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 are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAdvantage.gov.

Schedule Title:  **MULTIPLE AWARD SCHEDULE (MAS 99)**
FSC Group, Part, and Section or Standard Industrial Group (as applicable): **Class 70**
FSC Class(es)/Product code(s) and/or Service Codes (as applicable):

- **FSC/PSC Class D301 IT AND TELECOM- FACILITY OPERATION AND MAINTENANCE**
  - Facility Management
- **FSC/PSC Class D302 IT AND TELECOM- SYSTEMS DEVELOPMENT**
  - Systems Development Services
- **FSC/PSC Class D306 IT AND TELECOM- SYSTEMS ANALYSIS**
  - Systems Analysis Services
- **FSC/PSC Class D307 IT AND TELECOM- IT STRATEGY AND ARCHITECTURE**
  - Automated Information Systems Services
- **FSC/PSC Class D308 IT AND TELECOM- PROGRAMMING**
  - Programming Services
- **FSC/PSC Class D310 IT AND TELECOM- CYBER SECURITY AND ATA BACKUP**
  - Backup and Security Services
- **FSC/PSC Class D311 IT AND TELECOM- DATA CONVERSION**
  - Data Conversion Services
- **FSC/PSC Class D313 IT AND TELECOM- COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING (CAD/CAM)**
  - Computer Aided Design Services
  - Computer Aided Manufacturing Services
- **FSC/PSC Class D316 IT AND TELECOM- TELECOMMUNICATIONS NETWORK MANAGEMENT**
  - IT Network Management Services
- **FSC/PSC Class D317 IT AND TELECOM- WEB-BASED SUBSCRIPTION**
  - Creation/Retrieval of IT Related Data Services
  - Creation/Retrieval of Other Information Services
  - Creation/Retrieval of IT Related Automated News Services
- **FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS**
  - Other Information Technology Services, Not Elsewhere Classified

Contract number:  **47QTCA18D003T**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period:  **12/14/2017 through 12/13/2022**
Pricing Current through Modification # A812 Dated June 25, 2020

JCS Solutions LLC
4114 Legato Rd., STE 710, Fairfax, VA 22033-4002
Phone: 571-429-4670 and Fax: 703-596-1014
Contract Administrator: Raji Bezwada and Email:
  [Raji.Bezwada@jcossolutions.com](mailto:Raji.Bezwada@jcossolutions.com)

**Economically Disadvantaged Women Owned Small Business**
**SBA Certified 8(a) Firm**
1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s):

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<p>| 54151S                      | Project Manager                                      | 192.54 | 196.01 | 199.54 | 203.13 | 206.79 |
| 54151S                      | Subject Matter Expert - Level 1                      | 176.32 | 179.49 | 182.73 | 186.01 | 189.36 |
| 54151S                      | Subject Matter Expert - Level 2                      | 246.85 | 251.29 | 255.82 | 260.42 | 265.11 |
| 54151S                      | Senior Software Developer                             | 187.61 | 190.98 | 194.42 | 197.92 | 201.48 |
| 54151S                      | Senior Systems Engineer                               | 185.36 | 188.69 | 192.09 | 195.55 | 199.07 |
| 54151S                      | Senior Architect                                     | 193.77 | 197.26 | 200.81 | 204.42 | 208.10 |
| 54151S                      | Helpdesk Manager                                     | 107.55 | 109.48 | 111.45 | 113.46 | 115.50 |
| 54151S                      | Net Developer Level 1                                 | 95.03  | 96.74  | 98.48  | 100.25 | 102.06 |
| 54151S                      | Functional Analyst                                    | 70.82  | 72.09  | 73.39  | 74.71  | 76.05  |
| 54151S                      | Helpdesk Specialist                                   | 83.91  | 85.42  | 86.96  | 88.52  | 90.12  |
| 54151S                      | IT Asset Management Coordinator                       | 83.91  | 85.42  | 86.96  | 88.52  | 90.12  |
| 54151S                      | Deployment Program Manager                            | 155.17 | 157.96 | 160.81 | 163.70 | 166.65 |
| 54151S                      | Deployment Project Manager                            | 155.17 | 157.96 | 160.81 | 163.70 | 166.65 |
| 54151S                      | Program Analyst                                       | 118.49 | 120.62 | 122.79 | 125.00 | 127.25 |
| 54151S                      | Business Process Consultant                           | 118.49 | 120.62 | 122.79 | 125.00 | 127.25 |
| 54151S                      | Communications Analyst                                | 107.55 | 109.48 | 111.45 | 113.46 | 115.50 |
| 54151S                      | Deployment Coordinator                                | 107.55 | 109.48 | 111.45 | 113.46 | 115.50 |
| 54151S                      | Helpdesk Support Services Specialists                 | 107.55 | 109.48 | 111.45 | 113.46 | 115.50 |
| 54151HEAL                   | Health IT Project Manager                             | 192.54 | 196.01 | 199.54 | 203.13 | 206.79 |
| 54151HEAL                   | Health IT Subject Matter Expert - Level 1             | 176.32 | 179.49 | 182.73 | 186.01 | 189.36 |
| 54151HEAL                   | Health IT Subject Matter Expert - Level 2             | 246.85 | 251.29 | 255.82 | 260.42 | 265.11 |
| 54151HEAL                   | Health IT Senior Software Developer                   | 187.61 | 190.98 | 194.42 | 197.92 | 201.48 |
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| 54151HEAL                   | Health IT Senior Architect                            | 193.77 | 197.26 | 200.81 | 204.42 | 208.10 |
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| 54151HEAL                   | Health IT Functional Analyst                          | 70.82  | 72.09  | 73.39  | 74.71  | 76.05  |
| 54151HEAL                   | Health IT Helpdesk Specialist                        | 83.91  | 85.42  | 86.96  | 88.52  | 90.12  |
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</tr>
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</tr>
</tbody>
</table>

** Indicates labor categories subject to the Service Contract Act (SCA)

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code - Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Specialist**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Health IT Administrative Specialist**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Administrative Specialist II**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4281</td>
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<tr>
<td>Health IT Administrative Specialist III**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Administrative Specialist III**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4281</td>
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<tr>
<td>Health IT Administrative Specialist III**</td>
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<td>2015-4281</td>
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<tr>
<td>Scheduling Assistant I**</td>
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<tr>
<td>Health IT Scheduling Assistant I**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>
"The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (** in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide)."

