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 (MAS)**  
**Code F: Information Technology**

<table>
<thead>
<tr>
<th>Contract #</th>
<th>47QTCA19D006K</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractor</td>
<td>Allwyn Corporation</td>
</tr>
</tbody>
</table>
| Address          | 459 HERNDON PARKWAY, SUITE 13  
                  | HERNDON, VIRGINIA, 20170 |
| Phone            | 703-435-4248        |
| E-Mail           | info@allwynerg.com  |
| Web Address      | www.allwynerg.com   |
| DUNS             | 131425113           |
| NAICS            | 541511              |
| Business Size    | Minority Owned Business  
                  | Woman Owned Business  
                  | Subcontinent Asian (Asian-Indian) American Owned  
                  | Woman Owned Small Business |
| Contract Period  | February 26, 2019 to February 25, 2024 |

*Updated Through Modification PS-0014 dated November 23, 2020*

*For more information on ordering from Federal Supply Schedules go to* [https://www.gsa.gov/buying-selling](https://www.gsa.gov/buying-selling)
Ordering Information

1a. **AUTHORIZED SPECIAL ITEM NUMBER (SINs):** 54151S, ANCILLARY and OLM

1b. **LOWEST PRICED LABOR CATEGORY AND RATE FOR EACH SIN:**

   SIN 54151S: Data Entry Clerk - $35.06  
   SIN 54151HEAL: Healthcare Systems Analyst I – $68.68  
   SIN ANCILLARY: Administrative Assistant - $30.29

1c. **SERVICES OFFERED:** See Price List Starting on Page 36

2. **MAXIMUM ORDER PER SIN:**

<table>
<thead>
<tr>
<th>SIN</th>
<th>MAXIMUM ORDER</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>$500,000</td>
</tr>
<tr>
<td>54151HEAL</td>
<td>$500,000</td>
</tr>
<tr>
<td>ANCILLARY</td>
<td>$250,000</td>
</tr>
<tr>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

   This maximum order threshold is a dollar amount at which it is suggested that the ordering agency request higher discounts from the contractor before issuing the order. The contractor may: (1) Offer a new lower price, (2) Offer the lowest price available under the contract, or (3) Decline the order within five (5) days. In accordance with the Maximum Order provisions contained in the Schedule, a delivery order may be placed against the Schedule contract even though it exceeds the maximum order threshold.

3. **MINIMUM ORDER LIMITATION:** $100


5. **POINT OF PRODUCTION:** US

6. **BASIC DISCOUNT:** Prices listed are net, discounts have been deducted and the industrial funding fee has been added

7. **QUANTITY DISCOUNT:** N/A

8. **PROMPT PAYMENT TERMS:** N/A

9. **FOREIGN ITEMS:** None

10a. **TIME OF DELIVERY:** Will adhere to delivery schedule as specified by the purchase order.

10b. **EXPEDITED DELIVERY:** Contact Contractor
10c. OVERNIGHT AND 2-DAY DELIVERY: Contact Contractor

10d. URGENT REQUIREMENTS: Contact Contractor

11. F.O.B. POINT: FOB Destination

12a. ORDERING ADDRESS:
459 HERNDON PARKWAY, SUITE 13
HERNDON, VIRGINIA, 20170

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:
459 HERNDON PARKWAY, SUITE 13
HERNDON, VIRGINIA, 20170

14. WARRANTY PROVISION: Not Applicable

15. EXPORT PACKING CHARGES: Not Applicable

16. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE AND REPAIR: Not Applicable

17. TERMS AND CONDITIONS OF INSTALLATION: Not Applicable

18a. TERMS AND CONDITIONS OF REPAIR PARTS: Not Applicable

18b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES: Not Applicable

19. LIST OF SERVICE AND DISTRIBUTION POINTS: Not Applicable

20. LIST OF PARTICIPATING DEALERS: Not Applicable

21. PREVENTIVE MAINTENANCE: Not Applicable

22a. SPECIAL ATTRIBUTES: Not Applicable

22b. SECTION 508 COMPLIANCE INFORMATION: Not Applicable

23. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER: 131425113

24. CONTRACTOR HAS REGISTERED IN THE SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE; with CAGE Code: 6C298.
Labor Category Descriptions

Program Manager

The Program Manager serves as the single point of contact regarding the contract and performs overall management for Contract support operations. Organizes, directs, and coordinates the planning and production of all Contract activities, projects and support activities, including those of subcontractors. Oversees the development of project schedules or develops work breakdown structures, charts, tables, graphs, major milestone calendars and diagrams to assist in analyzing problems and making recommendations. Demonstrates excellent written and verbal communications skills. Establishes and alters corporate management structure to direct effective and efficient Contract support activities.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Twelve (12) years

Senior Subject Matter Expert

Requires expertise in the formulation of specifications and in the execution of technical initiatives in vertical areas. Defines requirements, performs analyses, and develops plans and requirements for systems.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Twelve (12) years
**Subject Matter Expert**

Defines the problems and analyzes and develops plans and requirements in the subject matter area for moderately complex-to-complex systems. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications.

**Minimum Education:** A Bachelor’s Degree

Minimum Experience: Seven (7) years

**Senior Computer Software/Integration Analyst**

Must be knowledgeable in implementing computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing. Must be knowledgeable in performing requirements analysis for a wide range of users in areas such as office automation, and finance and accounting. Must be able to present system designs for user approval at formal reviews. Must be capable of performing configuration management, software integration, interpreting software test results, and recommending solutions for unsatisfactory test results. Must be knowledgeable in life-cycle support, including maintenance, administration, and management. Must be able to provide solutions to identified software problem reports.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Eight (8) years.

**Senior Computer Specialist**

Must be able to determine costs for converting computer systems from one language or machine to another by utilizing compilers, simulators, emulators, and/or language translators and recommend better utilization of operating systems capabilities to improve system efficiency. Must be able to develop, manage, maintain, and evaluate state-of-the-art computer hardware, software, and software development tools; evaluate their ability to support specific requirements and interface with other equipment and systems; determine potential and actual bottlenecks; propose recommendations for their elimination; and make recommendations for systems improvements that will result in optimal hardware and software usage.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years
Senior Systems Analyst

Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards and for progress in accordance with schedules. Must be able to coordinate with the Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Eight (8) years

Junior Computer Systems Analyst

Develops requirements for information systems from a project’s inception to conclusion. Develops required specifications for simple to moderately complex systems. Assists senior computer systems analyst in preparing input and test data for the proposed system.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Three (3) years of computer experience in assignments of a technical nature working under close supervision and direction.

