, budgeting, and execution of the budget to include financial management
systems support. Assists with the defense of customer funding strategies and profiles. Reconciles funding conflicts between financial programs like National Intelligence Programs (NIP), Military Intelligence Programs (MIP) and appropriations (O&M, RDT&E). Correlates funding needs with spending authority. Supports Clinger Cohen investment analyses for the Chief Information Officer (CIO) to include selection, control and evaluation activities. Ensures finance and budget management activities are consistent and compliant with DoD/IC finance, acquisition, procurement, and budget policies and procedures. Maintains up-to-date tracking of program financial, acquisition, and budget information. Tracks the status of Independent Cost Estimates (ICEs) and budgets for Major Systems Acquisitions (MSAs). Create and update fiscal year spending plans. Builds and maintains detailed financial accounting records and related information in customer financial tools, spreadsheets, and databases. Produces cost performance metrics. Provides analytical, administrative, data integration, planning and scheduling support to the government for current/planned financial business systems and improving financial data management.

**Minimum Certifications and Education:** Bachelor’s degree

**BUDGET/FINANCIAL ANALYST 6**  
**Minimum Years of Experience:** 20 years

**Functional Responsibility:** Senior Budget/Financial Analyst supporting Enterprise, Major Group, or Key Component of Command, Service or Agency. Expert level guidance spanning community. Provides support to planning, programming, budgeting, and execution of the budget to include financial management systems support. Assists with the defense of customer funding strategies and profiles. Reconciles funding conflicts between financial programs like National Intelligence Programs (NIP), Military Intelligence Programs (MIP) and appropriations (O&M, RDT&E). Correlates funding needs with spending authority. Supports Clinger Cohen investment analyses for the Chief Information Officer (CIO) to include selection, control and evaluation activities. Ensures finance and budget management activities are consistent and compliant with DoD/IC finance, acquisition, procurement, and budget policies and procedures. Maintains up-to-date tracking of program financial, acquisition, and budget information. Tracks the status of Independent Cost Estimates (ICEs) and budgets for Major Systems Acquisitions (MSAs). Create and update fiscal year spending plans. Builds and maintains detailed financial accounting records and related information in customer financial tools, spreadsheets, and databases. Produces cost performance metrics. Provides analytical, administrative, data integration, planning and scheduling support to the government for current/planned financial business systems and improving financial data management.

**Minimum Certifications and Education:** Bachelor’s degree

**COST ESTIMATOR 1**  
**Minimum Years of Experience:** 0 years

**Functional Responsibility:** Individual Contributor, under supervision, within a cost estimation and program management team. Provides cost estimate services in support of the POM, Milestone activities, and various investment and acquisition processes. Services include Program Life Cycle Cost Estimates; Analysis of Alternatives (AOAs) in support Acquisition Engineering initiatives; and Independent Government Cost Estimates (IGCEs). Assists with assessing the realism of contractor cost estimates submitted in response to government Requests for Change (RFC). Develops Independent Life Cycle Cost Estimates (I-LCCEs) models and documentation. Improve cost estimating methods and techniques through the collection, normalization and analysis of cost and technical data. Performs market research to determine costs of various technology alternatives; analysis of alternatives relative to technology costs; affordability assessments; and cost risk analysis.

**Minimum Certifications and Education:** Bachelor’s degree
COST ESTIMATOR 3
Minimum Years of Experience: 5 years

Functional Responsibility: Estimator for acquisition or modifications of System or Service. Expertise in cost analysis tools, cost models, and costing methods. Provides cost estimate services in support of the POM, Milestone activities, and various investment and acquisition processes. Services include Program Life Cycle Cost Estimates; Analysis of Alternatives (AOAs) in support Acquisition Engineering initiatives; and Independent Government Cost Estimates (IGCEs). Assists with assessing the realism of contractor cost estimates submitted in response to government Requests for Change (RFC). Develops Independent Life Cycle Cost Estimates (I-LCCEs) models and documentation. Improve cost estimating methods and techniques through the collection, normalization and analysis of cost and technical data. Performs market research to determine costs of various technology alternatives; analysis of alternatives relative to technology costs; affordability assessments; and cost risk analysis.