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:

For some labor categories, JCS Solutions LLC accepts “equivalent” experience in lieu of minimum education levels. Those labor categories indicate “or equivalent”. The chart below shows the acceptable minimum equivalents where applicable:

<table>
<thead>
<tr>
<th>Listed Minimum Education</th>
<th>Allowable Substitution for Listed Minimum Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associates Degree</td>
<td>A High School Diploma (or GED) coupled with an additional 4 years of relevant experience may be substituted for an Associates Degree.</td>
</tr>
<tr>
<td>Bachelor's Degree</td>
<td>A High School Diploma (or GED) coupled with an additional 6 years of relevant experience; or an Associates degree, coupled with an additional 4 years of relevant experience, may be substituted for a Bachelor's degree</td>
</tr>
<tr>
<td>Master's Degree</td>
<td>A Bachelor's degree plus an additional 4 years of relevant experience may be substituted for a Master's degree</td>
</tr>
<tr>
<td>PhD</td>
<td>A Master's degree plus an additional 3 years of relevant experience may be substituted for a PhD</td>
</tr>
</tbody>
</table>

**Project Manager**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent experience and Program Management Professional (PMP) or equivalent certification  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** Oversee all aspects of the project, leading a team on projects and experienced in lifecycle and project management methodologies. Analyzes project-related problems and creates innovative solutions that normally involve the schedule, costs, technology, methodology, tools, performance progress of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Identifies and mitigates risks.

**Subject Matter Expert – Level 1**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent experience and Program Management Professional (PMP) or equivalent certification  
**Minimum Years Experience:** 5
**Functional Responsibilities**: Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; cloud, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

**Subject Matter Expert – Level 2**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent experience  
**Minimum Years Experience:** 10

**Functional Responsibilities**: Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; cloud, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

**Senior Software Developer**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent experience  
**Minimum Years Experience:** 5

**Functional Responsibilities**: Performs assigned portions of programming, and documentation for IT applications and systems. Participates in all phases of software development with emphasis on the programming, testing, documentation, and acceptance phases. Designs and prepares technical reports and related documentation and makes charts and graphs to record results. Participates in the implementation of the components accounting for the availability of multiple languages, resource limitations and maintainability.

**Senior Systems Engineer**

**SIN:** 54151S
**Minimum Education:** Bachelors or Equivalent experience

**Minimum Years Experience:** 5

**Functional Responsibilities:** Provides specialized expertise within multiple systems, software disciplines, and related general disciplines, applications implications, and customer areas. Responsible for performing in-depth analysis and technical support of systems software products, including problem resolution, design, development, testing, operational integration, and user support. Provides quality assurance review and the evaluation of new and existing software products.

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**Senior Architect**

**SIN:** 54151S

**Minimum Education:** Bachelors or Equivalent experience

**Minimum Years Experience:** 4

**Functional Responsibilities:** Designs architecture to include the software, hardware, and communications to support the total requirements. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action.

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**Helpdesk Manager**

**SIN:** 54151S

**Minimum Education:** Bachelors or Equivalent experience and IAT Certification

**Minimum Years Experience:** 8

**Functional Responsibilities:** Provide daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.

---

**.Net Developer 1**

**SIN:** 54151S

**Minimum Education:** Bachelors or Equivalent experience

**Minimum Years Experience:** 3

**Functional Responsibilities:** Performs assigned portions of design, programming, documentation for IT systems. Participates in assigned phases of software development with emphasis on the programming, testing acceptance phases. Supports the preparation of technical reports and related documentation.

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**Functional Analyst**

**SIN:** 54151S

**Minimum Education:** Bachelors or equivalent experience
Minimum Years Experience: 5
Functional Responsibilities: Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task.

Helpdesk Specialist

SIN: 54151S
Minimum Education: Associates or equivalent experience and IAT Certification
Minimum Years Experience: 3
Functional Responsibilities: Provide phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.

IT Asset Management Coordinator

SIN: 54151S
Minimum Education: Bachelors or Equivalent
Minimum Years Experience: 5
Functional Responsibilities: Performs IT asset management duties within the IT procurement and inventory management function. Maintains records and databases containing information regarding licenses, warranties, and service agreements for the organization's hardware and software.

Deployment Program Manager

SIN: 54151S
Minimum Education: Bachelors or Equivalent and Program Management Professional (PMP) or equivalent certification
Minimum Years Experience: 5
Functional Responsibilities: Serve as the program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related project tasks that often require managing teams of Contractor personnel at multiple locations. Provide overall direction of program activities. Manage and maintain Contractor interface with the senior levels of the customer’s organization. Consult with customer and Contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business.

Deployment Project Manager
Program Analyst

SIN: 54151S
Minimum Education: Bachelors or equivalent experience
Minimum Years Experience: 5
Functional Responsibilities: Provides management of project activities, personnel and administrative functions related to specific tasks and insures that technical solutions and schedules are implemented in a timely manner. Directs and manages staff assignments and monitors product quality and insures project milestones meet deliverable schedules, and reports on project status to the project manager.

