GENERAL SERVICES ADMINISTRATION
Federal Supply Service Authorized Federal Supply Schedule Price List

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

Schedule Number: 70

Title: General Purpose Commercial Information Technology Equipment, Software, and Services

FSC/PSC Class D301 – Facility Management
FSC/PSC Class D302 – Systems Development Services
FSC/PSC Class D306 – Systems Analysis Services
FSC/PSC Class D307 – Automated Information Systems Services
FSC/PSC Class D308 – Programming Services
FSC/PSC Class D310 – Backup and Security Services
FSC/PSC Class D311 – Data Conversion Services
FSC/PSC Class D313 – Computer Aided Design Services; Computer Aided Manufacturing Services
FSC/PSC Class D316 – IT Network Management Services
FSC/PSC Class D317 – Creation/Retrieval of IT Related Data Services, Creation/Retrieval of Other Information Services; Creation/Retrieval of IT Related Automated New Services
FSC/PSC Class D399 – Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software, and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

Note 4: Comtech LLC wishes to participate under the Cooperative Purchasing program, Disaster Recovery Purchasing (RC) and American Recovery (AARA). All awarded SINs are available to state and local government.

Contract Number: 47QTC19D00HR

For more information on ordering from Federal Supply Schedules go to the internet address: http://www.gsa.gov/schedules. Find link to GSA Schedules. Then find link to Customers Ordering from Schedules. Next, find links to Ordering Procedures for Services Requiring a Statement of Work and Ordering Procedures for Services not Requiring a Statement of work.

Contract Period: August 14, 2019 – August 13, 2024

COMTECH LLC
1801 Robert Fulton Dr, Suite 410
Phone Number: (703) 291-0569
Fax Number: (703) 291-0825
www.comtechllc.com
Contact for contract administration: and Coleen Quintana, Director of Contracts contracts@comtechllc.com

Business size: Small Business, Minority

Modification Number: 0003 Effective Date: Oct/9/2020
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Comtech, LLC | 1801 Robert Fulton Dr, Suite 410 | Reston, VA 20191 | P: (703) 291-0569 | F: (703) 291-0825 | www.comtechllc.com

## Contract Number: 47QTCA19D00HR

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## PRICING

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<td>LABOR CATEGORY DESCRIPTIONS</td>
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</tbody>
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CUSTOMER INFORMATION

1a. Table of awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN #</th>
<th>SIN TITLE</th>
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</thead>
<tbody>
<tr>
<td>132 51 (legacy) / 54151S (new)</td>
<td>Information Technology Professional Services</td>
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</tbody>
</table>

1b. Identification of the lowest priced service for each special item number awarded in the contract.

Not applicable

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided.

See page 11

2. Maximum order for each SIN:*

<table>
<thead>
<tr>
<th>SIN #</th>
<th>MAXIMUM ORDER</th>
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<tbody>
<tr>
<td>132 51 (legacy) / 54151S (new)</td>
<td>$500,000</td>
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*If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. Minimum order: $100

4. Geographic coverage (delivery area): (48 contiguous states, Washington DC, etc.), and 48 contiguous states, D.C., AK, HI

5. Point(s) of production: Not applicable

6. Discount from list prices or statement of net price: Net prices shown (discount applied)

7. Quantity discounts: None

8. Prompt payment terms: None

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

9b. Notification whether Government purchase cards are accepted above the micro-purchase threshold. Yes

10. Foreign items: Not applicable

11a. Delivery (Days ARO):

| SIN 132-51 (legacy) / 54151S (new): Information Technology Professional Services: | As agreed upon between Comtech and Agency |

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

11d. Urgent requirements: Contact Contractor
12. F.O.B. point(s): **Destination**

13a. Ordering address(es): **Same as Contractor**

13b. Ordering procedures: For supplies and services, the ordering procedures, information on blanket purchase agreements (BPA’s), and a sample BPA can be found at the GSA/FSS schedule homepage [https://www.gsa.gov/buying-selling/purchasing-programs/gsa-schedules/schedule-buyers/contracting-officer-guidance-schedule-ordering-procedures](https://www.gsa.gov/buying-selling/purchasing-programs/gsa-schedules/schedule-buyers/contracting-officer-guidance-schedule-ordering-procedures)

14. Payment address: Same as Contractor

15. Warranty provision: Not applicable

16. Export packing charges: Not applicable

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

18. Terms and conditions of rental maintenance, and repair: Not applicable

19. Terms and conditions of installation: Not applicable

20. Terms and conditions of repair parts: Not applicable

20a. Terms and conditions for any other services: Not applicable

21. List of service and distribution points: Not applicable

22. List of participating dealers: Not applicable

23. Preventative maintenance: Not applicable

24a. Special attributes such as environmental attributes: Not applicable

24b. Section 508 compliance: Not applicable

25. Data Universal Number System (DUNS) number: 095247321

26. Notification regarding registration in the System for Award Management (SAM) database. Comtech LLC is registered and active in SAM, CAGE Code: 1PJZ8
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER)

1. SIN DESCRIPTION/SCOPE:

132 51 (legacy) / 54151S (new): Information Technology Professional Services IT Professional Services and/or labor categories for database planning and design; systems analysis, integration, and design; programming, conversion, and implementation support; network services, data/records management, and testing. NOTE: Subject to Cooperative Purchasing.

a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

b) The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

a) Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

b) The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

a) Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made, and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

b) All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.
4. PERFORMANCE OF SERVICES

a) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c) The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d) Any Contractor travel required in the performance of IT Professional Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- Cancel the stop-work order; or

- Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

- The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience
of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES


7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a) Definitions.

b) “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

c) “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

d) An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and...
its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

e) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries, and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general, and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

(1) The offeror;
(2) Subcontractors; and/or
(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.
14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF PROFESSIONAL SERVICES AND PRICING

The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132 51 (legacy) / 54151S (new), Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

Pricing for all Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts, and methods; also requires knowledge of available hardware, system software, input/output devices, structure, and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor’s Degree in Computer Science.
<table>
<thead>
<tr>
<th>Labor Category Number</th>
<th>SIN</th>
<th>Labor Category</th>
<th>Pricing/Rates Per Hour</th>
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</thead>
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<td>54151S</td>
<td>Project Manager 1</td>
<td>$ 122.06</td>
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LABOR CATEGORY DESCRIPTIONS

SIN 132-51 (legacy) / 54151S (new): Information Technology Professional Services

CMT-01: Labor Category Title: Project Manager I

Functional responsibilities:
Coordinates and monitors cost, schedule, and performance of program activities to include deliverables and quality control. Duties also include supporting the negotiation of contracts and contractual changes and coordinating preparations of plans, specifications, proposals, programmatic governance, and review/reporting. Assures adherence to master plans and milestones in accordance with budget and resource allocations. Acts as advisor and leader for program teams regarding tasks, people/assignments/skills, processes, and tools.