Minimum Certifications and Education: Bachelor’s degree

COST ESTIMATOR 4
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Estimator for acquisition or modifications of Complex Systems or Services. Subject Matter Expert in cost analysis, acquisition/procurement lifecycle, policies and standards. Provides cost estimate services in support of the POM, Milestone activities, and various investment and acquisition processes. Services include Program Life Cycle Cost Estimates; Analysis of Alternatives (AOAs) in support Acquisition Engineering initiatives; and Independent Government Cost Estimates (IGCEs). Assists with assessing the realism of contractor cost estimates submitted in response to government Requests for Change (RFC). Develops Independent Life Cycle Cost Estimates (I-LCCEs) models and documentation. Improve cost estimating methods and techniques through the collection, normalization and analysis of cost and technical data. Performs market research to determine costs of various technology alternatives; analysis of alternatives relative to technology costs; affordability assessments; and cost risk analysis.

Minimum Certifications and Education: Bachelor’s degree

COST ESTIMATOR 5
Minimum Years of Experience: 14 years

Functional Responsibility: Senior Estimator for acquisition or modifications within Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Provides cost estimate services in support of the POM, Milestone activities, and various investment and acquisition processes. Services include Program Life Cycle Cost Estimates; Analysis of Alternatives (AOAs) in support Acquisition Engineering initiatives; and Independent Government Cost Estimates (IGCEs). Assists with assessing the realism of contractor cost estimates submitted in response to government Requests for Change (RFC). Develops Independent Life Cycle Cost Estimates (I-LCCEs) models and documentation. Improve cost estimating methods and techniques through the collection, normalization and analysis of cost and technical data. Performs market research to determine costs of various technology alternatives; analysis of alternatives relative to technology costs; affordability assessments; and cost risk analysis.

Minimum Certifications and Education: Bachelor’s degree

COST ESTIMATOR 6
Minimum Years of Experience:  20

Functional Responsibility: Senior Estimator for acquisition or modifications for Major System Acquisition (MSA), Command, Service or Agency wide program, or large program involving multiple community partners. Expert level guidance spanning community. Provides cost estimate services in support of the POM, Milestone activities, and various investment and acquisition processes. Services include Program Life Cycle Cost Estimates; Analysis of Alternatives (AOAs) in support Acquisition Engineering initiatives; and Independent Government Cost Estimates (IGCEs). Assists with assessing the realism of contractor cost estimates submitted in response to government Requests for Change (RFC). Develops Independent Life Cycle Cost Estimates (I-LCCEs) models and documentation. Improve cost estimating methods and techniques through the collection, normalization and analysis of cost and technical data. Performs market research to determine costs of various technology alternatives; analysis of alternatives relative to technology costs; affordability assessments; and cost risk analysis.

Minimum Certifications and Education:  Bachelor’s degree

PORTFOLIO MANAGEMENT 5
Minimum Years of Experience:  14 years

Functional Responsibility: Senior Advisor for supporting Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Assists the customer organization in the establishment and execution of processes and procedures for technical and program management of portfolios comprising projects, initiatives and programs. Provides the customer organization with, gap/overlap analysis with investment trade off analysis and recommendations. Monitors portfolio performance and implementation of investment decisions. Provides program, mission and technology subject matter expertise to support to budget planning and related financial activities such as the Program Objective Memorandum (POM) and Congressional Research Service (CRS) Quarterly Program Review.

Minimum Certifications and Education:  Bachelor’s degree

PORTFOLIO MANAGEMENT 6
Minimum Years of Experience:  20 years

Functional Responsibility: Senior Advisor for supporting Enterprise, Major Group, or Key Component of Command, Service or Agency. Expert level guidance spanning community. Provides the customer organization with, gap/overlap analysis with investment trade off analysis and recommendations. Monitors portfolio performance and implementation of investment decisions. Provides program, mission and technology subject matter expertise to support to budget planning and related financial activities such as the Program Objective Memorandum (POM) and Congressional Research Service (CRS) Quarterly Program Review.