Senior Database Management Specialist

Must be capable of providing highly technical expertise and support in the use of DBMS. Must be able to evaluate and recommend available DBMSS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications. Develops, implements, and maintains database back-up and recovery procedures for the processing environments, and ensures that data integrity, security, and recoverability are built into the DBMS applications.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Six (6) years
**Senior Application Architect**

Manages major projects that involve providing professional support services and/or the integration, implementation and transition of large, complex systems. Provides design and development of e-government solutions and is responsible for technical design and implementation of the architecture. Designs, develops and maintains infrastructure and backend applications. Provides expertise on defining the role of broadband and wireless applications. Provides expertise with web servers, gateways, and application servers and content management systems. Provides experience in web application technologies and middleware solutions. Researches new technologies and products for their applicability to business processes. Must be able to compare various solutions and determine the most suitable. Ensures that development efforts are well planned and in agreement with standards.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years

**Office Automation Specialist**

Specialized data entry work, operating specialized data entry equipment in a high production and closely monitored work environment. Responsible for key entering data from a variety of source documents with specific standards maintained for speed and accuracy.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years

**Operator Level I**

Processes, schedules, coordinates, and tracks maintenance and repair work orders involving, buildings, systems, and infrastructure.

**Minimum Education:** High School Diploma or equivalent

**Minimum Experience:** Six (6) years

**Operator Level II**

Processes, schedules, coordinates, and tracks maintenance and repair work orders involving, buildings, systems, and infrastructure.

**Minimum Education:** High School Diploma or equivalent

**Minimum Experience:** Three (3) years
**Remedy Administrator**

Supports the development, testing and configuration of BMC software, configuration management and reporting. The Remedy Developer will lead the implementation of the BMC Remedy IT Service Management (ITSM) suite and design the workflow solution. Provide data administration for Remedy ITSM application versions 8.x. Designs and implements build procedures that are used to support software product development and use. Develops software configuration standards and policies for Commission-wide use. Interfaces with client(s) to define problems and propose solutions. Coordinate with organizations involved to develop and maintain training material for end-users. Has ability to create reports and provide end user acceptance testing for system enhancements.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Zero (0) years

**Internet/Intranet Developer – Senior**

Must be able to translate applications requirements into the design of complex web sites, including integrating web pages and applications. Must be able to apply new and emerging technologies to the site development process.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years.

**Internet/Intranet Developer – Junior**

Must be able to translate applications requirements into the design of complex web sites, including integrating web pages and applications. Must be able to apply new and emerging technologies to the development process.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** One (1) year

**Internet/Web Architect**

Responsible for analyzing assigned specifications, planning, designing and developing solutions, utilizing appropriate Internet/Intranet/Extranet architecture processes supporting a wide range of business process. Provides appropriate documentation for object design decisions, estimating assumptions, applets and performance metrics – as required by organization architecture process standards, or as assigned. Responsible for minimizing the issues between the client and the server applications and for the overall setup and design of the Internet and web server architecture. Impact and complexity of this job increases if organization is utilizing Internet solutions (vs. only Intranet), especially those with significant business impact (e.g., e-business).

**Minimum Education:** Bachelor’s Degree

**Minimum Experience:** Five (5) years
**Documentation Specialist**

Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. For applications built to run in a Windows environment, uses the standard help compiler to prepare all on-line documentation.

**Minimum Education:** Associate’s Degree

**Minimum Experience:** Four (4) years

**Infosec Engineer**

Analyzes and defines security requirements for information protection. Defines and develops security policies. Analyzes the sensitivity of information, performs vulnerability and risk assessments on the basis of defined sensitivity and information flow.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Eight (8) years

**Senior Computer Security Systems Specialist**

Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Responsible for the implementation and development of the MLS. Gathers and organizes technical information about an organization’s mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses, which also include risk assessment. Provides daily supervision and direction to staff.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Eight (8) years

**Computer Security Systems Specialist**

Analyzes and defines security requirements for MLS issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about a department’s mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses, which also include risk assessment. Provides daily direction to staff.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Six (6) years
**Systems Administrator**

Monitor and coordinate all data system operations, including security procedures, and liaison with end users. Ensure that necessary system backups are performed and storage and rotation of backups is accomplished. Monitor and maintain records of system performance and capacity to arrange vendor services or other actions for reconfiguration and anticipate requirements for system expansion. Assist managers to monitor and comply with any data security requirements. Coordinate software development, user training, network management and minor installation and repair of equipment.

**Minimum Education:** An Associate’s degree

**Experience:** Two (2) years experience

**Help Desk Manager**

Provides daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of email, directories, standard Windows desktop applications, and other network services. Manages personnel who serve as the first point of contact for troubleshooting hardware and software PC and printer problems.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

**Senior Information Technology Architect**

Provides expertise in the most current principles and practices of architecture data management systems and experience in large system designs, and with data modeling in the information management arena. Provides expertise in modeling and organizing information to facilitate support of projects or information architectures. Provides guidance on how and what to data and process model. Primarily deals with transition planning from legacy to modern systems by concentrating on information flows, data exchange, and data translation standardization services.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years of relevant experience.
Security Systems Architect

Develops and implements enterprise information security architectures and solutions. Serves as a security expert in application development, database design, network, and/or platform (operating system) efforts, helping project teams comply with enterprise and IT security policies, industry regulations, and best practices. Researches, designs, and advocates new technologies, architectures, and security products that will support security requirements for the enterprise and its customers, business partners, and vendors. Contributes to the development and maintenance of information security strategy and architecture. Evaluates and develops secure solutions based on approved security architectures. Analyzes business impact and exposure based on emerging security threats, vulnerabilities, and risks. Works with other functional area and security specialists to ensure adequate security solutions are in place throughout all IT systems and platforms to mitigate identified risks sufficiently, and to meet business objectives and regulatory requirements. Communicates security risks and solutions to business partners and IT staff as needed.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Ten (10) years

Senior Security Systems Architect

Develops and implements enterprise information security architectures and solutions. Serves as a security expert in application development, database design, network, and/or platform (operating system) efforts, helping project teams comply with enterprise and IT security policies, industry regulations, and best practices. Researches, designs, and advocates new technologies, architectures, and security products that will support security requirements for the enterprise and its customers, business partners, and vendors. Contributes to the development and maintenance of information security strategy and architecture. Evaluates and develops secure solutions based on approved security architectures. Analyzes business impact and exposure based on emerging security threats, vulnerabilities, and risks. Works with other functional area and security specialists to ensure adequate security solutions are in place throughout all IT systems and platforms to mitigate identified risks sufficiently, and to meet business objectives and regulatory requirements. Communicates security risks and solutions to business partners and IT staff as needed.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Ten (10) years.