Minimum education degree requirement/Years of experience:
Bachelor's degree with five (5) years of relevant PM experience. Understanding of standard concepts, best practices and procedures to include the Program Management Body of Knowledge (PM-BOK) and Scaled Agile Framework; or ten (10) years of experience with no degree.

CMT-02: Labor Category Title: Project Manager II

Functional responsibilities:
Coordinates and monitors cost, schedule, and performance of program activities to include deliverables and quality control. Duties also include supporting the negotiation of contracts and contractual changes and coordinating preparations of plans, specifications, proposals, programmatic governance, and review/reporting. Assures adherence to master plans and milestones in accordance with budget and resource allocations. Acts as advisor and leader for program teams regarding tasks, people/assignments/skills, processes, and tools.

Minimum education degree requirement/Years of experience:
Bachelor’s degree with ten (10) years of PM experience. Desired are understanding of standard concepts, best practices and procedures to include the Program Management Body of Knowledge (PM-BOK) and Scaled Agile Framework; or fifteen (15) years of experience with no degree.

Applicable training or certification requirements:

- Program Management Professional (PMP) certification highly desired.

CMT-03: Labor Category Title: Systems Engineer Level I

Functional responsibilities:
Serves as team member to elicit and translate as well as analyze task requirements and risks into solutions using relevant engineering tools that support systems engineering management end-to-end processes to include Agile methodologies. In conjunction with other team members, defines systems interfaces among different categories of requirements, develops appropriate solution designs to support satisfaction of requirements while employing engineering best practices spanning communications, information technology, and information systems security domains (e.g., complex multi-disciplinary enterprise architectures).
Minimum education degree requirement/Years of experience:
Bachelor’s degree in technical or engineering discipline with four (4) years of experience supporting the analysis and design of complex systems as well as engineering management life cycle processes, tools, and techniques; or six (6) years of experience with no degree.

CMT-04: Labor Category Title: Systems Engineer Level II
Functional responsibilities:
Serves as team member to elicit and translate as well as analyze task requirements and risks into solutions using relevant engineering tools that support systems engineering management end-to-end processes to include Agile methodologies. In conjunction with other team members, defines systems interfaces among different categories of requirements, develops appropriate solution designs to support satisfaction of requirements while employing engineering best practices spanning communications, information technology, and information systems security domains (e.g., complex multi-disciplinary enterprise architectures).

Minimum education degree requirement/Years of experience:
Bachelor’s degree in technical or engineering discipline with eight (8) years of experience supporting analysis and design of complex systems is required to include but not limited to networks, hardware and software solutions, electronic communications, mechanical engineering, civil engineering, prototype evaluation of capabilities, and complex systems operations and maintenance support methodologies; or ten (10) years of experience with no degree.

CMT-05: Labor Category Title: Systems Engineer Level III
Functional responsibilities:
Performs high level engineering tasks in the areas of software, electronics, communications, networking, systems development, integration, testing, and sustainment (to include information technology systems management best practices experience - including Agile life cycle engineering best practices). Plans and conducts work requiring judgment in the independent evaluation, selection, and substantial adaptation and modification of standard engineering management processes, tools, and techniques. Elicits and translates as well as analyzes task requirements and risks into solutions using relevant engineering tools that support systems engineering management end-to-end processes. In conjunction with other team members, defines system interfaces among different categories of requirements, develops appropriate solution designs to support the satisfaction of requirements.

Minimum Degree requirements/Minimum Experience:
Bachelor’s degree in technical or engineering discipline with ten (10) years of experience supporting analysis and design of complex systems is required to include but not limited to networks, hardware and software solutions, electronic communications, mechanical engineering, civil engineering, prototype evaluation of capabilities, and complex systems operations and maintenance support methodologies; or twelve (12) years of experience with no degree.

CMT-06: Labor Category Title: System Administrator
Functional responsibilities:
Troubleshoots and resolves networking, operating system, and software problems. Conducts and monitors system backups, and if necessary, performs data recoveries. Determines and implements certain standards for
computer operations to ensure compatibility between hardware and software.

Minimum education degree requirement/Years of experience:
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business with four (4) years of other related scientific or technical field with IT systems, LAN/WAN Administration experience; or seven (7) years of experience no degree.

Applicable training or certification requirements:
- Advanced applicable hardware and software certifications

CMT-07: Labor Category Title: Subject Matter Expert I

Functional responsibilities:
Serves as experienced consultant with experience in supporting large projects related to the individual subject matter expertise. Beginning expertise in functional domains such as finance, personnel, acquisition, etc. Performs research, collection, collation and compilation of data, and preparation of inputs into larger reports. Evaluates and interprets findings. Prepares finished products for review by team leader or higher-level analysts. Interfaces with external entities to collect data. Uses and/or develops computer tools to facilitate analysis tasks. Prepares monthly status reports. May be assigned to customer site. May prepare and present briefings.

Minimum education degree requirement/Years of experience:
Bachelor’s degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Social Science, Education, Human Resources Development, and Psychology or other related disciplines with ten (10) years of experience; or fifteen (15) years of experience with no degree.

CMT-08: Labor Category Title: Subject Matter Expert II

Functional responsibilities:
Serves as experienced consultant with experience in supporting large projects related to the individual subject matter expertise. Prepares and delivers presentations to colleagues, subordinates, and government representatives. Assures the proper use of current or requested programming, testing and documentation techniques. Produces, reviews and documents reflecting knowledge of areas as identified in the statement of work.

Minimum education degree requirement/Years of experience:
Bachelor’s degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Social Science, Education, Human Resources Development, and Psychology or other related disciplines with twelve (12) years of experience; or seventeen (17) years of experience with no degree.

CMT-09: Labor Category Title: Subject Matter Expert III

Functional responsibilities:
Relevant experience includes supporting large projects related to the individuals subject matter expertise. Advanced expertise in functional domains such as finance, personnel, acquisition, etc. Experience as a Project
Manager. Prepares and delivers presentations to colleagues, subordinates, and government representatives. Assures the proper use of current or requested programming, testing and documentation techniques. Produces and/or reviews substantive and/or complex documentation reflecting detailed knowledge of areas as identified in the statement of work.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Social Science, Education, Human Resources development, and Psychology or other related disciplines with fourteen (14) years of experience; or nineteen (19) years of experience with no degree.

**CMT-10: Labor Category Title: Subject Matter Expert IV**
**Functional responsibilities:**
Renowned expertise in functional domains such as finance, personnel, acquisition, etc. or technical disciplines such as computer security, network engineering, etc. Extensive experience as technical leaders and senior Project Managers. Prepares and delivers presentations to colleagues, subordinates, and government representatives. Assures the proper use of current or requested testing and documentation techniques. Produces, reviews substantive and complex documentation reflecting detailed knowledge of areas as identified in the statement of work.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Business, Engineering, Management Sciences, Computer Science, Information Systems, Social Science, Education, Human Resources development, and Psychology or other related disciplines with sixteen (16) years of experience; or twenty-one (21) years of experience with no degree.