Minimum Certifications and Education:  Bachelor’s degree

TRAINING 4
Minimum Years of Experience:  9 years

Functional Responsibility: Senior Training Advisor/Facilitator for supporting System/Service/Mission Program Management Office. Expert in acquisition lifecycle, policies and standards. Provides support to defining curriculum based on organization goals and objectives. Assists in the implementation of training courses, facilitating customer visits, and performing lab demonstrations. This will include training based on mission operations needs and the delivery of new product and technology training in support of operational readiness. Administer hands-on tests. The position will also be responsible for helping to
create, test, and review new and existing courseware. Ability to clearly communicate information in training materials.

**Minimum Certifications and Education:** Bachelor’s degree

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**TRAINING 5**  
Minimum Years of Experience: 14 years

Functional Responsibility: Senior Training Advisor/Facilitator for supporting Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Provides support to defining curriculum based on organization goals and objectives. Assists in the implementation of training courses, facilitating customer visits, and performing lab demonstrations. This will include training based on mission operations needs and the delivery of new product and technology training in support of operational readiness. Administer hands-on tests. The position will also be responsible for helping to create, test, and review new and existing courseware. Ability to clearly communicate information in training materials.

**Minimum Certifications and Education:** Bachelor’s degree

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**SCHEDULE ANALYST 4**  
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Schedule Analyst for acquisition and execution of Complex Mission, System or Service. Subject Matter Expert in schedule management, project management tools, acquisition lifecycle, policies and standards. Assists customers with conducting schedule analyses that involve complex technical parameters, acquisition and logistics requirements, constraints, procurement and business principles and similar project-influencing factors. Assesses progress and activity duration analysis; baseline versus forecast; and realism and achievability of project milestones. Performs critical path and near critical path analysis and trends analysis. Conducts and evaluates schedule risk analysis. Assists with integration of schedule data with cost and technical information. Assists with developing and tracking contract schedule performance management information for monthly, quarterly and annual Program Management Reviews.

**Minimum Certifications and Education:** Bachelor’s degree

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**PROGRAM/PROJECT MANAGEMENT 4**  
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Management Advisor for acquisition and execution of Complex Mission, System or Service. Subject Matter Expert in program/project management, acquisition lifecycle, policies and standards. Evaluates programs and project performance across the organization and make comprehensive recommendations to the Government. Provides expertise and advice to plan, manage, and execute programs and projects. Provides the Government advance and objective insight into program issues, execution risks, and corrective actions. Drafts, reviews, and, after Government approval, publishes program reports required by statutes and regulations. Participates in program management, business management, and budget execution reviews and provide feedback to the Government. Supports programmatic activities with development contractors. Reviews and revises management and governance policies, instructions, standards, and best practices. Develops and plans tailored contract oversight and scope verification activities consistent with customer organization program and financial management policies and plans. Reviews and assesses contract documentation and changes. Support fact finding for negotiations and provide feedback to the Government. Plans and conducts Contract Implementation Reviews (CIR) and Integrated Baseline Reviews (IBR).
**Minimum Certifications and Education:** Bachelor’s degree

**PROGRAM/PROJECT MANAGEMENT 5**
**Minimum Years of Experience:** 14 years

**Functional Responsibility:** Senior Management Advisor for acquisition and execution of Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Evaluates programs and project performance across the organization and make comprehensive recommendations to the Government. Provides expertise and advice to plan, manage, and execute programs and projects. Provides the Government advance and objective insight into program issues, execution risks, and corrective actions. Drafts, reviews, and, after Government approval, publishes program reports required by statutes and regulations. Participates in program management, business management, and budget execution reviews and provide feedback to the Government. Supports programmatic activities with development contractors. Reviews and revises management and governance policies, instructions, standards, and best practices. Develops and plans tailored contract oversight and scope verification activities consistent with customer organization program and financial management policies and plans. Reviews and assesses contract documentation and changes. Supports fact finding for negotiations and provide feedback to the Government. Plans and conducts Contract Implementation Reviews (CIR) and Integrated Baseline Reviews (IBR).