Senior Security Analyst

Analyzes security measures for more than one IT functional area (e.g., data, systems, network and/or Web) across the enterprise. Develops, implements, communicates and provides training of security assessments, policies and procedures Tracks, monitors, and enforces security policies, reviews security violation reports and investigates possible security exceptions, and updates, maintains and documents security controls. Prepares reports on security matters to develop security risk analysis scenarios and response procedures. Evaluates and recommends products and/or procedures to enhance productivity and effectiveness.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) years
**Security Specialist**

Involved in the operations of network security management for systems across the enterprise. Ensures systems are in compliance and enforces policies against unauthorized access, modification and/or destruction. Configures and supports security tools such as firewalls, anti-virus software, patch management systems, etc. Defines access privileges, control structures and resources. Performs vulnerability testing, risk analyses and security assessments/audits. Identifies abnormalities and reports violations. Researches and recommends security upgrades. Oversees and monitors routine security administration. Develops and updates business continuity and disaster recovery protocols. Responds immediately to security incidents and provide post incident analysis. Assists in the development and implementation of security policies, procedures and enforcement measures. Reviews networking initiatives for security compliance. Prepares status reports on security matters to develop security risk analysis scenarios and response procedures. Involved in the continual improvement of the network infrastructure and implementation of new security-based technologies. Evaluates and recommends security products for various platforms in the networking environment. Educates users about network security policies and consults on security issues.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

**Senior Security Specialist**

Involved in the operations of network security management for systems across the enterprise. Ensures systems are in compliance and enforces policies against unauthorized access, modification and/or destruction. Configures and supports security tools such as firewalls, anti-virus software, patch management systems, etc. Defines access privileges, control structures and resources. Performs vulnerability testing, risk analyses and security assessments/audits. Identifies abnormalities and reports violations. Researches and recommends security upgrades. Oversees and monitors routine security administration. Develops and updates business continuity and disaster recovery protocols. Responds immediately to security incidents and provide post-incident analysis. Assists in the development and implementation of security policies, procedures and enforcement measures. Reviews networking initiatives for security compliance. Prepares status reports on security matters to develop security risk analysis scenarios and response procedures. Involved in the continual improvement of the network infrastructure and implementation of new security-based technologies. Evaluates and recommends security products for various platforms in the networking environment. Educates users about network security policies and consults on security issues.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years’ relevant experience.
**User Experience (UX) Developer**

Responsible for creating front-end design solutions for both web and mobile platforms. The role involves working closely with project manager, analyst, developers and testers to determine ideal design solution. Conduct usability testing to make sure design satisfies all project requirements.

**Required skillset:** • Design mock-up templates using a combination of tools such as HTML, CSS, Photoshop and other standard industry design tools. • Develop responsive design in HTML5 and CSS3 for mobile compatibility • Experience with JavaScript • Experience designing graphics and UI for mobile development • Expertise in Adobe Creative Suite • Design custom logos and images • Understanding of up to date web standards and specifications • Experience with distributed source control systems such as git.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

**Senior User Experience (UX) Developer**

Responsible for creating front-end design solutions for both web and mobile platforms. The role involves working closely with project manager, analyst, developers and testers to determine ideal design solution. Conduct usability testing to make sure design satisfies all project requirements.

**Required skillset:** • Design mock-up templates using a combination of tools such as HTML, CSS, Photoshop and other standard industry design tools. • Develop responsive design in HTML5 and CSS3 for mobile compatibility • Experience with JavaScript • Experience designing graphics and UI for mobile development • Expertise in Adobe Creative Suite • Design custom logos and images • Understanding of up to date web standards and specifications • Experience with distributed source control systems – GIT

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years

**Cloud Engineer**

Experience with cloud services - including open source technology, software development, system engineering, scripting languages and multiple cloud provider environments. Additionally, Cloud engineers need to be familiar with one or more of the following: OpenStack, Amazon Web Services, Rackspace, Google Compute Engine, Microsoft Azure and Docker. Experience with APIs, orchestration, automation and DevOps are also important

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years
**IoT Developer**

This position requires the developer to have a strong understanding of machine-to-machine communications and big data analysis in order to enable smart Internet of Things applications.

**Required skillset:** • Understanding of principals of software development - Object Oriented Design, Design Patterns, Single Page Applications, Test-Driven Development • Solid experience working in Java and .NET platforms • Utilize software tools for M2M applications • Experience working with sensors, end-points, and big data • Experience in big data analytics tool such as SPLUNK for data exploration • Demonstrated experience with hardware interfaces using Raspberry Pi or another programmable SOC • Integration experience using interfaces and Web API’s in JSON and XML formats • Experience with distributed source control systems – GIT

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Three (3) years

**Senior IoT Developer**

This position requires the developer to have a strong understanding of machine-to-machine communications and big data analysis in order to enable smart Internet of Things applications.

**Required skillset:** • Understanding of principals of software development - Object Oriented Design, Design Patterns, Single Page Applications, Test-Driven Development • Solid experience working in Java and .NET platforms • Utilize software tools for M2M applications • Experience working with sensors, end-points, and big data • Experience in big data analytics tool such as SPLUNK for data exploration • Demonstrated experience with hardware interfaces using Raspberry Pi or another programmable SOC • Integration experience using interfaces and Web API’s in JSON and XML formats • Experience with distributed source control systems – GIT

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years

**Data Scientist**

Data Scientist will have necessary statistical modelling, mathematical, big data analytics and predictive modelling skills to build the required algorithms necessary to ask right questions and build objective visualizations and findings from it. Data Scientist will have knowledge of integrating multiple systems and datasets to provide new insights. Examples of required skillset: • Prior experience working as a data architect and managing information schema for large organizations • Experience with big data analytic tools such as Hadoop, Hive, MapReduce, SPLUNK, Elastic Search • Understanding and good working knowledge of SQL and NoSQL • Experience in machine learning, statistical modelling, and predictive analysis • Extensive experience with a statistical programming language

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years
Senior Data Scientist

Data Scientist will have necessary statistical modelling, mathematical, big data analytics and predictive modelling skills to build the required algorithms necessary to ask right questions and build objective visualizations and findings from it. Data Scientist will have knowledge of integrating multiple systems and datasets to provide new insights. Examples of required skillset: • Prior experience working as a data architect and managing information schema for large organizations • Experience with big data analytic tools such as Hadoop, Hive, MapReduce, SPLUNK, Elastic Search • Understanding and good working knowledge of SQL and NoSQL • Experience in machine learning, statistical modelling, and predictive analysis • Extensive experience with a statistical programming language

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) years

O365 Administrator

Day-to-day operations related to Microsoft O365 onboarding and offboarding. Able to work with Active directory and Active Directory federation services related to email, Exchange on premise, and single sign-on. Able to work with users to fix their issues related to SharePoint, Skype for Business and Microsoft Exchange Online. Communicate changes to the user community. Proven design, planning and implementation experience on a technical level with Microsoft Exchange, Active Directory, and Infrastructure technologies, including DirSync and AADS. Extensive automation experience (i.e., PowerShell, VBScript).