Business Practice Consultant

SIN: 54151S
Minimum Education: Bachelors or equivalent experience
Minimum Years Experience: 5
Functional Responsibilities: Performs process and re-engineering, with an understanding of technical problems and solutions. Identifies new approaches and solutions to business issues identified through analysis of processes. Creates process change by integrating new processes with existing ones and recommends and facilitates quality improvement efforts.

Communications Analyst

SIN: 54151S
Minimum Education: Bachelors or equivalent experience
Minimum Years Experience: 5
Functional Responsibilities: Assists in the planning, design, and implementation of communications networks. Conducts feasibility studies for large projects, develops requests for proposal, evaluates vendor products, and makes recommendations on selection. Provides guidance and training to less experienced analysts.

Deployment Coordinator

SIN: 54151S
Minimum Education: Associates or equivalent experience
Minimum Years Experience: 5
**Functional Responsibilities:** Staffs the Help Desk. Answers user's calls and records all necessary information. Offers assistance over the phone and follows the problem through to resolution. Assigns problems to the Field Service Technicians, Training Center, or appropriate area for resolution. Logs and reports data on the number and type of calls received.

**Help Desk Support Services Specialists**

**SIN:** 54151S

**Minimum Education:** Associates or equivalent experience

**Minimum Years Experience:** 5

**Functional Responsibilities:** Provides second-tier support and interacts with customers, network services, software, systems engineering to ensure seamless support and restore service and provide resolution. Simulates or recreates user problems for resolution.

**Health IT Project Manager**

**SIN:** 54151HEAL

**Minimum Education:** Bachelors or Equivalent experience and Program Management Professional (PMP) or equivalent certification

**Minimum Years Experience:** 8

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Oversee all aspects of the project, leading a team on projects and experienced in lifecycle and project management methodologies. Analyzes project-related problems and creates innovative solutions that normally involve the schedule, costs, technology, methodology, tools, performance progress of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Identifies and mitigates risks.

**Health IT Subject Matter Expert – Level 1**

**SIN:** 54151HEAL

**Minimum Education:** Bachelors or Equivalent experience and Program Management Professional (PMP) or equivalent certification

**Minimum Years Experience:** 5

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development
methodologies; cloud, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Health IT Subject Matter Expert – Level 2

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent experience  
**Minimum Years Experience:** 10  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; cloud, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Health IT Senior Software Developer

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Performs assigned portions of programming, and documentation for IT applications and systems. Participates in all phases of software development with emphasis on the programming, testing, documentation, and acceptance phases. Designs and prepares technical reports and related documentation and makes charts and graphs to record results. Participates in the implementation of the components accounting for the availability of multiple languages, resource limitations and maintainability.

Health IT Senior Systems Engineer

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Provides specialized expertise within multiple systems, software disciplines, and related general disciplines, applications implications, and customer areas. Responsible for performing in-depth analysis and technical support of systems software products, including problem resolution, design, development, testing, operational integration, and user support. Provides quality assurance review and the evaluation of new and existing software products.
Health IT Senior Architect

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent experience
Minimum Years Experience: 4
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Designs architecture to include the software, hardware, and communications to support the total requirements. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action.

Health IT Helpdesk Manager

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent experience and IAT Certification
Minimum Years Experience: 8
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Provide daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.

Health IT .Net Developer 1

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent experience
Minimum Years Experience: 3
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Performs assigned portions of design, programming, documentation for IT systems. Participates in assigned phases of software development with emphasis on the programming, testing acceptance phases. Supports the preparation of technical reports and related documentation.

Health IT Functional Analyst

SIN: 54151HEAL
Minimum Education: Bachelors or equivalent experience
Minimum Years Experience: 5
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task.
Health IT Helpdesk Specialist

SIN: 54151HEAL

Minimum Education: Associates or equivalent experience ad IAT Certification
Minimum Years Experience: 3

Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Provide phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.

Health IT Asset Management Coordinator

SIN: 54151HEAL

Minimum Education: Bachelors or Equivalent
Minimum Years Experience: 5

Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Performs IT asset management duties within the IT procurement and inventory management function. Maintains records and databases containing information regarding licenses, warranties, and service agreements for the organization's hardware and software.

Health IT Deployment Program Manager

SIN: 54151HEAL

Minimum Education: Bachelors or Equivalent and Program Management Professional (PMP) or equivalent certification
Minimum Years Experience: 5

Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Serve as the program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related project tasks that often require managing teams of Contractor personnel at multiple locations. Provide overall direction of program activities. Manage and maintain Contractor interface with the senior levels of the customer’s organization. Consult with customer and Contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business.

Health IT Deployment Project Manager

SIN: 54151HEAL

Minimum Education: Bachelors or Equivalent and IAT Certification
Minimum Years Experience: 5
**Functional Responsibilities** For delivery specific to healthcare, medical, and clinical environments. Provides management of project activities, personnel and administrative functions related to specific tasks and insures that technical solutions and schedules are implemented in a timely manner. Directs and manages staff assignments and monitors product quality and insures project milestones meet deliverable schedules, and reports on project status to the project manager.

**Health IT Program Analyst**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Performs analytical services required to administer IT programs throughout all phases of business requirements analysis, software design, system and performance testing, and implementation. Analyze and review cost, schedule and performance and review the system, software, business and system integration requirements to ensure the requirements meet the program needs.

**Health IT Business Practice Consultant**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Performs process and re-engineering, with an understanding of technical problems and solutions. Identifies new approaches and solutions to business issues identified through analysis of processes. Creates process change by integrating new processes with existing ones and recommends and facilitates quality improvement efforts.

**Health IT Communications Analyst**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Assists in the planning, design, and implementation of communications networks. Conducts feasibility studies for large projects, develops requests for proposal, evaluates vendor products, and makes recommendations on selection. Provides guidance and training to less experienced analysts.

