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

Navitas Business Consulting Inc.

Authorized Federal Supply Schedule Price List

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: September 7, 2020 through September 6, 2025

Duns Number: 82-9003727

Contract Number: 47QTCA20D00EN

13454 Sunrise Valley Drive
Suite 240
Herndon VA 20171
Main: 571-222-4646
Direct: 571-483-8487
Contact: Paresh Dharia
Paresh.Dharia@NavitasTech.com


https://www.gsaadvantage.gov/

The Price List is current through Modification Catalog Effective Date September 16, 2020
**Special Item Number 518210C – Cloud and Cloud-Related IT Professional Services**

**Special Item Number 54151S – Information Technology (IT) Professional Services**

- **FPDS Code D301** – IT Facility Operation and Maintenance
- **FPDS Code D302** – IT Systems Development Services
- **FPDS Code D306** – IT Systems Analysis Services
- **FPDS Code D307** – Automated Information Systems Design and Integration Services
- **FPDS Code D308** – Programming Services
- **FPDS Code D310** – IT Backup and Security Services
- **FPDS Code D311** – IT Data Conversion Services
- **FPDS Code D313** – Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
- **FPDS Code D316** – IT Network Management Services
- **FPDS Code D317** – Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
- **FPDS Code D399** – Other Information Technology Services, Not Elsewhere Classified

**Special Item Number 54151HEAL – Health Information Technology (IT) Services**

**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:** All non-professional labor categories must be incidental to, and used solely to support professional services and cannot be purchased separately.

1a: Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s). 54151S. See Price List and Labor Category Description on Page 6-11.

1b: Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. See Price List on Page 6.

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

2: **Estimated Award Value:** $500,000

3: **Base Period:** $125,000

4: **Option Period 1:** $125,000

5: **Option Period 2:** $125,000

6: **Option Period 3:** $125,000

7: **Solicitation Number:** 47QSMD20R0001

8: **Contract Period:** September 7, 2020 through September 6, 2025

9: **Business Size:** Small Business

10: **Business Types:**

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<tr>
<td>A2 A2 Women Owned Business</td>
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<td>27 27 Small Disadvantaged Business</td>
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</table>
Minority Owned Business

DoT Certified Disadvantage Business Enterprise

S Corporation

For Profit Organization

Subcontinent Asian (Asian)

**Subcontracting Plan Type:** N/A

**Expiration:** N/A

**Items Awarded:**

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<th>SIN Description Large Category Subcategory</th>
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<td>54151HEAL Health Information Technology Services Information Technology IT Services</td>
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<tr>
<td>54151S Information Technology Professional Services Information Technology IT Services</td>
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<td>518210C Related IT Professional Services Information Technology IT Solutions</td>
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**Escalation Rates:** 1 I-FSS-969 Economic Price Adjustment? FSS Multiple Award Schedule (OCT 2014) (ALT II - JUL 2016) (Quarterly Reporting) (b)(1) - Proposed annual escalation rate: 2% Offered Proposed and Government Accepted: EPA Clause I-FSS-969 (b)(1) with a fixed escalation rate of 2%. Based on the market rate sheet for the basis of award, the Market rates will increase on the 12-month anniversary date (based on the fixed escalation rate) with no modification being required.

**IFF Statement:** 552.238-74 - Industrial Funding Fee and Sales Reporting - refer to contract for current version applicable to offer / award

**Minimum Order Quantities:** $100.00

**Minimum Order Limit:** $100

**Maximum Order Limit:** $500,000

**Geographic Coverage:**

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<td>54151S V - 48 States, DC</td>
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**Prompt payment Discounts:**

Discount1: 00.000% if Payment is made within 00 days

Discount2: 00.000% if Payment is made within 00 days

Net 30 days.

**Volume Discounts:** 1% for single task orders over $500K
22: MFC (Most Favored Customer)/BOA (Basis of Award) Customer: National & Corporate Accounts

23: Approved Exceptions: NAVITAS BUSINESS CONSULTING, INC. offer dated August 5, 2020 and Final Proposal Revision dated September 4, 2020, submitted in response to standing Solicitation No 47QSMD20R0001, for Multiple Award Schedule MAS is hereby accepted by the Government.
DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

Please find enclosed, on the following pages, the description of several categories of IT services offered by Navitas Business Consulting Inc. along with the corresponding prices:

GSA Pricelist for the contract for Navitas Business Consulting Inc.