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years

Active Directory Administrator

Supports and maintains the Microsoft Active Directory, Microsoft Exchange, Microsoft Windows Server and other applications in the County by providing installation, maintenance, troubleshooting, security, administration, account management and resolution of software and hardware issues as well as develops new system designs. Extensive knowledge of Windows Server operating systems and Active Directory, and AD synching schemas.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years
**Microsoft System Administrator**

Responsible for managing medium to large environments. Should be able to manage and troubleshoot all aspects of System Center, including Operations Manager, Configuration Manager and additional modules as requested, effectively and understand the product configuration, flow and logging in detail. The candidate should understand fully the base OS and SCOM Management Packs and be able to discuss in detail about Management Packs: Active Directory, Exchange, IIS or SQL including configuration, tuning and customization. In addition, experience in other Microsoft Management technologies, including Active Directory services (AD), SMS, System Center Essentials and WSUS. Manage the installation of new software releases, system upgrades, and patch installs that resolves monitoring related software problems. Assists in the installation, maintenance, and general support of monitoring systems. Routinely review monitoring systems and services to ensure stability and security. Assist in interpretation of diagnostic data obtained from monitoring solutions. Define and recommend monitoring standards for fault-detection, availability, capacity and performance trending for assigned applications and services. Develop and distribute trend reports detailing availability, performance & capacity metrics for assigned applications and services. Engineer methods to optimize the availability, capacity, performance and cost of assigned applications and services. Analyze, define, develop, test and implement monitoring standards for platforms and applications utilizing relevant scripting languages.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years

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**Server Administrator**

Provide server support to ensure operational efficiency by installing, maintaining software updates, designing and implementing new system structures, monitoring server activity, and auditing server security. This includes planning for and responding to services outages and other server related problems. Manage and monitor drive space and provide high level training and technical support to others. Should be able to work with Network and direct attached storage configuration and management, including iSCSI and fiber attached storage. Analyze and advise on software and hardware upgrades. Develop a comprehensive domain structure as needed and maintain activity logs and statistics. Knowledge should include a professional understanding of Windows Active Directory, DHCP, DNS, IIS, rights management, basic networking, anti-virus and enterprise storage management.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years
Business Intelligence (BI) Analyst

Business intelligence analyst gathers data from a number of sources for comparative analysis to solve business related data problems. BI Analyst will develop solutions, reporting and visualizations using Business Intelligence tools.

**Required skillset:** • Experience in data solutions, information architecture and data warehousing concepts • Understanding and good working knowledge of SQL and NoSQL • Knowledge of data transformation using ETL tools • Experience developing dashboards and reports using standard industry tools

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years

Senior Business Intelligence (BI) Analyst

Business intelligence analyst gathers data from a number of sources for comparative analysis to solve business related data problems. BI Analyst will develop solutions, reporting and visualizations using Business Intelligence tools.

**Required skillset:** • Experience in data solutions, information architecture and data warehousing concepts • Understanding and good working knowledge of SQL and NoSQL • Knowledge of data transformation using ETL tools • Experience developing dashboards and reports using standard industry tools

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

Big Data Solutions Architect

Responsible for building big data solutions using big data engines such as Hadoop. Big data solutions architect is responsible for managing full life-cycle of big data solution. This includes creating requirements analysis, platform selection, design of technical architecture, design of the application design and developing, testing, and deployment of proposed solution.

**Required skillset:** Experience developing big data solutions and implementations using tools such as Hadoop, MapReduce, Hive • Experience in programming with SQL and NoSQL • Extensive experience in data normalization and developing information schema for large scale database solutions • Firm understanding of modern programming languages • Experience with ETL tools and extraction of data

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years
**Big Data Solutions Architect – Senior**

Responsible for building big data solutions using big data engines such as Hadoop. Big data solutions architect is responsible for managing full life-cycle of big data solution. This includes creating requirements analysis, platform selection, design of technical architecture, design of the application design and developing, testing, and deployment of proposed solution.

**Required skillset:** • Experience developing big data solutions and implementations using tools such as Hadoop, MapReduce, Hive • Experience in programming with SQL and NoSQL • Extensive experience in data normalization and developing information schema for large scale database solutions • Firm understanding of modern programming languages • Experience with ETL tools and extraction of data

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years

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**SQL Developer**

SQL Developer will provide skills and expertise in database programming for new and existing SQL Server based applications.

**Required skillset:** • Database programming for SQL Server platforms (2008 and up) • Tune up and rewrite efficient queries for performance optimization • Prior experience working in software development team environment • Database modeling and design using Erwin and Visio • Experience with SQL Analytics, SQL Profiler and XML Programming • Experience building reports using SSRS • Experience with distributed source control systems – GIT

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years

---

**Senior SQL Developer**

SQL Developer will provide skills and expertise in database programming for new and existing SQL Server based applications.

**Required skillset:** • Database programming for SQL Server platforms (2008 and up) • Tune up and rewrite efficient queries for performance optimization • Prior experience working in software development team environment • Database modeling and design using Erwin and Visio • Experience with SQL Analytics, SQL Profiler and XML Programming • Experience building reports using SSRS • Experience with distributed source control systems – GIT

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years
**Product Manager**

Defines the product roadmap and is responsible for the product planning including: gathering feedback from marketing initiatives and defining the roadmap to ensure revenue and customer satisfaction.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

**Mid-Level Java Developer**

Develop, modify, or update applications used by business units or infrastructure units. Lead, or play lead technical role in development teams' efforts to determine unit needs and business processes that are automated by the application. Participate in or review all of the steps in the software development life cycle to create and modify the software.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Eight (8) years

**Senior Level Java Developer**

Develop, modify, or update applications used by business units or infrastructure units. Lead, or play lead technical role in development teams' efforts to determine unit needs and business processes that are automated by the application. Participate in or review all of the steps in the software development life cycle to create and modify the software.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Ten (10) years

**Test Automation Engineer**

The Test Automation Engineer is responsible for the analysis of project functional requirements as well as development of code in Java for automating test scenarios. The incumbent is responsible for the analysis of functional requirements, testing applications, developing test plans, test cases and test scripts, and evaluating test results to determine compliance with test plans and established business processes.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years
**Data Entry Clerk**

Accurately input data into computer database. Perform quality checks on entered data. Run reports through CRM or Excel. Analyze data. Prepare, compile and sort documents for data entry.

**Minimum Education**: High School Diploma

**Minimum Experience**: None

**Cloud Migration Project Manager**

The Cloud Migration Project Manager has the overall responsibility of designing and executing a cloud migration strategy solution with the customer, cross-service teams, and third-party partners. The Cloud Migration Project Manager works closely with IT consultants, cloud solution architects and cloud engineers in translating IT strategic goals, roadmaps, and business requirements into future state architectures designed to leverage the cutting-edge functionality delivered through commercial and private cloud service providers. The Cloud Migration Project Manager will understand the adoption challenges in migrating on premise infrastructure and application portfolios and will be able to bridge the gaps during the migration strategy design process.