**Minimum Certifications and Education:** Bachelor’s degree

**PROGRAM/PROJECT MANAGEMENT 6**
**Minimum Years of Experience:** 20 years

**Functional Responsibility:** Senior Management Advisor for acquisition and execution of Major System Acquisition (MSA); Command, Service or Agency wide program; or large program involving multiple community partners. Expert level guidance spanning community. Evaluates programs and project performance across the organization and make comprehensive recommendations to the Government. Provides expertise and advice to plan, manage, and execute programs and projects. Provides the Government advance and objective insight into program issues, execution risks, and corrective actions. Drafts, reviews, and, after Government approval, publishes program reports required by statutes and regulations. Participates in program management, business management, and budget execution reviews and provide feedback to the Government. Supports programmatic activities with development contractors. Reviews and revises management and governance policies, instructions, standards, and best practices. Develops and plans tailored contract oversight and scope verification activities consistent with customer organization program and financial management policies and plans. Reviews and assesses contract documentation and changes. Supports fact finding for negotiations and provide feedback to the Government. Plans and conducts Contract Implementation Reviews (CIR) and Integrated Baseline Reviews (IBR).

**Minimum Certifications and Education:** Bachelor’s degree

**SCIENCE ADVISOR 5**
**Minimum Years of Experience:** 14 years

**Functional Responsibility:** Senior Scientist/Advisor supporting Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Organizes, directs and coordinates the planning and execution of research projects, including: developing research proposals; design research efforts to address specific business needs; monitor projects and report regularly on progress; develop research materials based on scientific best practices; supervise research execution; collaborate with...
Function: Senior Scientist/Advisor supporting Enterprise, Major Group, or Key Component of Command, Service or Agency. Expert level guidance spanning community. Organizes, directs and coordinates the planning and execution of research projects, including: developing research proposals; design research efforts to address specific business needs; monitor projects and report regularly on progress; develop research materials based on scientific best practices; supervise research execution; collaborate with statisticians to develop data analysis plans for research efforts; interpret and summarize research results. Provides technical insights that will be used to inform strategy and decisions, in partnership with government, academia, mission partner, and industry teams. Consults with research owners and manage client relationships, including: defining research requirements in terms of business objectives; provides guidance to clients regarding appropriate research goals and setting reasonable expectations for results; creates and delivers presentations to clients regarding research findings that are appropriate for a non-scientific audience.

Minimum Certifications and Education: Bachelor’s of Science degree
Functional Responsibility: Senior Engineer supporting acquisition and execution for Major System Acquisition (MSA), acquisition of Command, Service or Agency wide program, or large acquisition involving multiple community partners. Expert level guidance spanning community. Provide system security advice for multiple sites and systems, and recommend, implement, maintain, and review security documents and policies in support of ICD 503 and DNI directed assessment and authorization (A&A) requirements. Assist the organization’s Security A&A personnel and help facilitate the government directed A&A processes throughout the entire program/project life cycles. Review certification and vulnerability assessment testing results and provide feedback to development contractors and the Government. Review and assess System Security Authorization Agreements (SSAA) and provide feedback to the authors. Review DoD and IC information assurance policies and procedures. Identify Information Assurance security issues associated with development, deployment, and ongoing operations of fielded systems. This includes monitoring the distribution of mandated Information Assurance Vulnerability Management (IAVM) and other security patches, and monitoring and reviewing the conduct of Independent Verification and Validation (IV&V) testing.