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<th>SIN</th>
<th>Labor Category</th>
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<th>Year 2</th>
<th>Year 3</th>
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Data Analyst (Senior)
Minimum Year Experience: 10 Years
Minimum Education: Bachelor's degree in Computer Science or Economics
Responsibilities: Leads a small team of analysts performing tasks on a single systems-oriented program/project or a major functional area. Fully knowledgeable of all aspects of the program or programs under his/her management; establishes objectives and requirements; develops budgets; develops program/project standards and schedules; monitors outside resources. Has experience or extensive knowledge with the processes and procedures relative to the functional area. Coordinates reviews and supervises work of assigned staff. Reviews/oversees preparation of all related documentation, conducts program reviews, meetings, etc. Works independently under general guidelines or objectives set by supervisor.

Data Analyst (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor's degree in Computer Science or Economics
Responsibilities: Performs routine assignment on a broad range of tasks associated with the implementation of standard techniques, procedures and/or criteria as they apply to the technical or administrative discipline relating to the task. Using prescribed methods and information supplied, develops draft inputs to program documentation as it relates to any of the support functions, reviews final draft documents for conformity to requirements and completeness. Organizes and maintains management files, tracks preparation and delivery status of data deliverables. Participates in meetings, reviews, working groups and briefings; reports issues and problems; recommends solutions. Works under general guidelines established by supervisor; receives instructions on specific assignment objectives, features, possible solutions, etc. Assistance is furnished on unusual problems and work is reviewed for consistency and completeness.

Data Analyst (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor's degree in Computer Science or Economics
Responsibilities: Performs routine assignments associated with the implementation of standard techniques, procedures and/or criteria as they apply to the technical or administrative discipline relating to the task. Using prescribed methods and information supplied, prepares draft inputs to program documentation as it relates to any of the support functions, reviews final draft documents for conformity to requirements and completeness. Maintains management files; tracks preparation and delivery status of data deliverables. Participates in meetings, reviews, working groups and briefings, reports issues and problems. Works under guidelines established by supervisor; receives instructions on specific assignment objectives, features, possible solutions, etc. Work is reviewed for consistency and completeness.

Data Architect (Senior)
Minimum Year Experience: 12 Years
Minimum Education: Bachelor's degree in Information Technology
Responsibilities: Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others. Designs and builds relational databases.
Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access.

**Data Architect (Mid-Level)**
Minimum Year Experience: 10 Years
Minimum Education: Bachelor's degree in Information Technology
Responsibilities: Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others. Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access.

**Data Architect (Junior)**
Minimum Year Experience: 8 Years
Minimum Education: Bachelor's degree in Information Technology
Responsibilities: Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision. Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access.

**Database Specialist (Senior)**
Minimum Year Experience: 10 Years
Minimum Education: Bachelor's degree in Computer Science or Information Technology
Responsibilities: Under general direction, designs, implements and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Includes maintenance of database dictionaries, overall monitoring of standards and procedures, and integration of systems through database design. Competent to work at the highest level of all phases of database management.

**Database Specialist (Mid-Level)**
Minimum Year Experience: 5 Years
Minimum Education: Bachelor's degree in Computer Science or Information Technology
Responsibilities: Under general supervision, designs, implements, and maintains moderately complex databases. Includes maintenance of database dictionaries and integration of systems through database design. Competent to work on most phases of database administration but may require some instruction and guidance in other phases.
**Database Specialist (Junior)**
Minimum Year Experience: 2 Years
Minimum Education: Bachelor's degree in Computer Science or Information Technology
Responsibilities: Under direct supervision, assists in the implementation and maintenance of databases.

**Help Desk Technician (Senior)**
Minimum Year Experience: 7 Years
Minimum Education: Associate degree in Computer Science
Responsibilities: Under general direction, provides second-tier support to end-users for PC, server, mainframe applications, and hardware. Handles problems that the first tier of help desk support is unable to resolve. May interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems. Maintains currency and highest level of technical skill in field of expertise.

**Help Desk Technician (Mid-Level)**
Minimum Year Experience: 4 Years
Minimum Education: Associate degree in Computer Science
Responsibilities: Under general supervision, provides second-tier support to end-users for PC, server, mainframe applications and hardware. Handles problems that the first tier of help desk support is unable to resolve. May interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems. Maintains currency and high level of technical skill in field of expertise. Escalates more complex problems to Senior Level.

**Help Desk Technician (Junior)**
Minimum Year Experience: 2 Years
Minimum Education: Associate degree in Computer Science
Responsibilities: Under direct supervision, provides support to end-users for PC, server or mainframe applications, and hardware. May interact with network services, software systems engineering and/or applications development to restore service and/or identify and correct core problems. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems. Refers more complex problems to intermediate and/or senior level.