**CMT-11: Labor Category Title: Business Analyst I**
**Functional responsibilities:**
Analyzes and researches data sets to determine trends, patterns, and correlations that are useful for management decision making. Develops technical solutions to business problems, or to advance a company's sales efforts beginning with defining, analyzing, and documenting requirements. Reviews, analyzes, and modifies programming systems including encoding, testing, debugging, and installing to support applications and information systems. Consults with users to identify operating procedures to clarify functional needs and performance objectives.

**Minimum education degree requirement/Years of experience:**
Requires Bachelor’s degree with three (3) years relevant experience in related technical discipline (e.g., computer science or information systems), possesses knowledge of commonly used concepts, practices, and procedures to assess, analyze and resolve issues and/or define process and functionality improvement options; or five (5) years of experience with no degree.

**CMT-12: Labor Category Title: Business Analyst II**
**Functional responsibilities:**
Defines and documents user requirements for various business processes; Implements comprehensive
management plan for projects; Updates and informs stakeholders on project process regularly in meetings; Analyzes and evaluates information, systems, processes, forecasts. Reviews, analyzes, and modifies programming systems including encoding, testing, debugging, and installing to support applications and information systems. Consults with users to identify operating procedures to clarify functional needs and performance objectives.

**Minimum education degree requirement/Years of experience:**
Requires Bachelor’s degree with five (5) years relevant experience in related technical discipline (e.g., computer science or information systems) and possesses knowledge of commonly used concepts, practices, and procedures to assess, analyze and resolve issues and/or define process or functionality improvement options; or eight (8) years of experience with no degree.

**CMT-13: Labor Category Title: Business Analyst III**

**Functional responsibilities:**
Reviews, analyzes, and modifies programming systems including encoding, testing, debugging, and installing to support applications and information systems. Consults with users to identify operating procedures to clarify functional needs and performance objectives. Minimum years of experience:

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree with seven (7) years relevant experience in related technical discipline (e.g., computer science or information systems), possesses knowledge of commonly used concepts, practices, and procedures to assess, analyze and resolve issues and/or define process or functionality improvement options, or ten (10) years of experience with no degree.

**CMT-14: Labor Category Title: Information Systems Security Analyst**

**Functional responsibilities:**
Monitor computer networks for security issues. Investigate security breaches and other cyber security incidents. Install security measures and operate software to protect systems and information infrastructure, including firewalls and data encryption programs. Document security breaches and assess the damage they cause. Work with security team to perform tests and uncover network vulnerabilities. Fix detected vulnerabilities to maintain a high-security standard. Stay current on IT security trends and news. Develop company-wide best practices for IT security. Perform penetration testing. Help colleagues install security software and understand information security management. Research security enhancements and make recommendations to management. Stay up-to-date on information technology trends and security.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field with (three) (3) years of experience with Experience with computer network penetration testing and techniques. Understanding of firewalls, proxies, SIEM, antivirus, and IDPS concepts. Ability to identify and mitigate network vulnerabilities and explain how to avoid them. Understanding of patch management with the ability to deploy patches in a timely manner while understanding business impact; or seven (7) years of related information security experience with no degree.
Applicable training or certification requirements:

- CEH: Certified Ethical Hacker
- CISM: Certified Information Security Manager
- COMPTIA Security +
- CISSP: Certified Information Systems Security Professional
- CISA: Certified Information Security Auditor

**CMT-15: Labor Category: Quality Assurance Analyst I**

**Functional responsibilities:**
Develops test plans, test cases and test scripts for projects. Executes the plan and manages all activities in the plan to ensure that all objectives are met, and all solutions works as expected. The solution should be tested by functionality, performance, reliability, stability, and compatibility with systems.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field with seven (7) years of experience; or ten (10) years of related IT experience with no degree.

**CMT-16: Labor Category Title: Quality Assurance Analyst II**

**Functional responsibilities:**
Develops test plans, test cases and test scripts for projects. Executes the plan and manages all activities in the plan to ensure that all objectives are met, and all solutions works as expected. The solution should be tested by functionality, performance, reliability, stability, and compatibility with systems.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field with nine (9) years of experience of related field; or twelve (12) years of related IT experience with no degree.

**CMT-17: Labor Category Title: Technical Assistant**

**Functional responsibilities:**
Good organizational skills, good attention to detail, ability to work alone and as part of a team, and excellent communication skills.

**Minimum education degree requirement/Years of experience:**
Associate degree with one (1) year of experience in information systems, technical, and administrative support; or three (3) years of experience with no degree.

**CMT-18: Labor Category Title: Sr. Technical Specialist**

**Functional responsibilities:**
Analyzes and designs solutions to networking issues. Provides technical support to other departments, as well as troubleshoots, diagnoses, and solves issues with both hardware and software problems.
Minimum education degree requirement/Years of experience:
Associate degree with two (2) years in IT Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field; or four (4) years of IT experience with no degree.

CMT-19: Labor Category Title: Data Scientist Level I
Functional Responsibilities:
Assesses and/or defines alternative operational processes and statistical models in highly technical operating environments. Assists with understanding and preparing operational models, data workflows, procedures, performance metrics, and management practices and creating relevant documentation and deliverables in accordance with industry best practices and relevant standards. Gathers, elicits, analyzes, edits, and prepares performance criteria through assessment of workflows, trends, and data analytics as well as monitoring techniques supporting quality assurance and performance management. Assists with preparation of presentation graphics and other media representing analytic results while also supporting the development of deliverables and reports.

Minimum education degree requirement/Years of experience:
Bachelor’s degree in Computer Science, Engineering, relevant field in Data Science, or other quantitative field with three (3) years of relevant experience; or five (5) years of experience with no degree.

CMT-20: Labor Category Title: Data Scientist Level II
Functional Responsibilities:
Assesses and/or defines operational processes in highly technical operating environments. Assists with understanding and preparing workflows, procedures, performance metrics, and management practices as well as relevant documentation and deliverables in accordance with industry best practices and relevant standards. Gathers, elicits, analyzes, edits, and prepares data analytics results supporting quality assurance and performance management. Assists with preparation of presentation graphics and other media while supporting the development of deliverables and reports. Supports documentation preparation and utilizes enterprise databases (potentially on multiple networks) as well as identifies new databases for understanding business intelligence transactions in support of optimizing the management of securing data at rest and/or monitoring data in transit workflows addressing storage, queries, data retrieval, data transmission, and data delivery functions to enterprise users or external stakeholders.