Minimum Certifications and Education: Bachelor’s of Science degree

**TEST AND READINESS 3**
Minimum Years of Experience: 5 years

Functional Responsibility: Senior Readiness Advisor for acquisition/change of System or Service. Subject Matter Expert in acquisition lifecycle, policies and standards. Assists the government with independent verification and validation of systems and services operational readiness by evaluating data collected from analytical and experimental validation of critical function and characteristic proof of concept; data collected from breadboard and bench top level testing in the lab or relevant environment; and data collected from conducting subsystem or prototype testing in relevant or operational environment. Designs, develops and implements integration plans and implementation procedures. Responsible for verifying the physical, electrical, and logical compatibility of interfaces. Designs, develops and implements procedures and test fixtures for verifying and validating requirements of systems and subsystems. Analyzes test results, documents testing issues, and tracks closure of problems. Supports formal acceptance testing and milestone gate activities.

Minimum Certifications and Education: Bachelor’s of Science degree

**TEST AND READINESS 4**
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Readiness Advisor for acquisition/change of Complex System or Service. Subject Matter Expert in acquisition lifecycle, policies and standards. Assists the government with independent verification and validation of systems and services operational readiness by evaluating data collected from analytical and experimental validation of critical function and characteristic proof of concept; data collected from breadboard and bench top level testing in the lab or relevant environment; and data collected from conducting subsystem or prototype testing in relevant or operational environment. Designs, develops and implements integration plans and implementation procedures. Responsible for verifying the physical, electrical, and logical compatibility of interfaces. Designs, develops and implements procedures and test fixtures for verifying and validating requirements of systems and subsystems. Analyzes test results, documents testing issues, and tracks closure of problems. Supports formal acceptance testing and milestone gate activities.

Minimum Certifications and Education: Bachelor’s of Science degree
TEST AND READINESS 5
Minimum Years of Experience: 14 years

Functional Responsibility: Senior Readiness Advisor for acquisition/change of Portfolio of Interoperable Systems and/or Services. Expert level guidance spanning command, service or agency. Assists the government with independent verification and validation of systems and services operational readiness by evaluating data collected from analytical and experimental validation of critical function and characteristic proof of concept; data collected from breadboard and bench top level testing in the lab or relevant environment; and data collected from conducting subsystem or prototype testing in relevant or operational environment. Designs, develops and implements integration plans and implementation procedures. Responsible for verifying the physical, electrical, and logical compatibility of interfaces. Designs, develops and implements procedures and test fixtures for verifying and validating requirements of systems and subsystems. Analyzes test results, documents testing issues, and tracks closure of problems. Supports formal acceptance testing and milestone gate activities.

Minimum Certifications and Education: Bachelor’s of Science degree

STAFF OFFICER 4
Minimal Years of Experience: 9 years

Functional Responsibility: Senior Action Officer supporting System/Service/Mission Program Management Office. Subject Matter Expert in mission/program lifecycle, policies and standards. Independently perform a wide range of functions and tasks, which require vision, leadership, and proficiency in developing, explaining and supporting policy implementation. Applies problem identification, analysis, and resolution to coordinate activities, develop decision information for executives and prepare/deliver communications for varied audiences (e.g. NGA, DoD, IC, Federal Government, Congress, the media, the public, the international community, and private industry). Assists with analysis, evaluation, and assessment leading to development of recommendations for system and process improvements, optimization, development, and/or operations sustainment efforts for systems and processes. Coordinates and manages analysis evaluations and quality assessments for proper implementation of programs, systems specifications, and quality standards. Establishes performance measures, monitors and analyzes performance metrics to identify and implement performance-based improvements. Works closely with senior engineers/specialists or task leads. Possess strong written and oral communication skill and can interact with organization executives, department heads and managers.

Minimum Certifications and Education: Bachelor’s degree

STAFF OFFICER 5
Minimal Years of Experience: 14 years

Functional Responsibility: Senior Action Office for supporting Portfolio of Interoperable Mission, Systems and/or Services activities. Expert level guidance spanning command, service or agency. Independently perform a wide range of functions and tasks, which require vision, leadership, and proficiency in developing, explaining and supporting policy implementation. Applies problem identification, analysis, and resolution to coordinate activities, develop decision information for executives and prepare/deliver communications for varied audiences (e.g. NGA, DoD, IC, Federal Government, Congress, the media, the public, the international community, and private industry). Assists with analysis, evaluation, and assessment leading to development of recommendations for system and process improvements, optimization, development, and/or operations sustainment efforts for systems and processes. Coordinates and manages analysis evaluations and quality assessments for proper implementation of programs, systems specifications, and quality standards. Establishes performance measures, monitors and analyzes performance metrics to identify and implement performance-based
improvements. Works closely with senior engineers/specialists or task leads. Possess strong written and oral communication skill and can interact with organization executives, department heads and managers.