**Health IT Deployment Coordinator**

**SIN:** 54151HEAL  
**Minimum Education:** Associates or equivalent experience  
**Minimum Years Experience:** 5
**Functional Responsibilities**: For delivery specific to healthcare, medical, and clinical environments. Staffs the Help Desk. Answers user's calls and records all necessary information. Offers assistance over the phone and follows the problem through to resolution. Assigns problems to the Field Service Technicians, Training Center, or appropriate area for resolution. Logs and reports data on the number and type of calls received.

**Health IT Help Desk Support Services Specialists**

**SIN:** 54151HEAL  
**Minimum Education:** Associates or equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities**: For delivery specific to healthcare, medical, and clinical environments. Provides second-tier support and interacts with customers, network services, software, systems engineering to ensure seamless support and restore service and provide resolution. Simulates or recreates user problems for resolution.

**Administrative Specialist**

**SIN:** ANCILLARY  
**Minimum Education:** High School Diploma or Equivalent  
**Minimum Years Experience:** 3  
**Functional Responsibilities**: Performs administrative duties and responsibilities in support of an IT program, project, department, or facility. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

**Scheduling Assistant I**

**SIN:** ANCILLARY  
**Minimum Education:** High School Diploma or Equivalent  
**Minimum Years Experience:** 3  
**Functional Responsibilities**: Provides administrative and scheduling support specifically dedicated to the requirements of the IT project team. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

**Floor Manager**

**SIN:** ANCILLARY  
**Minimum Education:** Bachelors or equivalent experience  
**Minimum Years Experience:** 5  
**Functional Responsibilities**: Provides ensuring the timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution.
Health IT Administrative Specialist**

**SIN**: ANCILLARY  
**Minimum Education**: High School Diploma or Equivalent  
**Minimum Years Experience**: 3  
**Functional Responsibilities**: For delivery specific to healthcare, medical, and clinical environments. Performs administrative duties and responsibilities in support of an IT program, project, department, or facility. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

Health IT Scheduling Assistant I**

**SIN**: ANCILLARY  
**Minimum Education**: High School Diploma or Equivalent  
**Minimum Years Experience**: 3  
**Functional Responsibilities**: For delivery specific to healthcare, medical, and clinical environments. Provides administrative and scheduling support specifically dedicated to the requirements of the IT project team. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

Health IT Floor Manager

**SIN**: ANCILLARY  
**Minimum Education**: Bachelors or equivalent experience  
**Minimum Years Experience**: 5  
**Functional Responsibilities**: For delivery specific to healthcare, medical, and clinical environments. Provides ensuring the timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution.

Applications Administrator – Supply Chain

**SIN**: 54151S  
**Minimum Education**: Associate or Equivalent Experience  
**Minimum Years Experience**: 3  
**Functional Responsibilities**: Provides data administration, process documentation and cross-functional interfaces support for Supply Chain efforts. As a Supply Chain applications Administrator, ensures all data is complete, consistent, correct, clear and entered timely in the right systems and tools. Support may include but is not limited to: development and management of data collection and management spreadsheets; development of briefings and information papers; data collection assistance, and meeting attendance. Provides input to reports and other deliverables as directed.

IT Supply Chain Consultant
SIN: 54151S
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 3
Functional Responsibilities: Provides IT and supply chain strategy and serve as technology consultants enabling enterprises to make smarter decisions and providing unparalleled client and consumer experiences in identifying and recommending improvement solutions for the supply chain technologies and processes.

Computer Programmer

SIN: 54151S
Minimum Education: Associate or Equivalent Experience
Minimum Years Experience: 3
Functional Responsibilities: Performs computer programming of major and minor computer systems and/or networks. Limited experience in computer programming language for major multi-user systems that require data processing needs of a broad area. Responsible for designing, developing, testing and supporting scripting, application development and other high-end IT tasks. Possesses a deep knowledge of IT security protocols and works with the project team and the client for all scoping and execution of assigned tasks. Proven history of documenting development activities and must possess excellent verbal and written communication skills.

Computer Programmer II

SIN: 54151S
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 2
Functional Responsibilities: Performs computer programming of major and minor computer systems and/or networks. Four or more years experience in computer programming language for major multi-user systems that require data processing needs of a broad area. Responsible for designing, developing, testing and supporting scripting, application development and other high-end IT tasks. Possesses a deep knowledge of IT security protocols and works with the project team and the client for all scoping and execution of assigned tasks. Proven history of documenting development activities and must possess excellent verbal and written communication skills.

Computer Programmer III

SIN: 54151S
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 6
Functional Responsibilities: Performs computer programming of major and minor computer systems and/or networks. Six or more years experience in computer programming language for major multi-user systems that require data processing needs of a broad area. Responsible for designing, developing, testing and supporting scripting, application development and other high-end IT tasks. Possesses a deep knowledge of IT security protocols and works with the
project team and the client for all scoping and execution of assigned tasks. Proven history of documenting development activities and must possess excellent verbal and written communication skills.

**Computer System Security Analyst**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 4  
**Functional Responsibilities:** Performs information system security activities for government and commercial clients. Interfaces directly with clients to identify requirements. Fully characterizes information system security environments, including system connectivity, in terms of administrative, technical and organizational factors and develops risk management alternatives for securing information assets. Develops and applies advanced methods, theories and research techniques in the solution of security environment requirements and problems. Reviews information system security environments to include all aspects of physical, technical and administrative security issues. Develops client-specific information system risk-management alternatives and implementation plans.

**Database Administrator I**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 4  
**Functional Responsibilities:** Responsible for all activities related to the administration of computerized databases. Assign personnel to various projects and direct their activities; review and evaluate their work and prepare performance reports. Confer with and advise subordinates on administrative policies and procedures, technical problems, priorities and methods. Consult with and advise users of the various databases. Project long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepare activity and progress reports regarding the database management section.