**Minimum Education**: A Bachelor’s Degree

**Minimum Experience**: Three (3) years

**Application Support Engineer**

Identifies, debugs, and resolves a wide range of complex problem situations within the test or production environments. Leverages existing tools, including third party, internally developed and API creation and management to maximize team's ability to detect, troubleshoot, and resolve issues. Actively pursues and applies new advancements within the support team and integrates into processes. Customer Focused. Respond to application outages. Perform routine changes as assigned. Provide level 2 support. Assist with capacity planning to ensure applications are scaled to meet current and projected capacities.

**Minimum Education**: A Bachelor’s Degree

**Minimum Experience**: Two (2) years

**Senior Application Support Engineer**

Identifies, debugs, and resolves a wide range of complex problem situations within the test or production environments, leverages existing tools, including third party, internally developed and API creation and management to maximize team's ability to detect, troubleshoot, and resolve issues. Actively pursues and applies new advancements within the support team and integrates into processes. Customer Focused. Respond to application outages. Perform routine changes as assigned. Provide level 2 support. Assist with capacity planning to ensure applications are scaled to meet current and projected capacities.

**Minimum Education**: A Bachelor’s Degree

**Minimum Experience**: Four (4) years
EDI Developer

Gathering EDI technical specifications, writing requirements, implementing EDI documents and assist with issue resolution. Validate and clarify business requirements and drive the transition to technical design. Design, develop, implement, and deploy solutions that support EDI transactions and processes. Create and execute unit, integration and regression test plans based on systems and validation requirements. Troubleshoot, optimize, and tune solutions and batch processes supporting EDI transactions. Develop technical documentation, diagrams, process flowcharts, and training materials. Monitor EDI file processing and provide troubleshooting as needed. Support development of E-commerce web applications.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years

EDI Support Analyst

Communicate with issuer community via phone on electronic data issues to provide Tier III support relating to all EDI tickets. Escalates/assigns tickets to different teams according to their expertise. Tracks the status of assigned tickets to insure timely completion, maintains communication with customer regarding progress of work, and notifies appropriate parties when open issues have been resolved. Implement procedures to ensure that Trading partners/Issuers/TPA issues are resolved in a timely and professional manner, and that issues are properly recorded back to our project and issues tracking systems. Support both inbound EDI issues with issuer and outbound issue with FFM (Federally Facilitated Marketplace). Share HIPAA-compliant expertise with trading partners requesting clarification on EDI standards, file mapping rules, and system logic. Responsibility for maintaining, managing and providing support for all electronic data exchange with Trading partners. Ensure and track volume and quality metrics for Trading partners/Issuers/TPA with emphasis toward compliance and support customer score cards. Support the day to day operations of our stakeholders (Trading partners/Issuers/TPA) integration points. Work with Trading partners/Issuers to reproduce issues bugs, isolate problems and recommend solutions. Support the data and reporting needs of our business owners to enable them to better run their business units. Run reports and analyze data to identify issuer who is submitting incorrectly. Coordinate issues with appropriate internal departments, performs accurate and timely provider research, verification and analysis. Collects and analyzes data to evaluate operational difficulties and makes recommendations to solve problems. Troubleshooting with new and existing trading partners to solve communication issues. Compile Weekly and Monthly management reports. Collect data and performs analysis and improve outcomes/accuracy. Experience with X12 Healthcare EDI transactions 834, 820, 999, and TA1. Analysis 999/TA1 Acknowledgement and work on resolving the rejection. Monitor, audit, and report on the processing of newly implemented trading partners to confirm their successful transition to the production environment. Ensure compliance with HIPAA regulations and requirements. Ensure proper setup of the EDI tools and systems that support file transfer between Marketplace and new trading partners.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years
Sr. Data Analyst

All aspects of task management to include assigning, drafting responses, tracking approvals, compiling input, and submitting task responses. Ensuring accurate and timely updates to the customer/marketing database from various source systems. Gathering and interpreting business requirements for various projects across the organization. Creating, disseminating and/or scheduling reports to business owners. Understanding and modifying system integrations between various disparate databases and applications. Understanding the implications of modifications made to marketing data, database table structure and business import logic. Writing requirements to implement new or improved data import processes and business logic. Identifying and consulting on areas of process and data improvement. Assisting with system migrations and integrations. Managing third party vendor accounts and budgets. Managing internal and external development projects.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) years

Sr. Business Process Reengineering Specialist (BP)

Analyzes business and technical processes to formulate and develop new and modified business information processing systems. Represents the business unit to define requirements and business cases for the technology developments. Coordinates with business and technology teams ascertaining system requirements, such as program functions, output requirements, input data acquisition, execution of users acceptance and may coordinate testing, and system techniques and controls. Requires knowledge of computer system capabilities, business processes, and workflow.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) years

Database Administrator - Junior

Responsible for the implementation, configuration, maintenance, and performance of critical SQL Server RDBMS systems, to ensure the availability and consistent performance of our corporate applications. Responsible for the development and sustenance of databases, ensuring its operational readiness (security, health and performance), executing data loads, and performing data modeling in support of multiple development teams. Manage databases through multiple product lifecycle environments, from development to mission-critical production systems. Configure and maintain database servers and processes, including monitoring of system health and performance, to ensure high levels of performance, availability, and security. Apply data modeling techniques to ensure development and implementation support efforts meet integration and performance expectations. Independently analyze, solve, and correct issues in real time, providing problem resolution end-to-end. Refine and automate regular processes, track issues, and document changes. Assist developers with complex query tuning and schema refinement.

Minimum Education: Bachelor’s Degree

Minimum Experience: Four (4) years
**Java Developer – Mid-Level**

Responsible for coding using various software solutions, closely adhering to deadlines and reporting directly to the Project Manager. Responsible for creating design specifications, unit testing, and preparing technical documentation as required. Responsible for design & development of project modules/components in J2EE, Java and SQL. Works independently to develop, configure code and test programs from specifications. Prepares documentation that describes installation and operating procedures, including application user guides, with limited guidance. Develop code, unit test case, deploy & test as per requirements. Analysis, maintenance and support of existing code. Participate in meetings and discussions with Functional/Technical Leads to understand the requirements and work out a design. Participate in code reviews and ensure the code written complies with the company standards and policies. Follows existing programming standards and guidelines and guides other team members to adhere to the same.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

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**Systems Engineer - Senior**

Responsible for coding using various software solutions, closely adhering to deadlines and reporting directly to the Project Manager. Responsible for creating design specifications, unit testing, and preparing technical documentation as required. Responsible for design & development of project modules/components in J2EE, Java and SQL. Works independently to develop, configure code and test programs from specifications. Prepares documentation that describes installation and operating procedures, including application user guides, with limited guidance. Develop code, unit test case, deploy & test as per requirements. Analysis, maintenance and support of existing code. Participate in meetings and discussions with Functional/Technical Leads to understand the requirements and work out a design. Participate in code reviews and ensure the code written complies with the company standards and policies. Follows existing programming standards and guidelines and guides other team members to adhere to the same.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years