**Minimum Certifications and Education:** Bachelor’s degree

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**STAFF OFFICER 6**

**Minimal Years of Experience:** 20 years

**Functional Responsibility:** Senior Action Officer for supporting Enterprise, Major Group, or Key Component of Command, Service or Agency. Expert level guidance spanning community. Independently performs a wide range of functions and tasks, which require vision, leadership, and proficiency in developing, explaining and supporting policy implementation. Applies problem identification, analysis, and resolution to coordinate activities, develop decision information for executives and prepare/deliver communications for varied audiences (e.g. NGA, DoD, IC, Federal Government, Congress, the media, the public, the international community, and private industry). Assists with analysis, evaluation, and assessment leading to development of recommendations for system and process improvements, optimization, development, and/or operations sustainment efforts for systems and processes. Coordinates and manages analysis evaluations and quality assessments for proper implementation of programs, systems specifications, and quality standards. Establishes performance measures, monitors and analyzes performance metrics to identify and implement performance-based improvements. Works closely with senior engineers/specialists or task leads. Possess strong written and oral communication skill and can interact with organization executives, department heads and managers.

**Minimum Certifications and Education:** Bachelor’s degree

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**AGILE EXECUTION ADVISOR 3**

**Minimum Years of Experience:** 5 years

**Functional Responsibility:** Advisor for pre- and post-acquisition lifecycle of System or Service. Subject Matter Expert in agile concepts, frameworks and methods. Provides advisory and assistance support on executing initiatives, projects, programs and portfolios using agile concepts, frameworks and methods. Researches and analyzes a breadth of technical and acquisition related topics related to streamlined and flexible execution and provide professional quality briefings, reports, and white papers. Supports integration of agile methods into RFP development and proposal review for new contracts if needed. Reviews, updates and develops acquisition policies and directives to ensure alignment with DoD/IC directives and agile acquisition processes/policies. Supports continuous evolution of agile training courses offered to ensure the needs of the workforce are met. Develops and collects performance statistics to track the success of agile efforts.

**Minimum Certifications and Education:** Bachelor’s degree

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**AGILE EXECUTION ADVISOR 5**

**Minimum Years of Experience:** 14 years

**Functional Responsibility:** Senior Advisor for pre- and post- acquisition of Portfolio of Interoperable Systems and/or Services. Expert level guidance on successful use of agile models spanning command, service or agency. Provides advisory and assistance support on executing initiatives, projects, programs and portfolios using agile concepts, frameworks and methods. Researches and analyzes a breadth of technical and acquisition related topics related to streamlined and flexible execution and provide professional quality briefings, reports, and white papers. Supports integration of agile methods into RFP development and proposal review for new contracts if needed. Reviews, updates and develops acquisition
policies and directives to ensure alignment with DoD/IC directives and agile acquisition processes/policies. Supports continuous evolution of agile training courses offered to ensure the needs of the workforce are met. Develops and collects performance statistics to track the success of agile efforts.

Minimum Certifications and Education: Bachelor’s degree

AGILE EXECUTION ADVISOR 6
Minimum Years of Experience: 20 years

Functional Responsibility: Senior Advisor for major transformation of Command, Service or Agency acquisitions or programs, or transformation involving multiple community partners. Expert level guidance on successful use of agile models spanning community and industry. Provides advisory and assistance support on executing initiatives, projects, programs and portfolios using agile concepts, frameworks and methods. Researches and analyzes a breadth of technical and acquisition related topics related to streamlined and flexible execution and provide professional quality briefings, reports, and white papers. Supports integration of agile methods into RFP development and proposal review for new contracts if needed. Reviews, updates and develops acquisition policies and directives to ensure alignment with DoD/IC directives and agile acquisition processes/policies. Supports continuous evolution of agile training courses offered to ensure the needs of the workforce are met. Develops and collects performance statistics to track the success of agile efforts.