Minimum education degree requirement/Years of experience:
Bachelor’s degree in Computer Science, Engineering, relevant field in Data Science, or other quantitative field with five (5) years of relevant experience; or seven (7) years of experience with no degree.

CMT-21: Labor Category Title: Technical Writer I
Functional responsibilities:
Helps write, edit, and update technical and administrative materials that include, but not limited to reports, briefs, proposals, user guides, training manuals.

Minimum education degree requirement/Years of experience:
Associate degree with one (1) year of experience in a related scientific or technical field; or three (3) years of IT experience with no degree.

**CMT-22: Labor Category Title: Technical Writer II**

**Functional responsibilities:**
Prepares instruction manuals, journal articles, and other supporting documents to communicate complex and technical information. Develops, gathers, and disseminates technical information among customers, designers, and manufacturers.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Scientific or related field with two (2) years of experience technical field; or four (4) years of specialized experience with no degree.

**CMT-23: Labor Category Title: Database Analyst/Programmer I**

**Functional responsibilities:**
Designs, implements, and maintains databases; monitors standards and procedures; assists with coding, implementing, and testing of software systems; develops and modifies software programs for various business process applications.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field with five (5) years of specialized IT experience; or eight (8) years with no degree.

**CMT-24: Labor Category Title: Database Analyst/Programmer II**

**Functional responsibilities:**
Organizes and makes sense of collections of information in order to create functional database systems. Evaluates, designs, reviews, and implements databases. Maintains and updates computer programs and databases and writing new code as requested or required. Has experience in database management, troubleshooting, and developing new systems to improve data analysis.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field with six (6) years of related IT experience; or nine (9) years with no degree.

**CMT-25: Labor Category Title: Database Analyst/Programmer III**

**Functional responsibilities:**
Designs, develops, implements, and maintains complex business, accounting, and management information systems. Works on complex assignments. Works with users to define existing or new system scope and objectives. Performs modifications to and maintenance of operational programs and procedures. Assists users in the operation of the application. Provides guidance to less experienced programmer/analysts. Performs all functional duties independently. Works on high-visibility programs, or mission critical aspects of assigned program(s). Oversees the efforts of direct reporting resources and/or is responsible for the efforts of all staff assigned to a specific job.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or
technical field with seven (7) years of related IT experience; or ten (10) years with no degree.

**CMT-26: Labor Category Title: Database Administrator I**

**Functional responsibilities:**
Develops, implements, administers, and maintains policies and procedures for ensuring the security and integrity of enterprise data management. Oversees the installation and deployment of software in the database as well as stewardship of data holdings as well as security domains and user’s access to data. Identifies and resolves database performance and capacity issues and replication and other distributed data issues. Relies on experience and judgment to plan and accomplish goals. Familiar with standard concepts, best practices, and procedures.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Engineering, Mathematics with three (3) years of related experience; or five (5) years of experience with no degree.

**CMT-27: Labor Category Title: Database Administrator II**

**Functional responsibilities:**
Develops, implements, administers, and maintains policies and procedures for ensuring the security and integrity of enterprise data management. Oversees the installation and deployment of software in the database as well as stewardship of data holdings as well as security domains and user’s access to data. Identifies and resolves database performance and capacity issues and replication and other distributed data issues. Relies on experience and judgment to plan and accomplish goals. Familiar with standard concepts, best practices, and procedures.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Information Systems, Engineering, Computer Science, Business, or other related scientific or technical field with five (5) years of experience; or seven (7) years of experience with no degree.

**CMT-28: Labor Category Title: Database Administrator III**

**Functional responsibilities:**
Develops, implements, administers, and maintains policies and procedures for ensuring the security and integrity of enterprise data management. Oversees the installation and deployment of software in the database as well as stewardship of data holdings as well as security domains and user’s access to data. Identifies and resolves database performance and capacity issues and replication and other distributed data issues. Relies on experience and judgment to plan and accomplish goals. Familiar with standard concepts, best practices, and procedures.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Information Systems, Engineering, Computer Science, Business, or other related scientific or technical field with seven (7) years of experience; or nine (9) years of experience with no degree.

**CMT-29: Labor Category Title: Web Developer I**

**Functional responsibilities:**
Designs and develops websites to support customer goals and strategies using a range of graphics software
applications, web application development tools, and HTML editors. Interfaces with relevant stakeholders such as customers, users, and developers to improve functionality and design of projects.

**Minimum education degree requirement/Years of experience:**
Associates Degree with two (2) years of related web content management and web development experience; or four (4) years of experience with no degree.

**CMT-30: Labor Category Title: Web Developer II**
**Functional responsibilities:**
Provides technical support and application development for both internal and external websites. Designs and develops websites/applications for clients. Engages with graphic artists to produce web page graphics that support client’s expectations and goals. Provides technical consultation for enhancements, new systems development, processes, etc. Involved with coding, testing, debugging, and documenting Programs.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific/technical field with three (3) years of web content management and web development experience, or six (6) years of experience with no degree.

**CMT-31: Labor Category Title: Software Engineer I**
**Functional responsibilities:**
Designs, modifies, develops, and implements software systems and applications. Supports and/or installs software systems and applications. Participates in the testing process through reviews and analysis. Experience with Agile software and applications best practices required to include Scrum.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Engineering, Computer Science, or related field, or equivalent with two (2) years of related experience; or seven (7) years of relevant experience with no degree.

**CMT-32: Labor Category Title: Software Engineer II**
**Functional responsibilities:**
Performs subsystem definition, preliminary and detailed design, design implementation, subsystem and system integration, and tests for a subsystem. Participates in software requirements review, preliminary and critical design reviews, integration readiness review, and software acceptance reviews. Research problems discovered by quality assurance or product support and develops solutions to the problems. Supports proposal efforts. Frequent interorganizational and outside customer contacts. Represents the organization in providing solutions to difficult technical problems associated with specific projects. Participates in the testing process through reviews and analysis. Experience with Agile software and applications best practices required to include Scrum. Common programming languages experience is highly desired (e.g., C++, Java, Python, others).

**Minimum education degree requirement/Years of experience:**
Requires Bachelor’s degree in Engineering, Computer Science, or related field or equivalent with five (5) years of related work experience; or nine (9) years of relevant experience with no degree.
CMT-33: Labor Category Title: Software Engineer III

**Functional responsibilities:**
Performs system and subsystem definition, preliminary and detailed design, design implementation, and subsystem and system integration and tests for a system. Participates in software requirement review, preliminary and critical design, integration readiness review, and software acceptance review. Acts as technical lead for pre-proposal, proposal, and existing program efforts. Involvement in business development includes briefing customers on company capabilities. Supports program management office in technical role. Represents the organization as the prime customer contact on contracts or projects. May research the marketing requirements for a product, including target environment, performance criteria, and competitive issues. Interacts with senior customer personnel on significant technical matters, often requiring coordinated activity across organizational lines. May provide technical guidance to lower level software engineers. Experience with Agile software and applications best practices required to include Scrum. Common programming languages experience is highly desired (e.g., C++, Java, Python, others).