**Information Engineer (Senior)**
Minimum Year Experience: 8 Years
Minimum Education: Bachelor's degree in Computer Science
Responsibilities: Under general direction, organizes, prepares, and conducts complex training and educational programs for information systems or user personnel. May design and develop in-house programs. Maintains records of training activities, employee progress, and program effectiveness. Competent to work at the highest level of all phases of information systems training.

**Information Engineer (Mid-Level)**
Minimum Year Experience: 5 Years
Minimum Education: Bachelor's degree in Computer Science
Responsibilities: Under general supervision, organizes and conducts moderately complex training and educational programs for information systems or user personnel. Maintains records of training activities,
employee progress, and program effectiveness. Competent to work on most phases of information systems training.

**Information Engineer (Junior)**
Minimum Year Experience: 2 Years  
Minimum Education: Bachelor’s degree in Computer Science  
Responsibilities: Under direct supervision, organizes and conducts basic training and educational programs for information systems or user personnel. Maintains record of training activities, employee progress, and program effectiveness.

**Network Administrator (Senior)**
Minimum Year Experience: 10 Years  
Minimum Education: Bachelor’s degree in Information Technology or Network Management  
Responsibilities: Responsible for the acquisition, installation, maintenance, and usage of the company’s local area network. Studies contractor products to determine those which best meet company needs; assists in presentation of information to management resulting in purchase and installation of hardware, software, and telecommunication equipment. Manages network performance and maintains network security. Ensures that security procedures are implemented and enforced. Installs all network software. Evaluates, develops, and maintains telecommunications systems. Troubleshoots network problems. Establishes and implements network policies, procedures and standards and ensures their conformance with information systems and company’s objectives. Trains users on network operation.

**Network Administrator (Mid-Level)**
Minimum Year Experience: 5 Years  
Minimum Education: Bachelor’s degree in Information Technology or Network Management  
Responsibilities: Responsible for the acquisition, installation, maintenance, and usage of the organization’s local area network. Manages network performance and maintains network security. Ensures that security procedures are implemented and enforced. Installs all network software. Evaluates, develops, and maintains telecommunications systems. Troubleshoots network problems. Establishes and implements network policies, procedures, and standards and ensures their conformance with information systems and organization objectives. Trains users on network operation. Frequently reports to a PC support manager or Senior network Administrator.

**Network Administrator (Junior)**
Minimum Year Experience: 2 Years  
Minimum Education: Bachelor’s degree in Information Technology or Network Management  
Responsibilities: Under direct supervision, assists in the installation, maintenance, and usage of the organization’s local area network. Assists in the establishment of network procedures regarding access methods and time, security validation checks, and documentation. Maintains network software and hardware inventories. Researches software and hardware issues regarding the network. Inform users when there are network problems. Monitors and maintains continuity with software licensing and maintenance agreements. Troubleshoots network problems. Frequently reports to a PC Support Manager or Senior network Administrator.

**Network Manager (Senior)**
Minimum Year Experience: 10 Years  
Minimum Education: Bachelor’s degree in Information Technology or Network Management  
Responsibilities: Monitors and responds to complex technical control facility hardware and software problems utilizing a variety of hardware and software testing tools and techniques. Provides primary interface with contractor support service groups or provides internal analysis and support to ensure proper escalation during outages or periods of degraded system performance. May provide network
server support. Requires extensive knowledge of PC/network communications hardware/software in a multi-protocol environment, and network management software. May function as lead job providing guidance and training for less experienced technicians.

**Network Manager (Mid-Level)**  
**Minimum Year Experience:** 5 Years  
**Minimum Education:** Bachelor’s degree in Information Technology or Network Management  
**Responsibilities:** Monitors and responds to technical control facility hardware and software problems utilizing hardware and software testing tools and techniques. May interface with contractor support service groups to ensure proper escalation during outages or period of degraded system performance. May assist with installation of terminals and associated hardware. May provide network server support. Requires strong knowledge of PC/Network communications hardware/software, in a multi-protocol environment, and network management software.

**Network Manager (Junior)**  
**Minimum Year Experience:** 2 Years  
**Minimum Education:** Bachelor’s degree in Information Technology or Network Management  
**Responsibilities:** Under direct supervision, assists in monitoring and responding to technical control facility hardware and software problems utilizing hardware and software testing tools and techniques. May provide network server support. May assist with installation of terminals and associated hardware. Requires knowledge of data scopes, patch panels, modems, concentrators, and associated terminals and network management software.