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**IT Project Manager I**

Manages projects and development teams executing in a range of methodologies including waterfall, agile, and lean; Ensures the project meets scope, schedule, and budget; Serves as the Scrum Master for Agile projects; liaison between business and technical team; performs risk management; ensures government receives actionable information in a timely manner necessary to obtain decision/guidance to facilitate project execution.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years
**IT Project Manager II**

Manages projects and development teams executing in a range of methodologies including waterfall, agile, and lean; Ensures the project meets scope, schedule, and budget; Serves as the Scrum Master for Agile projects; liaison between business and technical team; performs risk management; ensures government receives actionable information in a timely manner necessary to obtain decision/guidance to facilitate project execution.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

---

**IT Project Manager III**

Manages projects and development teams executing in a range of methodologies including waterfall, agile, and lean; Ensures the project meets scope, schedule, and budget; Serves as the Scrum Master for Agile projects; liaison between business and technical team; performs risk management; ensures government receives actionable information in a timely manner necessary to obtain decision/guidance to facilitate project execution.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years

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**Training/Documentation Specialist**

Coordinate and participate in collection, interpretation, writing and dissemination of technical documentation in support of communications and information systems projects. Write and edit procedural manuals for users. Create and maintain on-line tutorials and learning materials. Conduct training sessions. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Trains personnel by conducting formal classroom courses, workshops, and seminars.

**Minimum Education:** Associates Degree

**Minimum Experience:** Five (5) years

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**Senior Training/Documentation Specialist**

Coordinate and participate in collection, interpretation, writing and dissemination of technical documentation in support of communications and information systems projects. Write and edit procedural manuals for users. Create and maintain on-line tutorials and learning materials. Conduct training sessions. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Trains personnel by conducting formal classroom courses, workshops, and seminars.

**Minimum Education:** Associates Degree

**Minimum Experience:** Seven (7) years
Healthcare Systems Analyst I

Analyze business and system requirements and ensures adherence to the design concept and to user standards and for progress in accordance with schedules in health IT environments. Must be able to coordinate with the Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Three (3) years

Healthcare Systems Analyst II

Analyze business and system requirements and ensures adherence to the design concept and to user standards and for progress in accordance with schedules in health IT environments. Must be able to coordinate with the Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years

Health IT Systems Analyst III

Analyze business and system requirements and ensures adherence to the design concept and to user standards and for progress in accordance with schedules in health IT environments. Must be able to coordinate with the Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) years
Health IT Test Engineer I

Responsible for the analysis of project functional requirements as well as development of code in Java for automating test scenarios. The incumbent is responsible for the analysis of functional requirements, testing applications, developing test plans, test cases and test scripts, and evaluating test results to determine compliance with test plans and established business processes.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Three (3) years

Health IT Test Engineer II

Responsible for the analysis of project functional requirements as well as development of code in Java for automating test scenarios. The incumbent is responsible for the analysis of functional requirements, testing applications, developing test plans, test cases and test scripts, and evaluating test results to determine compliance with test plans and established business processes.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years

Health IT Test Engineer III

Responsible for the analysis of project functional requirements as well as development of code in Java for automating test scenarios. The incumbent is responsible for the analysis of functional requirements, testing applications, developing test plans, test cases and test scripts, and evaluating test results to determine compliance with test plans and established business processes.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) years

Health IT Test Engineer IV

Responsible for the analysis of project functional requirements as well as development of code in Java for automating test scenarios. The incumbent is responsible for the analysis of functional requirements, testing applications, developing test plans, test cases and test scripts, and evaluating test results to determine compliance with test plans and established business processes.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Ten (10) years
Health IT Business Intelligence Analyst I

Health Business Intelligence Analyst I gathers data from a number of sources for comparative analysis to solve business related data problems. Health IT Business Intelligence Analyst I will develop solutions, reporting and visualizations using Business Intelligence tools.

**Required skillset:** • Experience in health IT data solutions, information architecture and data warehousing concepts • Understanding and good working knowledge of SQL and NoSQL • Knowledge of data transformation using ETL tools • Experience developing dashboards and reports using standard industry tools

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

Health IT Business Intelligence Analyst II

Health Business Intelligence Analyst II gathers data from a number of sources for comparative analysis to solve business related data problems. Health IT Business Intelligence Analyst II will develop solutions, reporting and visualizations using Business Intelligence tools.

**Required skillset:** • Experience in health IT data solutions, information architecture and data warehousing concepts • Understanding and good working knowledge of SQL and NoSQL • Knowledge of data transformation using ETL tools • Experience developing dashboards and reports using standard industry tools

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) years

Health IT Database Administrator I

Responsible for the implementation, configuration, maintenance, and performance of critical SQL Server RDBMS systems, to ensure the availability and consistent performance of our corporate applications.

Responsible for the development and sustenance of databases, ensuring its operational readiness (security, health and performance), executing data loads, and performing data modeling in support of multiple development teams. Manage databases through multiple product lifecycle environments, from development to mission-critical production systems. Configure and maintain database servers and processes, including monitoring of system health and performance, to ensure high levels of performance, availability, and security. Apply data modeling techniques to ensure development and implementation support efforts meet integration and performance expectations. Independently analyze, solve, and correct issues in real time, providing problem resolution end-to-end. Refine and automate regular processes, track issues, and document changes. Assist developers with complex query tuning and schema refinement.

**Minimum Education:** Bachelor’s Degree

**Minimum Experience:** Seven (7) years
**Health IT Database Administrator II**

Responsible for the implementation, configuration, maintenance, and performance of critical SQL Server RDBMS systems, to ensure the availability and consistent performance of our corporate applications.

Responsible for the development and sustenance of databases, ensuring its operational readiness (security, health and performance), executing data loads, and performing data modeling in support of multiple development teams. Manage databases through multiple product lifecycle environments, from development to mission-critical production systems. Configure and maintain database servers and processes, including monitoring of system health and performance, to ensure high levels of performance, availability, and security. Apply data modeling techniques to ensure development and implementation support efforts meet integration and performance expectations. Independently analyze, solve, and correct issues in real time, providing problem resolution end-to-end. Refine and automate regular processes, track issues, and document changes. Assist developers with complex query tuning and schema refinement.