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Engineering, Computer Science, or related field or equivalent with seven (7) years of related work experience; or eleven (11) years of relevant experience with no degree.

CMT-34: Labor Category Title: Solution Architect I

**Functional responsibilities:**
Builds and maintains networking and computer systems. Installs hardware and software during setup and maintenance of these systems. Configures and operates the network systems. Provides introduction of new applications for process improvement or long-term system road mapping. Experience with Federal Enterprise Architecture Framework (FEAF), and commercial best practices such as: The Scaled Agile Framework.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or related field with six (6) years of scientific or technical field; or eight (8) years of relevant experience with no degree.

CMT-35: Labor Category Title: Solution Architect II

**Functional responsibilities:**
Builds and maintains networking and computer systems. Installs hardware and software during setup and maintenance of these systems. Configures and operates the network systems. Provides introduction of new applications for process improvement or long-term system road mapping. Experience with Federal Enterprise Architecture Framework (FEAF), and commercial best practices such as: The Scaled Agile Framework.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical field with eight (8) years of scientific or technical field; or ten (10) years of IT experience with no degree.

CMT-36: Labor Category Title: QA/Test Engineer I

**Functional responsibilities:**
Develops test plans, test cases and test scripts for projects. Executes the plan and manages all activities in the
plan to ensure that all objectives are met, and all solutions works as expected. The solution should be tested by functionality, performance, reliability, stability, and compatibility with systems. Reviewing design and technical packages to ensure quality and the proper processes are followed. Creates, updates, and maintains test strategy, standard operating procedures, processes, policies, etc., commensurate with Quality Control plans (QCPs). Executes regression test scripts within a Quality Assurance (QA) environment in a manual and automatic fashion to support scheduled and unscheduled releases.

**Minimum education degree requirement/Years of experience:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance with six (6) years of related scientific or technical field; or eight (8) years of test consulting experience with no degree.

**CMT-37: Labor Category Title: QA/Test Engineer II**

**Functional responsibilities:**
Develops test plans, test cases and test scripts for projects. Executes the plan and manages all activities in the plan to ensure that all objectives are met, and all solutions works as expected. The solution should be tested by functionality, performance, reliability, stability, and compatibility with systems. Reviewing design and technical packages to ensure quality and the proper processes are followed. Creates, updates, and maintains test strategy, standard operating procedures, processes, policies, etc., commensurate with Quality Control plans (QCPs). Executes regression test scripts within a Quality Assurance (QA) environment in a manual and automatic fashion to support scheduled and unscheduled releases.

**Minimum education degree requirement/Years of experience:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance with eight (8) years of related scientific or technical field; or ten (10) years of test consulting experience with no degree.

**CMT-38: Labor Category Title: QA/Test Engineer III**

**Functional responsibilities:**
Develops test plans, test cases and test scripts for projects. Executes the plan and manages all activities in the plan to ensure that all objectives are met, and all solutions works as expected. The solution should be tested by functionality, performance, reliability, stability, and compatibility with systems. Reviewing design and technical packages to ensure quality and the proper processes are followed. Creates, updates, and maintains test strategy, standard operating procedures, processes, policies, etc., commensurate with Quality Control plans (QCPs). Executes regression test scripts within a Quality Assurance (QA) environment in a manual and automatic fashion to support scheduled and unscheduled releases.

**Minimum education degree requirement/Years of experience:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance with ten (10) years of related scientific or technical field experience; or twelve (12) years of test consulting experience with no degree.

**CMT-39: Labor Category Title: Data Management Consultant I**
Functional responsibilities:
Defines the overall solution architecture for Data Management. Enforces Data Management capabilities, customized to the client’s needs. Supports the Data Management capability of the client in light of other digital capabilities including analytics, big data, artificial intelligence, and interactive digital services. Has experience in performing data analysis, data dictionary and data lineage data profile and assessment. Adapts existing methods and procedures to create possible alternative solutions to moderately complex problems.

Minimum education degree requirement/Years of experience:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance with six (6) years of related scientific or technical field experience; or at least ten (10) years of data management experience with no degree.

CMT-40: Labor Category Title: Data Management Consultant II
Functional responsibilities:
Defines the overall solution architecture for Data Management. Enforces Data Management capabilities, customized to the client’s needs. Supports the Data Management capability of the client in light of other digital capabilities including analytics, big data, artificial intelligence, and interactive digital services. Has experience in performing data analysis, data dictionary and data lineage data profile and assessment. Adapts existing methods and procedures to create possible alternative solutions to moderately complex problems.

Minimum education degree requirement/Years of experience:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance with eight (8) years of related scientific or technical field experience; or at least twelve (12) years of data management experience with no degree.

CMT-41: Labor Category Title: Data Warehouse Specialist I
Functional responsibilities:
Design, model, and implement corporate data warehousing activities. Program and configure warehouses of database information and provide support to warehouse users. Supports integration and system testing while coordinating with business operation and testing resources. Develops, maintains, and monitors data loads functions. Write new Programs or modify existing Programs to meet customer requirements.

Minimum education degree requirement/Years of experience:
Bachelor’s Degree with six (6) years of experience with computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific, BI/BW or technical field; or nine (9) years of experience with no degree.

CMT-42: Labor Category Title: Data Warehouse Specialist II
Functional responsibilities:
Design, model, and implement corporate data warehousing activities. Program and configure warehouses of database information and provide support to warehouse users. Supports integration and system testing while
coordinating with business operation and testing resources. Develops, maintains, and monitors data loads functions. Write new Programs or modify existing Programs to meet customer requirements. Provide insights for enterprise master data management approaches to include user experience and security policy and rules engines supporting information sharing requirements.

**Minimum education degree requirement/Years of experience:**
Bachelor’s Degree with eight (8) years of experience with computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific, BI/BW or technical field; or eleven (11) years of experience with no degree.

**CMT-43: Labor Category Title: Network Engineer – Level I**

**Functional responsibilities:**
Assists with acquisition, installation, maintenance, and usage of network hardware and software. Identifies products and capabilities to meet capabilities needs. Manages system performance and maintains system security. Troubleshoots system problems. Identifies and maintains system policies, procedures, and standards, and ensures their conformance with information systems objectives. May train users on system operations and maintenance. May assist with network planning and engineering analysis functions. May be responsible for both local and remote administration of networks.

**Minimum education degree requirement/Years of experience:**
Bachelor’s degree in Computer Science, Math or Engineering or equivalent must possess with six (6) years technical experience installing, maintaining, and managing Local Area Networks (LAN); or eight (8) years of experience with no degree.