**Program Manager (Senior)**  
**Minimum Year Experience:** 10 Years  
**Minimum Education:** Bachelor’s degree in Information Technology or Business management.  
**Responsibilities:** Nature of work involves complex information technology project management, strategic and tactical planning, coordination, control, and critical decision-making. Requires technical experience related to work being performed. May also involve in complex technical engineering design and technology architectural tasks. Routinely interfaces with multiple internal and client staffs and management. Has significant responsibility for the quality of all deliverables, prepares and performs final reviews on critical written communications documents and regularly makes presentations on program progress. Ensures the satisfaction of the customer, defines project strategy, and provides resources and leadership to meet stakeholder requirements. Represents the company in meetings with key stakeholders and customers; Defines and helps meet project staffing requirements; Oversees the development of proposals, project management plans, and other documents related to scope; Collaborates with project sponsors and other stakeholders to define organizational goals, complete business cases, get funding, and execute strategies to achieve goals; Helps align project deliverables with stakeholder organizational goals; Oversees project staff responsible for day-to-day delivery of services; Makes available all resources required to fulfill the needs of the project; Oversees the development of task assignments for other project team members; Provides customer with the primary senior corporate point of contact and takes full responsibility to ensure that financial, time, scope, and quality expectations are met; and Makes project visible to senior management to ensure timely resolution of issue.

**Program Manager (Mid-Level)**  
**Minimum Year Experience:** 8 Years  
**Minimum Education:** Bachelor’s degree in Information Technology or Business management.  
**Responsibilities:** Under the guidance of the Program Manager, is responsible for the overall management of the specific task order(s) and ensuring that the technical/financial solutions and schedules in the specific delivery orders are implemented in a timely manner. Organizes, directs, and coordinates the
planning and production of all activities associated with assigned delivery order projects. Demonstrates competent writing and oral communication skills. Ensures quality products and services are delivered.

**Program Manager (Junior)**

*Minimum Year Experience:* 6 Years  
*Minimum Education:* Bachelor’s degree in Information Technology or Business management.  
**Responsibilities:** Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Has authority and responsibility to identify and commit resources required to support effort. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. Crafts and enforces quality control programs.

**Programmer Analyst (Senior)**

*Minimum Year Experience:* 8 Years  
*Minimum Education:* Bachelor’s degree in Computers or related technical discipline.  
**Responsibilities:** Leads and participates in the development and maintenance of Cyber and IA database systems while also offering Database development resource to the development team. Required to review and provide technical solutions to projects which may be in different stages of the development life cycle. Requires knowledge and experience with Oracle or MS SQL Server DBMS, SQL Language, Unix/Linux including basic shell commands, data warehousing, report generation, job scheduling and monitoring tools, XML, HTML, open source development, and technical documenting skills (Windows Office/Visio/CVS, etc.).

**Programmer Analyst (Mid-Level)**

*Minimum Year Experience:* 4 Years  
*Minimum Education:* Bachelor’s degree in Computers or related technical discipline.  
**Responsibilities:** Participates in the development and maintenance of Cyber and IA database systems while also offering Database development resource to the development team. Required to review and provide technical solutions to projects which may be in different stages of the development life cycle. Requires knowledge and experience with Oracle or MS SQL Server DBMS, SQL Language, Unix/Linux including basic shell commands, data warehousing, report generation, job scheduling and monitoring tools, XML, HTML, open source development, and technical documenting skills (Windows Office/Visio/CVS, etc.).

**Programmer Analyst (Junior)**

*Minimum Year Experience:* 2 Years  
*Minimum Education:* Bachelor’s degree in Computers or related technical discipline.  
**Responsibilities:** Assists in the development and maintenance of Cyber and IA database systems while also offering Database development resource to the development team. Assists with reviews and provides technical solutions to projects which may be in different stages of the development life cycle. Requires knowledge and experience with Oracle or MS SQL Server DBMS, SQL Language, Unix/Linux including basic shell commands, data warehousing, report generation, job scheduling and monitoring tools, XML, HTML, open source development, and technical documenting skills (Windows Office/Visio/Version Control systems/IDEs, etc.).
**Project Manager (Senior)**
Minimum Year Experience: 8 Years  
Minimum Education: Bachelor’s degree in Business, Computer Science, or technology related field.
Responsibilities: Responsible for large complex projects (typically 10 - 50 persons). Has project leadership responsibilities and significant input into the technical decision-making process. Primary responsibilities include Meets with customer to determine project requirements; Generates project staffing requirements; Aids in acquiring the resources required to fulfill the needs of the project; Develops task assignments for other project team members; Keeps the customer and corporate management informed of project status on a regular basis; Anticipates and resolves cost and schedule issues; Leads the conceptual design of the software system; Schedules and conducts all customer meetings; and Manages cost/budget aspects of the project.