**Minimum Education:** Bachelor’s Degree

**Minimum Experience:** Ten (10) years

**Health IT Data Scientist I**

Health IT Data Scientist I will have necessary statistical modelling, mathematical, big data analytics and predictive modelling skills to build the required algorithms necessary to ask right questions and build objective visualizations and findings from it. Health IT Data Scientist I will have knowledge of integrating multiple health IT systems and datasets to provide new insights. Examples of required skillset: • Prior experience working as a data architect and managing information schema for large organizations • Experience with big data analytic tools such as Hadoop, Hive, MapReduce, SPLUNK, Elastic Search • Understanding and good working knowledge of SQL and NoSQL • Experience in machine learning, statistical modelling, and predictive analysis • Extensive experience with a statistical programming language

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Three (3) years

**Health IT Computer Security Systems Specialist I**

Analyzes and defines security requirements for MLS issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about a department’s mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses, which also include risk assessment. Provides daily direction to staff.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years
**Health IT Computer Security Systems Specialist II**

Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Responsible for the implementation and development of the MLS. Gathers and organizes technical information about an organization’s mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses, which also include risk assessment. Provides daily supervision and direction to staff.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

**Health IT Security Systems Architect I**

Develops and implements health IT enterprise information security architectures and solutions. Serves as a security expert in application development, database design, network, and/or platform (operating system) efforts, helping project teams comply with enterprise and IT security policies, industry regulations, and best practices.

Researches, designs, and advocates new technologies, architectures, and security products that will support security requirements for the enterprise and its customers, business partners, and vendors. Contributes to the development and maintenance of information security strategy and architecture. Evaluates and develops secure solutions based on approved security architectures. Analyzes business impact and exposure based on emerging security threats, vulnerabilities, and risks. Works with other functional area and security specialists to ensure adequate security solutions are in place throughout all IT systems and platforms to mitigate identified risks sufficiently, and to meet business objectives and regulatory requirements. Communicates security risks and solutions to business partners and IT staff as needed.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years.
Health IT Security Systems Architect II

Develops and implements health IT enterprise information security architectures and solutions. Serves as a security expert in application development, database design, network, and/or platform (operating system) efforts, helping project teams comply with enterprise and IT security policies, industry regulations, and best practices.

Researches, designs, and advocates new technologies, architectures, and security products that will support security requirements for the enterprise and its customers, business partners, and vendors. Contributes to the development and maintenance of information security strategy and architecture. Evaluates and develops secure solutions based on approved security architectures. Analyzes business impact and exposure based on emerging security threats, vulnerabilities, and risks. Works with other functional area and security specialists to ensure adequate security solutions are in place throughout all IT systems and platforms to mitigate identified risks sufficiently, and to meet business objectives and regulatory requirements. Communicates security risks and solutions to business partners and IT staff as needed.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Ten (10) years.

Health IT Security Analyst I

Analyzes security measures for more than one IT functional area (e.g., data, systems, network and/or Web) across the enterprise. Develops, implements, communicates and provides training of security assessments, policies and procedures Tracks, monitors, and enforces security policies, reviews security violation reports and investigates possible security exceptions, and updates, maintains and documents security controls. Prepares reports on security matters to develop security risk analysis scenarios and response procedures. Evaluates and recommends products and/or procedures to enhance productivity and effectiveness.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) years

Health IT Security Analyst II

Analyzes security measures for more than one IT functional area (e.g., data, systems, network and/or Web) across the enterprise. Develops, implements, communicates and provides training of security assessments, policies and procedures Tracks, monitors, and enforces security policies, reviews security violation reports and investigates possible security exceptions, and updates, maintains and documents security controls. Prepares reports on security matters to develop security risk analysis scenarios and response procedures. Evaluates and recommends products and/or procedures to enhance productivity and effectiveness.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) Years
Health IT Program Manager I

The Health IT Program Manager I serves as the single point of contact regarding the contract and performs overall management for health IT support operations. Organizes, directs, and coordinates the planning and production of all Contract activities, projects and support activities, including those of subcontractors. Oversees the development of project schedules or develops work breakdown structures, charts, tables, graphs, major milestone calendars and diagrams to assist in analyzing problems and making recommendations. Demonstrates excellent written and verbal communications skills. Establishes and alters corporate management structure to direct effective and efficient Contract support activities.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) Years

Health IT Program Manager II

The Health IT Program Manager II serves as the single point of contact regarding the contract and performs overall management for health IT support operations. Organizes, directs, and coordinates the planning and production of all Contract activities, projects and support activities, including those of subcontractors. Oversees the development of project schedules or develops work breakdown structures, charts, tables, graphs, major milestone calendars and diagrams to assist in analyzing problems and making recommendations. Demonstrates excellent written and verbal communications skills. Establishes and alters corporate management structure to direct effective and efficient Contract support activities.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) Years

Health IT Project Manager I

Manages health IT projects and development teams executing in a range of methodologies including waterfall, agile, and lean; Ensures the project meets scope, schedule, and budget; Serves as the Scrum Master for Agile projects; liaison between business and technical team; performs risk management; ensures government receives actionable information in a timely manner necessary to obtain decision/guidance to facilitate project execution.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) Years

Health IT Project Manager II

Manages health IT projects and development teams executing in a range of methodologies including waterfall, agile, and lean; Ensures the project meets scope, schedule, and budget; Serves as the Scrum Master for Agile projects; liaison between business and technical team; performs risk management; ensures government receives actionable information in a timely manner necessary to obtain decision/guidance to facilitate project execution.

Minimum Education: A Bachelor’s Degree
Minimum Experience: Seven (7) Years

Health IT Subject Matter Expert I

Health IT Subject Matter Expert I uses best practices expertise across industries and deeply specialized skills in measuring client business performance, market analysis, and/or strategic visioning.

Minimum Education: Master’s Degree

Minimum Experience: Seven (7) Years

Health IT Subject Matter Expert II

Health IT Subject Matter Expert II uses best practices expertise across industries and deeply specialized skills in measuring client business performance, market analysis, and/or strategic visioning.

Minimum Education: Master’s Degree

Minimum Experience: Ten (10) Years

Health IT Software Developer I

Develop, modify, or update applications used by business units or infrastructure units. Lead, or play lead technical role in development teams' efforts to determine unit needs and business processes that are automated by the application. Participate in or review all of the steps in the software development life cycle to create and modify the software.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Five (5) Years

Health IT Software Developer II

Develop, modify, or update applications used by business units or infrastructure units. Lead, or play lead technical role in development teams' efforts to determine unit needs and business processes that are automated by the application. Participate in or review all of the steps in the software development life cycle to create and modify the software.

Minimum Education: A Bachelor’s Degree

Minimum Experience: Seven (7) Years
**Health IT Software Developer III**

Develop, modify, or update applications used by business units or infrastructure units. Lead, or play lead technical role in development teams’ efforts to determine unit needs and business processes that are automated by the application. Participate in or review all of the steps in the software development life cycle to create and modify the software.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Ten (10) Years

**Health IT Support Engineer I**

Identifies, debugs, and resolves a wide range of complex problem situations within the test or production environments. Leverages existing tools, including third party, internally developed and API creation and management to maximize team's ability to detect, troubleshoot, and resolve issues. Actively pursues and applies new advancements within the support team and integrates into processes. Customer Focused. Respond to application outages. Perform routine changes as assigned. Provide level 2 support. Assist with capacity planning to ensure applications are scaled to meet current and projected capacities.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Five (5) years

**Health IT Solutions Architect I**

Responsible for designing and managing full life-cycle of enterprise wide solutions. This includes creating requirements analysis, platform selection, design of technical architecture, design of the application design and developing, testing, and deployment of proposed solution.