**Database Administrator II**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** Responsible for all activities related to the administration of computerized databases. Assign personnel to various projects and direct their activities; review and evaluate their work and prepare performance reports. Confer with and advise subordinates on administrative policies and procedures, technical problems, priorities and methods. Consult with and advise users of the various databases. Project long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepare activity and progress reports regarding the database management section.

**Database Administrator III**
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 8

Functional Responsibilities: Responsible for all activities related to the administration of computerized databases. Assign personnel to various projects and direct their activities; review and evaluate their work and prepare performance reports. Confer with and advise subordinates on administrative policies and procedures, technical problems, priorities and methods. Consult with and advise users of the various databases. Project long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepare activity and progress reports regarding the database management section.

Database Specialist

Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 6

Functional Responsibilities: Applies knowledge of database management system and coordinates physical changes to computer databases. May code, test, and implement database applications. Designs logical and physical databases or reviews description of changes to database design. Creates and maintains user profiles. Tests and corrects errors and refines changes to database. Codes utility programs monitoring database performance. Reviews and corrects programs.

Oracle Database Administrator

Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 5

Functional Responsibilities: Serves as database administrator and assist with the migrations of Oracle database systems solutions for government and commercial clients. In addition, the candidate will be required to serve as a subject matter expertise and administrator expert in the assigned area of responsibility. The individual must be familiar with Oracle database technologies and newer database concepts. The candidate must have familiarization with administration, maintenance and securing various Oracle database applications.

Oracle Supply Chain Consultant

Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 7

Functional Responsibilities: Serves as Oracle Supply Chain consultant and helps clients identify and execute against their enterprise resource planning needs using Oracle technology. Helps clients use Oracle offerings and/or industry specific solutions to solve clients’ business problems
in the areas of finance, operations, human capital, customer, and governance, risk and compliance.

**Systems Analyst**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 4  
**Functional Responsibilities:** Analyzes, develops, and evaluates, improvements in methods, procedures and techniques for the targeted systems. The System Analyst interacts with the technical staff and the customer to ensure requirements for developing and enhancing systems are satisfied. Interfaces directly with the PM for all activities related to the technical design and development of systems.

**Task Management Lead**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Task Manager**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Deputy Task Manager**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 4
**Functional Responsibilities**: Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Task Program Manager**

**SIN**: 54151S

**Minimum Education**: Bachelors or Equivalent Experience

**Minimum Years Experience**: 10

**Functional Responsibilities**: Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Knowledge Management Specialist**

**SIN**: 54151S

**Minimum Education**: Bachelors or Equivalent Experience

**Minimum Years Experience**: 5

**Functional Responsibilities**: Brings hands-on experience designing and implementing Knowledge Management solutions in collaborative technology platforms. Develops, supports, populates, assists in monitoring and growing electronic social media platforms, to include chat, blogs, micro-blogs, wikis, bookmarks, RSS feeds, SharePoint, and Communities of Practice (COP), and enhancing their use in promoting collaboration and information sharing. Conducts stakeholder meetings, KM workshops, and related training sessions. Analyzes business processes to identify gaps and recommend solutions. Contributes to and development of KM strategic communications, presentations, and assessment reports.

**IT Operations Manager**

**SIN**: 54151S

**Minimum Education**: Bachelors or Equivalent Experience

**Minimum Years Experience**: 10

**Functional Responsibilities**: The Information Technology Operations Manager is responsible for the direct daily management of IT operational teams, including infrastructure, network, and security operations. This position will be responsible to meet the needs of end users and provide sustainable technology solutions. This individual will be accountable for formulating policies, analyzing workflow, establishing priorities, developing standards and setting deadlines. The IT Operations manager will apply strong communication skills, team building, conflict
management, problem-solving skills, and knowledge of best practices to motivate and manage team members.

**IT Automation Analyst**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** Analyzes, develops, and evaluates, improvements in methods, procedures and techniques for the targeted systems. The System Analyst interacts with the technical staff and the customer to ensure requirements for developing and enhancing systems are satisfied. Interfaces directly with the PM for all activities related to the technical design and development of systems.

**Computer Graphics Designer**

**SIN:** 54151S  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 2  
**Functional Responsibilities:** Provides graphics and design consulting to staff, produces graphics and design work, provides advanced technical support and guidance to information specialists and others. Implements report and graphic standards of the company and provides advanced technical support and guidance to others. Possesses strong knowledge of multiple PC and Macintosh application packages including word processing, spreadsheets, graphics, and drawing packages. Responsible for overall management of budget for graphics work done on projects.

**Administrative Specialist II**

**SIN:** ANCILLARY  
**Minimum Education:** High School Diploma or Equivalent  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** Performs administrative duties and responsibilities in support of an IT program, project, department, or facility. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

**Administrative Specialist III**

**SIN:** ANCILLARY  
**Minimum Education:** High School Diploma or Equivalent  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** Performs administrative duties and responsibilities in support of an IT program, project, department, or facility. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.
Health IT Applications Administrator – Supply Chain

**SIN:** 54151HEAL

**Minimum Education:** Associate or Equivalent Experience

**Minimum Years Experience:** 3

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Provides data administration, process documentation and cross-functional interfaces support for Supply Chain efforts. As a Supply Chain applications Administrator, ensures all data is complete, consistent, correct, clear and entered timely in the right systems and tools. Support may include but is not limited to: development and management of data collection and management spreadsheets; development of briefings and information papers; data collection assistance, and meeting attendance. Provides input to reports and other deliverables as directed.