**Project Manager (Mid-Level)**  
Minimum Year Experience: 4 Years  
Minimum Education: Bachelor’s degree in Business, Computer Science, or technology related field.  
Responsibilities: Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

**Project Manager (Junior)**  
Minimum Year Experience: 2 Years  
Minimum Education: Bachelor’s degree in Business, Computer Science, or technology related field.  
Responsibilities: Responsible for assigned aspects of the development and implementation of assigned projects and provides a single point of contact for those aspects. Interfaces with all areas affected by the project including end users, computer services, and client services. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Recommends action to direct the analysis and solutions of problems.

**QA Analyst (Senior)**  
Minimum Year Experience: 10 Years  
Minimum Education: Bachelor’s degree in Information Science, Computer Science, or a Computer Science-related field.  
Responsibilities: Carries out procedures to ensure that all information systems products and services meet organization standards and end-user requirements. Performs and leads tests of software to ensure proper operation and freedom from defects. May create test data for applications. Documents and works to resolve all complex problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Acts as information resource about assigned areas to technical writers and other Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements.
**QA Analyst (Mid-Level)**
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s degree in Information Science, Computer Science, or a Computer Science-related field.
Responsibilities: Carries out procedures to ensure that all information systems products and services meet minimum organization standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects. Documents and works to resolve all problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Performs workflow analysis and recommends quality improvements.

**QA Analyst (Junior)**
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s degree in Information Science, Computer Science, or a Computer Science-related field.
Responsibilities: Carries out procedures to ensure that all information systems products and services meet organization standards and end-user requirements. Assists in the testing of software to ensure proper operation and freedom from defects. Documents and works to resolve basic problems. Reports progress on problem resolution to management. This position is staffed by beginners who have had sufficient educational background and/or experience to qualify them to start in quality assurance analysis.

**Software Developer (Senior)**
Minimum Year Experience: 10 Years
Minimum Education: Bachelor’s degree in Computer Science or Computer Information Systems.
Responsibilities: Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) for a component of the website. Works with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website. Responsible for interface implementation. Integrates web applications with backend databases. Deploys large web-based transaction systems using application servers. Researches, tests, builds, and coordinates the integration of new products per production and client requirements. Requires strong navigation and site-design instincts.

**Software Developer (Mid-Level)**
Minimum Year Experience: 7 Years
Minimum Education: Bachelor’s degree in Computer Science or Computer Information Systems.
Responsibilities: Develops, codes, tests, and debugs new software and enhancements to existing web software. Competent to work on fairly complex programs with guidance. Works with technical staff to understand problems with web software and resolve them.

**Software Developer (Junior)**
Minimum Year Experience: 3 Years
Minimum Education: Bachelor’s degree in Computer Science or Computer Information Systems.
Responsibilities: Under direct supervision, assists in developing, coding, testing, and debugging new software and enhancements to existing web software.
Software Engineer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s degree in Computer Science or Computer Information Systems.
Responsibilities: Conducts or participates in multidisciplinary research and collaborates with equipment designers and/or hardware engineers in the planning, design, development, and utilization of electronic data processing systems software. Determines computer user needs; advises hardware designers on machine characteristics that affect software systems such as storage capacity, processing speed, and input/output requirements; designs and develops compilers and assemblers, utility programs, and operating systems.

Software Engineer (Mid-Level)
Minimum Year Experience: 4 Years
Minimum Education: Bachelor’s degree in Computer Science or Computer Information Systems.
Responsibilities: Conducts or participates in multidisciplinary research and collaborates with equipment designers and/or hardware engineers in the planning, design, development, and utilization of electronic data processing systems software. Determines computer user needs; advises hardware designers on machine characteristics that affect software systems such as storage capacity, processing speed, and input/output requirements; designs and develops compilers and assemblers, utility programs, and operating systems.

Software Engineer (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s degree in Computer Science or Computer Information Systems.
Responsibilities: Under direct supervision, assists in designing and developing compilers and assemblers, utility programs, and operating systems.

Subject Matter Expert (Senior)
Minimum Year Experience: 15 Years
Minimum Education: Master’s Degree in Computer Science or specialized field certification.
Responsibilities: Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development and implementation for complex to extremely complex financial systems or financial issues. Makes recommendations and advises on organization-wide system improvements, optimization, or maintenance efforts in integrated financial management systems. Specifically: information systems architecture, business process improvement, networking, telecommunications, automation, communication protocols, risk management, electronic analysis, software, life cycle management, software development methodologies, modeling, and simulation, and capable of providing complex statistical modeling and analysis.