**Minimum Education:** A Bachelor’s Degree

**Minimum Experience:** Seven (7) years

**FOR SIN ANCILLARY – Ancillary Products and Services**

**Communications Specialist**

Responsible for development and maintenance of robust and effective communications, marketing, and outreach programs with customers in coordination with other agency outreach entities (e.g. customer agencies, vendors, and other distinct stakeholders). Deals with both recurring communications (e.g. bi-weekly newsletters, public facing websites, social media) and as-needed communications (e.g. system releases/maintenance/interruptions announcements, work such as assisting with the preparation of talking points and presentations for executives).

**Minimum Education:** Associates Degree

**Minimum Experience:** Two (2) years
**Journeyman Business Development/Client Relations Manager**

Responsible for developing and promoting the business. Responsible for creating and maintaining strong relationships and making business decisions. Works with customers to provide feedback to development teams for new content and products. Establishes and nurtures relationships that fill the business pipeline with prospective partners and customers. Negotiates new partnerships and business alliances; works closely with legal experts to write contracts for new business partners. Creates business development strategies; identifies roadblocks and drives new business from conception through closure.

**Minimum Education:** Bachelor’s degree

**Minimum Experience:** Five (5) years

**Business Development/Client Relations Manager**

Responsible for developing and promoting the business. Responsible for creating and maintaining strong relationships and making business decisions. Works with customers to provide feedback to development teams for new content and products. Establishes and nurtures relationships that fill the business pipeline with prospective partners and customers. Negotiates new partnerships and business alliances; works closely with legal experts to write contracts for new business partners. Creates business development strategies; identifies roadblocks and drives new business from conception through closure.

**Minimum Education:** Bachelor’s degree

**Minimum Experience:** Seven (7) years

**Senior Business Development/Client Relations Manager**

Responsible for developing and promoting the business. Responsible for creating and maintaining strong relationships and making business decisions. Works with customers to provide feedback to development teams for new content and products. Establishes and nurtures relationships that fill the business pipeline with prospective partners and customers. Negotiates new partnerships and business alliances; works closely with legal experts to write contracts for new business partners. Creates business development strategies; identifies roadblocks and drives new business from conception through closure.

**Minimum Education:** Bachelor’s degree

**Minimum Experience:** Ten (10) years

**Administrative/Executive Assistant**

Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client’s requirements. Interfaces with personnel to coordinate trainings, meetings, and events, maintain logs, records and files, provides end-user support, and performs general administrative duties. Assists in budgetary, billing, and financial management. Responsible for preparing and/or maintaining documentation, procedures and methods, including user reference manuals.

**Minimum Education:** Associates Degree

**Minimum Experience:** Two (2) years
Substitution Guidelines

Consistent with Allwyn’s hiring practices, experience can be substituted for education and experience. The table below provides Allwyn’s education/experience substitution guidelines. Experience, education and description of duties for the service categories in the Schedule are provided as a guideline to typical background for staff to be provided under individual task orders. Allwyn will review each task order opportunity to determine the best candidate available.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Related Work Substitution</th>
<th>Related Degree and Experience Substitution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Degree</td>
<td>2 years’ work experience may be substituted for an Associates Degree</td>
<td>2 years’ work experience may be substituted for an Associates Degree</td>
</tr>
<tr>
<td>Bachelor Degree</td>
<td>4 years’ work experience may be substituted for a Bachelor’s Degree</td>
<td>Associate Degree plus 2 years work experience may be substituted for a Bachelor’s Degree</td>
</tr>
<tr>
<td>Master Degree</td>
<td>6 years’ work experience may be substituted for a Master’s Degree</td>
<td>Bachelor’s Degree plus 2 years work experience may be substituted for a Master’s Degree</td>
</tr>
<tr>
<td>Doctorate</td>
<td>10 years’ work experience may be substituted for a Doctorate Degree</td>
<td>Bachelor’s Degree plus 6 years work experience or a Master’ degree plus 4 years degree may be substituted for a Doctorate Degree</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>54151S</td>
<td>Program Manager</td>
<td>Bachelor's</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Subject Matter Expert</td>
<td>Bachelor's</td>
</tr>
<tr>
<td>54151S</td>
<td>Subject Matter Expert</td>
<td>Bachelor's</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Computer Software/Integration Analyst</td>
<td>Bachelor's</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Computer Specialist</td>
<td>Bachelor's</td>
</tr>
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<td>Senior Systems Analyst</td>
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<td>Junior Computer Systems Analyst</td>
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<td>54151S</td>
<td>Senior Database Management Specialist</td>
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<td>Senior Application Architect</td>
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<td>Office Automation Specialist</td>
<td>High School</td>
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<td>High School</td>
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<tr>
<td>54151S</td>
<td>Operator Level II</td>
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<td>Remedy Administrator</td>
<td>Bachelor's</td>
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<tr>
<td>54151S</td>
<td>Internet/Intranet Developer - Senior</td>
<td>Bachelor's</td>
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<td>Internet/Intranet Developer - Junior</td>
<td>Bachelor's</td>
</tr>
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Allwyn Corporation, headquartered in the Washington DC metro area, was founded in 2003 with a mission to help customers solve complex technology problems by bringing tools, technologies, experienced resources, processes, methodologies and project delivery expertise to the table. Our goal is to enable our customers to stay competitive in the global marketplace by helping them implement high quality, cost-efficient software products, and IT applications. Our key differentiators are our approach, attitude and the top-notch intellectual capital we deploy that will work as an extended arm of your organization to get the job done.

We endeavor to be the technology partner of choice for our customers. We strive to deliver high-quality software development and leverage our domain expertise to provide a business advantage. We deliver innovative and cost-effective IT solutions to solve complex business challenges and drive ambitious innovations.

**KEY CAPABILITIES**

**ARTIFICIAL INTELLIGENCE**
Prediction and Predictive Analytics, Natural language understanding, Lean-Value-Launch methodology.

**AGILE DEVELOPMENT**
Agile lifecycle process, cloud-based custom software solutions that are used in both private and government sectors.

**DATA ANALYTICS**
Mobile analytics dashboard apps, D3 visualizations, database and performance tuning, big data strategy and implementation

**CLOUD MANAGEMENT**
Amazon Certified Cloud Practitioners, Implementing security compliance, Accreditation and Authorization of Cloud based Applications.

**PROGRAM MANAGEMENT**
Project/program management approach that includes proper planning of all approved costs, schedules, and risks.

**BPM**
Appian, Salesforce cloud and Microsoft Dynamics 365