Health IT Supply Chain Consultant

**SIN:** 54151HEAL

**Minimum Education:** Bachelors or Equivalent Experience

**Minimum Years Experience:** 3

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Provides IT and supply chain strategy and serve as technology consultants enabling enterprises to make smarter decisions and providing unparalleled client and consumer experiences in identifying and recommending improvement solutions for the supply chain technologies and processes.

Health IT Computer Programmer

**SIN:** 54151HEAL

**Minimum Education:** Associate or Equivalent Experience

**Minimum Years Experience:** 3

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Performs computer programming of major and minor computer systems and/or networks. Limited experience in computer programming language for major multi-user systems that require data processing needs of a broad area. Responsible for designing, developing, testing and supporting scripting, application development and other high-end IT tasks. Possesses a deep knowledge of IT security protocols and works with the project team and the client for all scoping and execution of assigned tasks. Proven history of documenting development activities and must possess excellent verbal and written communication skills.

Health IT Computer Programmer II

**SIN:** 54151HEAL

**Minimum Education:** Bachelors or Equivalent Experience

**Minimum Years Experience:** 2

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Performs computer programming of major and minor computer systems and/or networks. Four or more years experience in computer programming language for major multi-
user systems that require data processing needs of a broad area. Responsible for designing, developing, testing and supporting scripting, application development and other high-end IT tasks. Possesses a deep knowledge of IT security protocols and works with the project team and the client for all scoping and execution of assigned tasks. Proven history of documenting development activities and must possess excellent verbal and written communication skills.

Health IT Computer Programmer III

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 6
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Performs computer programming of major and minor computer systems and/or networks. Six or more years experience in computer programming language for major multi-user systems that require data processing needs of a broad area. Responsible for designing, developing, testing and supporting scripting, application development and other high-end IT tasks. Possesses a deep knowledge of IT security protocols and works with the project team and the client for all scoping and execution of assigned tasks. Proven history of documenting development activities and must possess excellent verbal and written communication skills.

Health IT Computer System Security Analyst

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 4
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Performs information system security activities for government and commercial clients. Interfaces directly with clients to identify requirements. Fully characterizes information system security environments, including system connectivity, in terms of administrative, technical and organizational factors and develops risk management alternatives for securing information assets. Develops and applies advanced methods, theories and research techniques in the solution of security environment requirements and problems. Reviews information systems security environments to include all aspects of physical, technical and administrative security issues. Develops client-specific information system risk-management alternatives and implementation plans.

Health IT Database Administrator I

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 4
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Responsible for all activities related to the administration of computerized databases. Assign personnel to various projects and direct their activities; review and evaluate their work and prepare performance reports. Confer with and advise subordinates on administrative policies and procedures, technical problems, priorities and methods. Consult with
and advise users of the various databases. Project long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepare activity and progress reports regarding the database management section.

**Health IT Database Administrator II**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Responsible for all activities related to the administration of computerized databases. Assign personnel to various projects and direct their activities; review and evaluate their work and prepare performance reports. Confer with and advise subordinates on administrative policies and procedures, technical problems, priorities and methods. Consult with and advise users of the various databases. Project long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepare activity and progress reports regarding the database management section.

**Health IT Database Administrator III**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Responsible for all activities related to the administration of computerized databases. Assign personnel to various projects and direct their activities; review and evaluate their work and prepare performance reports. Confer with and advise subordinates on administrative policies and procedures, technical problems, priorities and methods. Consult with and advise users of the various databases. Project long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepare activity and progress reports regarding the database management section.

**Health IT Database Specialist**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 6  

**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Applies knowledge of database management system and coordinates physical changes to computer databases. May code, test, and implement database applications. Designs logical and physical databases or reviews description of changes to database design. Creates and maintains user profiles. Tests and corrects errors and refines changes to database. Codes utility programs monitoring database performance. Reviews and corrects programs.

**Health IT Oracle Database Administrator**
SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 5
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Serves as database administrator and assist with the migrations of Oracle database systems solutions for government and commercial clients. In addition, the candidate will be required to serve as a subject matter expertise and administrator expert in the assigned area of responsibility. The individual must be familiar with Oracle database technologies and newer database concepts. The candidate must have familiarization with administration, maintenance and securing various Oracle database applications.

Health IT Oracle Supply Chain Consultant

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 7
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Serves as Oracle Supply Chain consultant and helps clients identify and execute against their enterprise resource planning needs using Oracle technology. Helps clients use Oracle offerings and/or industry specific solutions to solve clients’ business problems in the areas of finance, operations, human capital, customer, and governance, risk and compliance.

Health IT Systems Analyst

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 4
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Analyzes, develops, and evaluates, improvements in methods, procedures and techniques for the targeted systems. The System Analyst interacts with the technical staff and the customer to ensure requirements for developing and enhancing systems are satisfied. Interfaces directly with the PM for all activities related to the technical design and development of systems.

Health IT Task Management Lead

SIN: 54151HEAL
Minimum Education: Bachelors or Equivalent Experience
Minimum Years Experience: 6
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an
information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Health IT Task Manager**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Health IT Deputy Task Manager**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 4  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Health IT Task Program Manager**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 10  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Responsible for applications systems analysis and programming activities for Government and commercial locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client’s requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports.

**Health IT Knowledge Management Specialist**
**Health IT Operations Manager**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 10  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. The Information Technology Operations Manager is responsible for the direct daily management of IT operational teams, including infrastructure, network, and security operations. This position will be responsible to meet the needs of end users and provide sustainable technology solutions. This individual will be accountable for formulating policies, analyzing workflow, establishing priorities, developing standards and setting deadlines. The IT Operations manager will apply strong communication skills, team building, conflict management, problem-solving skills, and knowledge of best practices to motivate and manage team members.