Minimum Certifications and Education: Bachelor’s degree

SYSTEMS ANALYST/RESEARCHER 4
Minimum Years of Experience: 9 years

Functional Responsibility: Senior Analyst in support of Branch, Office or Complex System or Service. Subject Matter Expert in research/analysis methods, functional area, program lifecycle, policies and standards. Analyzes customer needs to determine appropriate hardware, software, and procedural solutions. Performs process, workflow and data modeling in support of the planning and analysis efforts. Researches available commercial, government, and open source technologies. Applies engineering principles to develop strategic and planning documents such as Roadmaps, Concept of Operations, and Contingency Plans. Facilitates group meetings, customer interviews, training sessions and other venues for knowledge transfer. Works with various stakeholders to develop business questions and identify the data necessary to analyze to answer those questions. Responsible for developing and maintaining full lifecycle resource models. Coordinates, documents, and ensures standard inter-system interface parameters and formats. Uses data mining for structured and unstructured information to join and explore relationships in disparate data sets. Applies advanced analytics capabilities to derive insights from a combination of unstructured, semi-structured, and structured data. May develop information systems using content management frameworks and back office platforms. Utilizes industry standard communication and visualization tools to visualize and communicate complex quantitative information and analysis to senior executives.

Minimum Certifications and Education: Bachelor’s of Science degree

SYSTEMS ANALYST/RESEARCHER 5
Minimum Years of Experience: 14 years

Functional Responsibility: Senior Analyst in support of Division or Portfolio of Systems and/or Services. Expert level guidance spanning command, service or agency. Analyzes customer needs to determine appropriate hardware, software, and procedural solutions. Performs process, workflow and data modeling
in support of the planning and analysis efforts. Researches available commercial, government, and open source technologies. Applies engineering principles to develop strategic and planning documents such as Roadmaps, Concept of Operations, and Contingency Plans. Facilitates group meetings, customer interviews, training sessions and other venues for knowledge transfer. Works with various stakeholders to develop business questions and identify the data necessary to analyze to answer those questions. Responsible for developing and maintaining full lifecycle resource models. Coordinates, documents, and ensures standard inter-system interface parameters and formats. Uses data mining for structured and unstructured information to join and explore relationships in disparate data sets. Applies advanced analytics capabilities to derive insights from a combination of unstructured, semi-structured, and structured data. May develop information systems using content management frameworks and back office platforms. Utilizes industry standard communication and visualization tools to visualize and communicate complex quantitative information and analysis to senior executives.

Minimum Certifications and Education: Bachelor’s of Science degree

SYSTEMS ANALYST/RESEARCHER 6
Minimum Years of Experience: 20 years

Functional Responsibility: Senior Analyst for Major Program, Key Component, or Command, Service or Agency enterprise level. Expert level guidance spanning community. Analyzes customer needs to determine appropriate hardware, software, and procedural solutions. Performs process, workflow and data modeling in support of the planning and analysis efforts. Researches available commercial, government, and open source technologies. Applies engineering principles to develop strategic and planning documents such as Roadmaps, Concept of Operations, and Contingency Plans. Facilitates group meetings, customer interviews, training sessions and other venues for knowledge transfer. Works with various stakeholders to develop business questions and identify the data necessary to analyze to answer those questions. Responsible for developing and maintaining full lifecycle resource models. Coordinates, documents, and ensures standard inter-system interface parameters and formats. Uses data mining for structured and unstructured information to join and explore relationships in disparate data sets. Applies advanced analytics capabilities to derive insights from a combination of unstructured, semi-structured, and structured data. May develop information systems using content management frameworks and back office platforms. Utilizes industry standard communication and visualization tools to visualize and communicate complex quantitative information and analysis to senior executives.

Minimum Certifications and Education: Bachelor’s of Science degree