**Applicable training or certification requirements:**
- CompTIA’s A+ or Network +
- Microsoft certified Systems Engineer
- Cisco Certified Network Associate
- Cisco Certified Internetwork Expert
- Cisco Certified Architect
- Certified NOVELL Administrator

**CMT-44: Labor Category Title: Network Engineer – Level II**

**Functional responsibilities:**
Responsible for acquisition, installation, maintenance, and usage of network hardware and software. Identifies products and capabilities to meet capabilities needs. Manages system performance and maintains system security. Troubleshoots system problems. Identifies and maintains system policies, procedures, and standards, and ensures their conformance with information systems objectives. May train users on system operations and maintenance. May assist with network planning and engineering analysis functions. May be responsible for both local and remote administration of networks.

**Minimum education degree requirement/Years of experience:**
Bachelor’s Degree with eight (8) years of technical experience installing, maintaining, and managing Local Area Networks; or eleven (11) years of experience with no degree.
Networks (LAN); or eight (10) years of experience without a degree.

**Applicable training or certification requirements:**
- CompTIA’s A+ or Network +
- Microsoft certified Systems Engineer
- Cisco Certified Network Associate
- Cisco Certified Internetwork Expert
- Cisco Certified Architect
- Certified NOVELL Administrator

**CMT-45: Labor Category Title: Network Engineer – Level III**

**Functional responsibilities:**
Performs high level network engineering planning, analysis, design, construction, and implementation of networked systems. Develops project plans, controls project scope, and tracks direction in review of project requirements. Able to direct multiple installation, troubleshooting, and remediation activities. Evaluates and updates system policies, procedures, and standards, and ensures conformance with information systems standards and performance objectives. Trains network engineers on systems management processes, procedures, and tools. Experience with cloud architecture and cross-domain solutions. Must possess a minimum of 10 years of technical experience installing, maintaining, and managing Local Area Networks (LANs). Project or program management experience highly desired.

**Minimum education degree requirement/Years of experience:**
Bachelor’s Degree with ten (10) years of technical experience installing, maintaining, and managing Local Area Networks (LAN). Bachelor’s degree required; or twelve (12) years of experience without a degree.

**Applicable training or certification requirements:**
- CompTIA’s A+ or Network +
- Microsoft certified Systems Engineer
- Cisco Certified Network Associate
- Cisco Certified Internetwork Expert
- Cisco Certified Architect
- Certified NOVELL Administrator

**CMT-46: Labor Category Title: ERP Lead Technical Consultant**

**Functional responsibilities:**
Leads the testing efforts including planning, strategy, test case design, and execution. Contributes to program level Test Planning and Test Strategy Assisting and advising in deploying, Administers and managing SAP and Application Integrations Partner with Change and Release Management to ensure a stable operating environment during any transitions and changes. Provide periodically status report. Maintains database integrity. Monitors and maintains database performance. Monitors, maintains, and enhances middleware technology.

**Minimum years of experience:**
Ten (10) years of experience with ERP software (e.g. SAP)

**Minimum education/degree requirements:**
Master’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of technical development experience and no degree requirement.

Any applicable training or certification requirements: N/A

CMT-47: Labor Category Title: ERP Lead Technical Consultant

Functional responsibilities:
Develops, updates, and maintains test plans, test cases, and test automation scripts. Uses defect tracking instruments to document, track, and report defects and defect resolution. Works in large SAP ERP projects and supports the new capabilities testing and the operational testing of the software in on-premise and cloud environments. Has the ability to work independently as part of a team in a high paced environment.

Minimum years of experience:
Eight (8) years of experience with ERP software (e.g. SAP)

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of test consulting experience and no degree requirement.

Any applicable training or certification requirements: N/A

CMT-48 Labor Category Title: ERP Security and GRC Consultant

Functional responsibilities:
Provides security and GRC administration services related to the design, installation, administration, testing and on-going maintenance of SAP. The major components of SAP included are SAP GRC, HANA, and/or BI. Builds and customizes rule sets to match the business needs and processes. Verifies rules against known cases or builds new test cases. Documents all implementation activities including configuration, training and any other project related tasks. Has thorough knowledge in SAP infrastructure, with emphasis on Roles Security, role design, role authorizations. Has documentation skills to include technical writing, standard operating procedures, functional design specifications. Troubleshoots roles security issues and provides customer support. Has experience in development lifecycle surrounding requirements gathering, analysis, design, role development, documentation, test (unit, functional, integration, regression, stress, and user acceptance), implementation, and post production support of standard and custom roles supporting various SAP modules.

Minimum years of experience:
Eight (8) years of experience with ERP software (e.g. SAP)

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of technical development experience and no degree requirement.
Any applicable training or certification requirements: N/A

CMT-49 Labor Category Title: Sr. Informatics Consultant

Functional responsibilities:
Elicits requirements using interviews, document analysis, scenarios, business analysis, and task and workflow analysis. Collaborates with Product Owner to create the initial backlog, reprioritize requirements, and remove outdated story cards. Breakdowns epics, develops user stories and drives detailed reporting requirements with necessary business rules for BI report development. Critically evaluates information gathered from multiple sources, reconciles conflicts, abstracts up from low-level information to a general understanding, and works with customers to uncover unmet business needs.

Minimum years of experience:
Eight (8) years of experience with ERP software (e.g. SAP)

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of technical experience and no degree requirement.
Any applicable training or certification requirements: N/A

CMT-50 Labor Category Title: Information Assurance Consultant

Functional responsibilities:
Provides consulting services in support of security training and workforce initiatives. Provides strategic planning support by researching and developing policies for the implementation of security training initiatives. Assists in the evaluation and elimination of redundancies in training with the goal of saving time and resources. Identifies training gaps and provides resolution on potential future training needs resulting from policy and in the execution of the duties performing the tasks outlined. Facilitate and support strategic planning sessions aimed at identifying and prioritizing cybersecurity initiatives and challenges for the intelligence community.

Minimum years of experience:
Five (5) years of related IT experience

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least eight (8) years of relevant experience and no degree requirement.
Any applicable training or certification requirements: N/A

CMT-51 Labor Category Title: Sr. ABAP Technical Developer Consultant I

Functional responsibilities:
Supports/maintains the SAP productive systems and debug system issues. Evaluates, interprets and understands functional specifications for highly complex custom development. Constructs Technical Specification for a solution design which will meet or exceed the functional requirements as described in the Functional Specification. Develops the design as described in the Technical Specification. Makes recommendations for business solutions. Develops technical specifications and technical unit test plans based on these requirements. Evaluates current system capabilities to identify changes that need to be made and determines the impact to the business. Ensures that programming and software requirements fulfill business objectives. Designs, develops and modifies programs, objects and processes to complete smaller projects as well as supporting larger complex projects. Provides ongoing system and programming support in responsible area. Performs functionality tests of new and updated applications and systems to verify desired results are achieved. Evaluates results and coordinates or makes modifications to improve system performance.