**Health IT Automation Analyst**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 8  
**Functional Responsibilities:** For delivery specific to healthcare, medical, and clinical environments. Analyzes, develops, and evaluates, improvements in methods, procedures and techniques for the targeted systems. The System Analyst interacts with the technical staff and the customer to ensure requirements for developing and enhancing systems are satisfied. Interfaces directly with the PM for all activities related to the technical design and development of systems.

**Health IT Computer Graphics Designer**

**SIN:** 54151HEAL  
**Minimum Education:** Bachelors or Equivalent Experience  
**Minimum Years Experience:** 2
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Provides graphics and design consulting to staff, produces graphics and design work, provides advanced technical support and guidance to information specialists and others. Implements report and graphic standards of the company and provides advanced technical support and guidance to others. Possesses strong knowledge of multiple PC and Macintosh application packages including word processing, spreadsheets, graphics, and drawing packages. Responsible for overall management of budget for graphics work done on projects.

Health IT Administrative Specialist II**

SIN: ANCILLARY
Minimum Education: High School Diploma or Equivalent
Minimum Years Experience: 6
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Performs administrative duties and responsibilities in support of an IT program, project, department, or facility. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

Health IT Administrative Specialist III**

SIN: ANCILLARY
Minimum Education: High School Diploma or Equivalent
Minimum Years Experience: 8
Functional Responsibilities: For delivery specific to healthcare, medical, and clinical environments. Performs administrative duties and responsibilities in support of an IT program, project, department, or facility. May perform word processing and general secretarial functions. Under supervision, may collect and analyze data for assigned projects.

Subject Matter Expert – Level 3

SIN: 54151S
Minimum Education: Bachelors Degree in a related field or equivalent experience
Minimum Years Experience: 12
Functional Responsibilities: Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation.

Subject Matter Expert – Level 4
Information Systems Security Specialist I

SIN: 54151S
Minimum Education: Masters Degree in a related field or equivalent experience
Minimum Years Experience: 12
Functional Responsibilities: Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation.

Information Systems Security Specialist II

SIN: 54151S
Minimum Education: Bachelors Degree in a related field or equivalent experience
Minimum Years Experience: 2
Functional Responsibilities: Designs develops, implements, and integrates information assurance architecture, system, or system component for use with in data center, network, and enclave environments. Ensures that the architecture and design of information systems are functional and secure. Supports policy development and implementation; security engineering, security architecture; certification and accreditation processes and activities; continuity of operations planning, testing and maintenance; security testing and analysis. Provides secure solutions to complex security issues. Upgrades system by implementing and maintaining security controls. Participates on security and related working groups as required and at various levels. Develops and presents security solutions and recommendations to senior management for sites, systems and networks. Keeps users informed by preparing performance reports; communicating system status.

Education:

SIN: 54151S
Minimum Years Experience: 4
Functional Responsibilities: Designs develops, implements, and integrates information assurance architecture, system, or system component for use with in data center, network, and enclave environments. Ensures that the architecture and design of information systems are functional and secure. Supports policy development and implementation; security engineering, security architecture; certification and accreditation processes and activities; continuity of operations planning, testing and maintenance; security testing and analysis. Provides secure solutions to complex security issues. Upgrades system by implementing and maintaining security controls. Participates on security and related working groups as required and at various levels.
levels. Develops and presents security solutions and recommendations to senior management for sites, systems and networks. Keeps users informed by preparing performance reports; communicating system status.

**Information Systems Security Specialist III**

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** Designs develops, implements, and integrates information assurance architecture, system, or system component for use with in data center, network, and enclave environments. Ensures that the architecture and design of information systems are functional and secure. Supports policy development and implementation; security engineering, security architecture; certification and accreditation processes and activities; continuity of operations planning, testing and maintenance; security testing and analysis. Provides secure solutions to complex security issues. Upgrades system by implementing and maintaining security controls. Participates on security and related working groups as required and at various levels. Develops and presents security solutions and recommendations to senior management for sites, systems and networks. Keeps users informed by preparing performance reports; communicating system status.

**Computer Security Systems Specialist I**

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience.  
**Minimum Years Experience:** 2  
**Functional Responsibilities:** Performs risk analyses and develops security standards. Analyzes and defines security requirements. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and compliance requirements. Investigates security incidents, understands application vulnerabilities, consults with users of Acceptable Use Policy (AUP) Violations, security incident responses and security policies. Develops and maintains security policies, procedures, and incident response activities. Gathers and organizes technical information about existing security products, and ongoing programs in the cyber security arena. Maintains knowledge of current and emerging security threats and vulnerabilities.

**Computer Security Systems Specialist II**

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience  
**Minimum Years Experience:** 4  
**Functional Responsibilities:** Performs risk analyses and develops security standards. Analyzes and defines security requirements. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and compliance requirements. Investigates security incidents, understands application vulnerabilities, consults with users of Acceptable Use Policy (AUP) Violations, security incident responses and security policies.
Develops and maintains security policies, procedures, and incident response activities. Gathers and organizes technical information about existing security products, and ongoing programs in the cyber security arena. Maintains knowledge of current and emerging security threats and vulnerabilities.

Computer Security Systems Specialist III

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** Performs risk analyses and develops security standards. Analyzes and defines security requirements. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and compliance requirements. Investigates security incidents, understands application vulnerabilities, consults with users of Acceptable Use Policy (AUP) Violations, security incident responses and security policies. Develops and maintains security policies, procedures, and incident response activities. Gathers and organizes technical information about existing security products, and ongoing programs in the cyber security arena. Maintains knowledge of current and emerging security threats and vulnerabilities.