Subject Matter Expert (Mid-Level)
Minimum Year Experience: 12 Years
Minimum Education: Bachelor’s degree in Computer Science or specialized field certification.
Responsibilities: Defines the problems and analyzes and develops plans and requirements in the subject matter area for moderately complex to complex financial systems. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in integrated financial management systems. Specifically: information systems architecture, networking, telecommunications, automation, communications protocols, risk management, electronic analysis, software, life-cycle management, software development methodologies, modeling and simulation, and capable of providing complex statistical modeling and analysis.
Subject Matter Expert (Junior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s degree in Computer Science or specialized field certification.
Responsibilities: Develops requirements from a project’s inception to its conclusion in the subject matter area for simple to moderately complex financial systems. Assists other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in integrated financial management systems. Specifically: information systems architecture, networking, telecommunications, automation, communications protocols, risk management/electronic analysis, software, life-cycle management, software development methodologies, and modeling and simulation.

Systems Engineer/Analyst (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s degree in Computer Science or Information Science or Management Information Systems or a related technical discipline.
Responsibilities: Directs the analysis of agency financial systems operations, processes, and procedures. Leads user requirements analysis, translates results into system designs and implements financial systems that improve financial operations. In-depth knowledge of database architecture, object-oriented design, and systems design and implementation. Demonstrated experience in evaluating systems and products for compliance with standards, principles and internal controls. Demonstrated project management experience for all project life cycle phases, including requirements documents, specification development, schedule development and status reporting.

Systems Engineer/Analyst (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s degree in Computer Science or Information Science or Management Information Systems or a related technical discipline.
Responsibilities: Performs extensive analysis of agency financial systems operations, processes, and procedures. Performs user requirements analysis, translates results into system designs and assists with implementing financial systems that improve financial operations. Knowledge of database architecture, object-oriented design, and systems design and implementation. Must be capable of evaluating systems and products for compliance with specific standards, principles and internal controls. Demonstrated understanding for all project life cycle phases and related project management activities.

Systems Engineer/Analyst (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s degree in Computer Science or Information Science or Management Information Systems or a related technical discipline.
Responsibilities: Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces, and all system level requirements to provide an integrated IT solution. Develops integrated system test requirement, strategies, devices and systems. Directs overall system level testing.
Cloud Business Subject Matter Expert (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in business / Management / IT
Responsibilities: Extensive functional and technical tasks involving specialized cloud applications and cloud operational environments. Analyzing and solving exceptionally complex problems that need extensive knowledge of the cloud focused subject matter for effective implementations. Provides expert level advice as needed in all phases of cloud development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases.

Cloud Business Subject Matter Expert (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in business / Management / IT
Responsibilities: Extensive functional and technical tasks involving specialized cloud applications and cloud operational environments. Analyzing and solving exceptionally complex problems that need extensive knowledge of the cloud focused subject matter for effective implementations. Provides expert level advice as needed in all phases of cloud development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases.

Cloud Business Subject Matter Expert (Junior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in business / Management / IT
Responsibilities: Extensive functional and technical tasks involving specialized cloud applications and cloud operational environments. Analyzing and solving exceptionally complex problems that need extensive knowledge of the cloud focused subject matter for effective implementations. Provides expert level advice as needed in all phases of cloud development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases.

Cloud Engineer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Provides direction on designing cloud infrastructure capable of supporting a number of applications in the cloud with an emphasis on scalability, automation, performance and availability. Oversees the installation, provisioning, configuration, operation and maintenance of required hardware and software related to cloud computing infrastructure components. Provides guidance and sets standards on migrating internal and external organizational projects to a cloud computing environment including migration of existing data centers to a cloud computing environment. Provides expertise on cloud implementations and researches emerging trends and technologies related to cloud engineering. Implements prescribed solutions for various deployment models (Private, Public, Community and Hybrid) and delivery models including Infrastructure as a Service (IaaS), Platform as a service (PaaS), and Software as a Service (SaaS). Collaborates with security analysists, architects and engineers to define and implement the best solutions for the technical infrastructure layer in a cloud environment.
Cloud Engineer (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor's Degree in computer science / Information Systems / Engineering
Responsibilities: Provides direction on designing cloud infrastructure capable of supporting a number of applications in the cloud with an emphasis on scalability, automation, performance and availability. Oversees the installation, provisioning, configuration, operation and maintenance of required hardware and software related to cloud computing infrastructure components. Provides guidance and sets standards on migrating internal and external organizational projects to a cloud computing environment including migration of existing data centers to a cloud computing environment. Provides expertise on cloud implementations and researches emerging trends and technologies related to cloud engineering. Implements prescribed solutions for various deployment models (Private, Public, Community and Hybrid) and delivery models including Infrastructure as a Service (IaaS), Platform as a service (PaaS), and Software as a Service (SaaS). Collaborates with security analysts, architects and engineers to define and implement the best solutions for the technical infrastructure layer in a cloud environment.