**Minimum years of experience:**
Five (5) years of related IT experience

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least eight (8) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-52 Labor Category Title: Sr. ABAP Technical Developer Consultant II**

**Functional responsibilities:**
Develops detailed plans and accurate estimates for completion of build, system testing and implementation phases of projects. Develops, codes, documents and executes unit tests, systems, integration and acceptance tests and testing tools for functions of high complexity. Engages other technical team members in the design, delivery, and deployment of solutions. Manages operational support, performing work during change windows as well as providing on call support as required by the team. Undertakes performance tuning activities for SAP integration activities. Develops, enhances, debugs, supports, maintains, and tests SAP ABAP software solutions. Involved in all aspects of providing these solutions from design and development, to implementation.

**Minimum years of experience:**
Seven (7) years of related IT experience

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-53 Labor Category Title: Sr. ABAP Technical Developer Consultant III**

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**Functional responsibilities:**
Develops detailed plans and accurate estimates for completion of build, system testing and implementation phases of projects. Develops, codes, documents and executes unit tests, systems, integration and acceptance tests and testing tools for functions of high complexity. Engages other technical team members in the design, delivery, and deployment of solutions. Manages operational support, performing work during change windows as well as providing on call support as required by the team. Undertakes performance tuning activities for SAP integration activities. Develops, enhances, debugs, supports, maintains, and tests SAP ABAP software solutions. Involved in all aspects of providing these solutions from design and development, to implementation.

**Minimum years of experience:**
Nine (9) years of related IT experience

**Minimum education/degree requirements:**
Master’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-54 Labor Category Title: ERP Junior Functional Consultant**

**Functional responsibilities:**
Assists with the analysis of enterprise information system baseline; helps perform business and technical analyst functions related to business processes, data validation and ERP product testing from a functional perspective. Has experience in one or more ERP modules

**Minimum years of experience:**
Three (3) years experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least six (6) years of ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-55 Labor Category Title: ERP Senior Functional Consultant**

**Functional responsibilities:**
Analyzes enterprise information system baseline. Performs business and technical analyst functions related to business processes, data validation and SAP product testing from a functional perspective. Develops systems requirements, defines support procedures, designs, trains, tests, and implements practical business solutions. Has experience in sustainment resource planning or work planning, and release scheduling activities supporting all of the following: system change requests, defects, customer reported incidents, system upgrades, system performance tuning and role updates and changes. Has experience in the application of functional and technical
expertise to improve the performance of the business; resolution of functional and technical integration issues across SAP modules. Has experience in development and configuration of various SAP modules. Has experience with SAP technical and/or functional upgrade effort. Has experience in one or more ERP modules.

**Minimum years of experience:**
Five (5) years of experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least eight (8) years of functional consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-56 Labor Category Title: ERP Senior Functional Consultant II**

**Functional responsibilities:**
Analyzes business processes and recommends solutions to meet client needs. Supports junior team members and cross functional teams for troubleshooting and product mods. Implements and supports SAP modules to improve business functionality and performance for clients. Conducts gap analysis, business process validation, testing and deployment of business solutions, and workshop facilitation. Has experience in sustainment resource planning or work planning, and release scheduling activities supporting all of the following: system change requests, defects, customer reported incidents, system upgrades, system performance tuning and role updates and changes. Has experience in the application of functional and technical expertise to improve the performance of the business; resolution of functional and technical integration issues across SAP modules. Has experience in development and configuration of various SAP modules. Has experience with SAP technical and/or functional upgrade effort. Has experience in one or more ERP modules.

**Minimum years of experience:**
Seven (7) years of experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of functional consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-57 Labor Category Title: ERP Senior Functional Consultant III**

**Functional responsibilities:**
Facilitates complex assignments to develop new/improved processes and procedures. Maintains a thorough understanding of the business whilst adhering to organization standards. Analyzes business processes and recommends solutions to meet client needs. Provides direction to junior team members and cross functional...
teams to ensure quality, accuracy and timely deliverance of projects. Implements and supports SAP modules to improve business functionality and performance for clients. Conducts gap analysis, business process validation, testing and deployment of business solutions, and workshop facilitation. Has experience in sustainment resource planning or work planning, and release scheduling activities supporting all of the following: system change requests, defects, customer reported incidents, system upgrades, system performance tuning and role updates and changes. Has experience in the application of functional and technical expertise to improve the performance of the business; resolution of functional and technical integration issues across SAP modules. Has experience in development and configuration of various SAP modules. Has experience with SAP technical and/or functional upgrade effort. Has experience in one or more ERP modules.

**Minimum years of experience:**
Nine (9) years of experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of functional consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

**CMT-58 Labor Category Title: ERP Junior Technical Consultant**

**Functional responsibilities:**
Assists with preparing and performing unit/program testing. Assists with designing and deploying quality solutions to meet business requirements. Provides assistance with ERP support and upgrade planning.

**Minimum years of experience:**
Three (3) years of experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least five (5) years of technical consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

**CMT- 59 Labor Category Title: ERP Senior Technical Consultant**

**Functional responsibilities:**
Engages with user functional and technical specification creation and reviews. Prepares and performs unit/program testing. Conducts ABAP development and support. Designs and deploys high quality solutions to meet business requirements. Provides frequent ERP upgrade planning, support and technical
leadership to maintain a current ERP system. Has experience in one or more ERP modules.

**Minimum years of experience:**
Five (5) years of experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least seven (7) years of technical consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-60 Labor Category Title: ERP Senior Technical Consultant II**

**Functional responsibilities:**
Establishes meaningful working relationships directly with clients. Provides guidance, assistance, and training to junior staff. Engages with user functional and technical specification creation and reviews. Has experience designing and maintaining custom workflows. Prepares and performs unit/program testing. Conducts ABAP development and support. Designs and deploys high quality solutions to meet business requirements. Has experience in one or more ERP modules.

**Minimum years of experience:**
Seven (7) years of experience with ERP software (e.g. SAP) to configure, implement, test and troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of technical consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-61 Labor Category Title: ERP Senior Technical Consultant III**

**Functional responsibilities:**
Works closely with clients and staff to execute project vision and project risk assessments. Provides input on system development lifecycle processes for clients. Establishes meaningful working relationships directly with clients. Supports end users and technical staff to meet or exceed established service level agreements. Has experience designing and maintaining custom workflows. Has experience in one or more ERP modules. Has experience in solution architecture, design and development.

**Minimum years of experience:**
Nine (9) years of experience with ERP software (e.g. SAP) to configure, implement, test and
troubleshoot issues; experience working with end-users and clients to gather, document and implement requirements.