Program Management Support Specialist

**SIN:** 54151S  
**Minimum Education:** Associates Degree in a related field or equivalent experience  
**Minimum Years Experience:** 4  
**Functional Responsibilities:** Provides technical support to IT and functional teams. Performs program management support tasks such as status reporting and work plans. Develops documents to produce information for IT and functional projects and meetings. Produces database extracts. Coordinates and facilitates completion of plans, project deliverables, and briefings. Performs analysis, development, and review of program documentation. Applies analytical and technical skills in various IT and functional environments.

Senior Program Management Support Specialist

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience  
**Minimum Years Experience:** 6  
**Functional Responsibilities:** Provides technical support to IT and functional teams. Performs program management support tasks such as status reporting and work plans. Develops documents to produce information for IT and functional projects and meetings. Produces database extracts. Coordinates and facilitates completion of plans, project deliverables, and briefings. Performs analysis, development, and review of program documentation. Applies analytical and technical skills in various IT and functional environments.

Functional Analyst II
**Functional Analyst III**

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience  
**Minimum Years Experience:** 7  
**Functional Responsibilities:** Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task.

**Functional Analyst IV**

**SIN:** 54151S  
**Minimum Education:** Masters Degree in a related field or equivalent experience  
**Minimum Years Experience:** 10  
**Functional Responsibilities:** Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task

**Program Administration Specialist**

**SIN:** 54151S  
**Minimum Education:** Associates Degree in a related field or equivalent experience  
**Minimum Years Experience:** 4  
**Functional Requirements:** Utilizes available computer systems resources and personnel to provide analysis to support IT projects, functional and management teams. Keeps all interested parties and stakeholders updated in project progress.

**Senior Program Administration Specialist**

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience  
**Minimum Years Experience:** 6  
**Functional Requirements:** Utilizes available computer systems resources and personnel to provide analysis to support IT projects, functional and management teams. Keeps all interested parties and stakeholders updated in project progress.

**Technical Writer / Editor**

**SIN:** 54151S  
**Minimum Education:** Bachelors Degree in a related field or equivalent experience
Minimum Years Experience: 5

**Functional Requirements:** Writes, edits, formats or creates IT policy and technical documents, strategies, special reports and plans. Experience drafting reports and documentation within a client setting including knowledge of formatting, word choice, structure, and best practices. Develops outlines and drafts for review and approval by technical and project management specialists. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

**Senior Technical Writer / Editor**

**SIN:** 54151S

**Minimum Education:** Bachelors Degree in a related field or equivalent experience

**Minimum Years Experience:** 7

**Functional Requirements:** Provides editing, formatting, creating policy documents, strategies, and plans. Drafts reports and documentation within a client setting including formatting, word choice, structure, and best practices. Develops outlines and drafts for review and approval by technical and project management specialists. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

**Senior Specialized Technology Training Specialist I**

**SIN:** 54151S

**Minimum Education:** Bachelors Degree in related field or equivalent experience

**Minimum Years Experience:** 2

**Functional Requirements:** Develops teaching outlines and determines instructional methods, using knowledge of specified training needs and effectiveness of such methods as individual training, group instruction, lectures, demonstrations, conferences, meetings, workshops or computer assisted training. Prepares, organizes and heads training sessions covering standard training, specialized training or counseling in designated areas. Utilizes extensive knowledge of contemporary computer systems and technology. Communicates best practices and practical usage of various systems and technological concepts

**Senior Specialized Technology Training Specialist II**

**SIN:** 54151S

**Minimum Education:** Bachelors Degree in related field or equivalent experience

**Minimum Years Experience:** 4

**Functional Requirements:** Develops teaching outlines and determines instructional methods, using knowledge of specified training needs and effectiveness of such methods as individual training, group instruction, lectures, demonstrations, conferences, meetings, workshops or computer assisted training. Prepares, organizes and heads training sessions covering standard training, specialized training or counseling in designated areas. Utilizes extensive knowledge of
Senior Specialized Technology Training Specialist III

SIN: 54151S

Minimum Education: Bachelors Degree in related field or equivalent experience
Minimum Years Experience: 6

Functional Requirements: Develops teaching outlines and determines instructional methods, using knowledge of specified training needs and effectiveness of such methods as individual training, group instruction, lectures, demonstrations, conferences, meetings, workshops or computer assisted training. Prepares, organizes and heads training sessions covering standard training, specialized training or counseling in designated areas. Utilizes expert knowledge of contemporary computer systems and technology. Communicate best practices and practical usage of various systems and technological concepts.

** Indicates SCA Applicable Labor Categories – See SCA Matrix on Page 6

2. Maximum order: SINs 54151S and 54151HEAL = $ 500,000.00 per SIN
   SIN ANCILLARY = $ 250,000.00
   SIN OLM = OLMs are established and priced at the order level. Ordering activities should refer to https://www.gsa.gov/olm for more information.

3. Minimum order: $ 100.00


5. Point(s) of production (city, county, and State or foreign country): Springfield, VA, US

6. Discount from list prices or statement of net price: All prices contained herein are NET GSA prices

7. 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."

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Accepted

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Accepted

10. Foreign items (list items by country of origin): N/A

11a. Time of delivery: As Negotiated Between Contractor and Ordering Agency

11b. Expedited Delivery: Contact Contractor

11c. 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


   When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor
shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. point(s): **Destination**

13a. Ordering address(es): **JCS Solutions LLC, 6506 Loisdale Road Suite 201, Springfield, VA, 22050**

13b. 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.**

14. Payment address(es): **JCS Solutions LLC, 6506 Loisdale Road Suite 201, Springfield, VA, 22050**

15. Warranty provision: **N/A**

16. Export packing charges, if applicable: **N/A**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **N/A**

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

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

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

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

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

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

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

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **N/A**

24b. 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/**.

25. Data Universal Number System (DUNS) number: **079553120**

26. Notification regarding registration in System for Award Management (SAM) database: **System for Award Management (SAM) registration is active and current**