Cloud Engineer (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor's Degree in computer science / Information Systems / Engineering
Responsibilities: Provides direction on designing cloud infrastructure capable of supporting a number of applications in the cloud with an emphasis on scalability, automation, performance and availability. Oversees the installation, provisioning, configuration, operation and maintenance of required hardware and software related to cloud computing infrastructure components. Provides guidance and sets standards on migrating internal and external organizational projects to a cloud computing environment including migration of existing data centers to a cloud computing environment. Provides expertise on cloud implementations and researches emerging trends and technologies related to cloud engineering. Implements prescribed solutions for various deployment models (Private, Public, Community and Hybrid) and delivery models including Infrastructure as a Service (IaaS), Platform as a service (PaaS), and Software as a Service (SaaS). Collaborates with security analysts, architects and engineers to define and implement the best solutions for the technical infrastructure layer in a cloud environment.

Cloud DevOps Engineer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor's Degree in computer science / Information Systems / Engineering
Responsibilities: Deploys and configures cloud services using cloud infrastructure as a service provider (e.g., Amazon Web Services, Microsoft Azure, Google Compute Engine, RackSpace/OpenStack). Configuring and managing Linux-based cloud servers to serve a dynamic website. Debugging cluster-based cloud computing architectures. Using scripting or basic cloud programming skills to solve problems. Installation and management of open source monitoring tools for cloud computing environments. Configuration cloud management tools (e.g., Puppet, Chef, Ansible, Salt). Architecture for continuous integration and deployment of cloud-based environments, and continuous monitoring. Containerization technologies (e.g., LXC, Docker, Rocket).

Cloud DevOps Engineer (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor's Degree in computer science / Information Systems / Engineering
Responsibilities: Deploys and configures cloud services using cloud infrastructure as a service provider (e.g., Amazon Web Services, Microsoft Azure, Google Compute Engine, RackSpace/OpenStack). Configuring and managing Linux-based cloud servers to serve a dynamic website. Debugging cluster-based cloud computing architectures. Using scripting or basic cloud programming skills to solve problems. Installation and management of open source monitoring tools for cloud computing environments. Configuration cloud management tools (e.g., Puppet, Chef, Ansible, Salt). Architecture for
continuous integration and deployment of cloud-based environments, and continuous monitoring. Containerization technologies (e.g., LXC, Docker, Rocket).

**Cloud DevOps Engineer (Junior)**
*Minimum Year Experience: 2 Years*
*Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering*
*Responsibilities:*
- Deploys and configures cloud services using cloud infrastructure as a service provider (e.g., Amazon Web Services, Microsoft Azure, Google Compute Engine, RackSpace/OpenStack).
- Configuring and managing Linux-based cloud servers to serve a dynamic website. Debugging cluster-based cloud computing architectures. Using scripting or basic cloud programming skills to solve problems. Installation and management of open source monitoring tools for cloud computing environments. Configuration cloud management tools (e.g., Puppet, Chef, Ansible, Salt).
- Architecture for continuous integration and deployment of cloud-based environments, and continuous monitoring. Containerization technologies (e.g., LXC, Docker, Rocket).

**Cloud Delivery Manager (Senior)**
*Minimum Year Experience: 8 Years*
*Minimum Education: Bachelor’s Degree in business / Management / IT*
*Responsibilities:*
- Deliver cloud based projects and products using the appropriate agile project management methodology, learning & iterating frequently. Work with the Product Manager to define the roadmap for any given cloud based product and translate this into user specific narrative. Lead the collaborative, dynamic planning process for cloud-based projects -- prioritizing the work that needs to be done against the capacity and capability of the cloud project team. Matrix-managing a multi-disciplinary team. Ensure all cloud-based products are built to an appropriate level of quality for the stage (alpha/beta/production). Actively and openly share knowledge of best practices involving development and milestones revolving around cloud-based projects under their influence.

**Cloud Delivery Manager (Mid-Level)**
*Minimum Year Experience: 5 Years*
*Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering*
*Responsibilities:*
- Deliver cloud-based projects and products using the appropriate agile project management methodology, learning & iterating frequently. Work with the Product Manager to define the roadmap for any given cloud based product and translate this into user specific narrative. Lead the collaborative, dynamic planning process for cloud-based projects -- prioritizing the work that needs to be done against the capacity and capability of the cloud project team. Matrix-managing a multi-disciplinary team. Ensure all cloud-based products are built to an appropriate level of quality for the stage (alpha/beta/production). Actively and openly share knowledge of best practices involving development and milestones revolving around cloud-based projects under their influence.