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of technical consulting as well as ERP software and module experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-62 Labor Category Title: ERP Senior Technical Developer Consultant I**

**Functional responsibilities:**
Develops, modifies, and applies computer modeling and programming applications to analyze and solve mathematical and scientific problems that affect system and program performance. Has experience in SAP configuration and documentation. Designs, develops, tests, debugs and implements SAP applications by working closely with functional teams.

**Minimum years of experience:**
Five (5) years of experience with ERP software (e.g. SAP)

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least eight (8) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-63 Labor Category Title: ERP Senior Technical Developer Consultant II**

**Functional responsibilities:**
Provides technical direction in the analysis, design, development, testing, deployment, maintenance, and enhancement of technical solutions related to ERP projects. Designs, develops, tests, debugs and implements SAP applications by working closely with functional teams. Supports and coordinates security requirements and user administration, rights and user groups.

**Minimum years of experience:**
Seven (7) years of experience with ERP software (e.g. SAP)

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A
CMT-64 Labor Category Title: ERP Senior Technical Developer Consultant III

**Functional responsibilities:**
Ensures definitions of new functionality are clearly defined and understood during the gathering process for new software functionality. Advises the functional team on solutions using modernization tools available by SAP. Designs, develops, tests, debugs and implements SAP applications by working closely with functional teams. Supports and coordinates security requirements and user administration, rights and user groups.

**Minimum years of experience:**
Nine (9) years of experience with ERP software (e.g. SAP)

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

CMT-65 Labor Category Title: ERP Senior Technical Middleware Consultant

**Functional responsibilities:**
Has experience documenting and communicating integration designs aligned to business requirements. Has experience designing queries and working with standard object/relational databases. Has experience with Source control/Bug Tracking/Automated Build tools. Has strong knowledge of web services security

**Minimum years of experience:**
Five (5) years of experience with ERP software (e.g. SAP)

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least eight (8) years of technical development experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

CMT-66 Labor Category Title: ERP Senior Technical Architect Consultant

**Functional responsibilities:**
Designs innovative and differentiated SAP solutions. Leverages relationships and contributes to proposals. Defines the overall structure of IT programs or systems and implement advisory services. Identifies technical issues and deploys changes to prevent future breakdowns. Manages and enhances/updates/upgrades technical infrastructure architecture (e.g. hardware, software, network, data components, etc.) for SAP ERP operating environment. Performs-executes environment refreshes of production and non-production environments using various technologies, tools, methodologies. Monitors and maintains effectiveness of all technology and processes to ensure a logical and physical integrity of the production and non-production systems. Manages and upgrades, when appropriate, all components applicable to a SAP ERP system to a new version, closest to the current release level. Manages/maintains and enhances/updates vendor procurement gateway technology.
Minimum years of experience:
Nine (9) years of experience with ERP software (e.g. SAP)

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of technical architect experience and no degree requirement.

Any applicable training or certification requirements: N/A

CMT-67 Labor Category Title: ERP Senior Technical EP/Fiori Consultant

Functional responsibilities:
Conducts SAP Enterprise Portal System Administration and SAP Enterprise Portal Integration. Develops, implements, tests, and maintains web applications in the SAP Enterprise Portal. Engages in reviews and evaluations of SAP Enterprise Portal applications design, development, and testing efforts to optimize and improve performance. Has experience in SAP configuration and documentation. Has experience with SAP integration through internet & mobile technologies. Has experience in developing customized applications using Fiori

Minimum years of experience:
Five (5) years of experience with ERP software (e.g. SAP), SAP Enterprise Portal System Administration and Integration, and Fiori

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance or other related scientific or technical field. Or at least eight (8) years of Enterprise Portal System Administration and Integration experience and no degree requirement.

Any applicable training or certification requirements: N/A

CMT-68 Labor Category Title: ERP Test Consultant

Functional responsibilities:
Defines test scope, tests effort estimation and prioritizes test activities based on functional specifications, business requirements, and other documentation. Involved in various phases of testing such as system, integration and user acceptance testing. Has experience with formal testing phases (e.g. functional, integration, end-to-end, regression).

Minimum years of experience:
Seven (7) years of experience with ERP software (e.g. SAP)

Minimum education/degree requirements:
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of test consulting experience and no degree requirement.

Any applicable training or certification requirements: N/A
CMT-69 Labor Category Title: ERP Training Consultant

**Functional responsibilities:**
Designs, develops and implements SAP course materials for instructor-led, web-based and other learning platforms. Creates SAP course content that adheres to organization training strategies as well as industry standard design principles. Coordinates and works with project leads on training schedules and deadlines.

**Minimum years of experience:**
Five (5) years of related training and ERP software (e.g. SAP) experience

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least eight (8) years of ERP trainer consulting experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

CMT-70 Labor Category Title: HANA and Data Warehouse Consultant I

**Functional responsibilities:**
Develops SAP BI/BW reporting infrastructure according to technical specification. Supports integration and system testing whilst coordinating with business and testing resources. Develops, maintains, and monitors data loads functions. Provides solutions for production and development Issues and provide support for after hours and on-call application support.

**Minimum years of experience:**
Six (6) years of experience with BI, Data Warehouse, and HANA

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least nine (9) years of BI/BW and HANA experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

CMT-71 Labor Category Title: HANA and Data Warehouse Consultant II

**Functional responsibilities:**
Has In-depth knowledge of all best-in-class Business Intelligence suites. Analyzes business and functional requirements and transforms them into technical specifications. Develops BI roadmap and sets strategic goals for BI initiatives. Has experience interfacing with clients and end-users. Ensures continuous improvement of processes and solutions. Facilitates coordination with business and testing resources to support system and integration testing. Interviews clients and stakeholders to understand the strategic BI vision.

**Minimum years of experience:**
Nine (9) years of experience with BI, Warehousing, and HANA
**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least twelve (12) years of BI/BW and HANA experience and no degree requirement.

**Any applicable training or certification requirements:** N/A

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**CMT-72 Labor Category Title: Big Data Subject Matter Expert**

**Functional responsibilities:**
Supports the integration of Big Data technologies into mainstream data solutions from architecture through implementation. Assesses requirements and determines design for Informatics solutions to be implemented in Big Data. Designs, builds and launches extremely efficient & reliable data pipelines to move data (both large and small amounts) to Data Hub. Works closely with Ab Initio ETL developers to leverage that technology as appropriate within Big Data environment

**Minimum years of experience:**
Seven (7) years of related IT experience

**Minimum education/degree requirements:**
Bachelor’s Degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, and business/finance, or other related scientific or technical field. Or at least ten (10) years of relevant experience and no degree requirement.

**Any applicable training or certification requirements:** N/A