**Cloud Delivery Manager (Junior)**
*Minimum Year Experience: 2 Years*
*Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering*
*Responsibilities:*
- Deliver cloud-based projects and products using the appropriate agile project management methodology, learning & iterating frequently. Work with the Product Manager to define the roadmap for any given cloud based product and translate this into user specific narrative. Lead the collaborative, dynamic planning process for cloud based projects -- prioritizing the work that needs to be done against the capacity and capability of the cloud project team. Matrix-managing a multi-disciplinary team. Ensure all cloud-based products are built to an appropriate level of quality for the stage (alpha/beta/production). Actively and openly share knowledge of best practices involving development and milestones revolving around cloud-based projects under their influence.
Cloud IT Specialist (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Provides high level cloud-based functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related cloud-based technical subject matter for effective cloud system deployment. Participates in all phases of cloud-based systems development. Applies principals and methods of the functional area to problem solve difficult problems in cloud technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation for cloud project reporting and makes charts and graphs to record results on assigned cloud-based projects. Prepares and delivers presentations and briefings as required by the task order for assigned cloud-based projects. Performs as a Project Manager as required for assigned cloud-based projects and contracts.

Cloud IT Specialist (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Provides high level cloud-based functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related cloud-based technical subject matter for effective cloud system deployment. Participates in all phases of cloud-based systems development. Applies principals and methods of the functional area to problem solve difficult problems in cloud technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation for cloud project reporting and makes charts and graphs to record results on assigned cloud-based projects. Prepares and delivers presentations and briefings as required by the task order for assigned cloud-based projects. Performs as a Project Manager as required for assigned cloud-based projects and contracts.

Cloud IT Specialist (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Provides high level cloud-based functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related cloud-based technical subject matter for effective cloud system deployment. Participates in all phases of cloud-based systems development. Applies principals and methods of the functional area to problem solve difficult problems in cloud technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation for cloud project reporting and makes charts and graphs to record results on assigned cloud-based projects. Prepares and delivers presentations and briefings as required by the task order for assigned cloud-based projects. Performs as a Project Manager as required for assigned cloud-based projects and contracts.

Cloud Architect (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Designs cloud infrastructure, virtual private cloud, virtual private network, relational database services, auto scaling, and compute resources to meet customers’ requirements. Provides expertise in high availability, contingency planning, and automated provisioning. Responsible for cloud management and monitoring. Designs solutions for various deployment models (Private, Public, Community and Hybrid) and service models including Infrastructure as a Service (IaaS), Platform as a service (PaaS), Software as a Service (SaaS) and emerging cloud services to optimize the essential characteristics of cloud computing. Advises on storage and security solutions to securely store data in multi-tenancy environments. Collaborates with enterprise architecture team and other stakeholders to determine enterprise tools, technologies and processes. Establishes corporate cloud computing
architecture policies and standards in compliance with appropriate security levels and governance in accordance with best practices prescribed by the National Institute of Standards and Technology (NIST), Federal Information Security Management Act (FISMA), Federal Information Processing Standard (FIPS) and Federal Risk and Authorization Management Program (FedRAMP).

Cloud Architect (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Designs cloud infrastructure, virtual private cloud, virtual private network, relational database services, auto scaling, and compute resources to meet customers’ requirements. Provides expertise in high availability, contingency planning, and automated provisioning. Responsible for cloud management and monitoring. Designs solutions for various deployment models (Private, Public, Community and Hybrid) and service models including Infrastructure as a Service (IaaS), Platform as a service (PaaS), Software as a Service (SaaS) and emerging cloud services to optimize the essential characteristics of cloud computing. Advises on storage and security solutions to securely store data in multi-tenancy environments. Collaborates with enterprise architecture team and other stakeholders to determine enterprise tools, technologies and processes. Establishes corporate cloud computing architecture policies and standards in compliance with appropriate security levels and governance in accordance with best practices prescribed by the National Institute of Standards and Technology (NIST), Federal Information Security Management Act (FISMA), Federal Information Processing Standard (FIPS) and Federal Risk and Authorization Management Program (FedRAMP).

Cloud Architect (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Provides direction on designing cloud infrastructure capable of supporting a number of applications in the cloud with an emphasis on scalability, automation, performance and availability. Oversees the installation, provisioning, configuration, operation and maintenance of required hardware and software related to cloud computing infrastructure components. Provides guidance and sets standards on migrating internal and external organizational projects to a cloud computing environment including migration of existing data centers to a cloud computing environment. Provides expertise on cloud implementations and researches emerging trends and technologies related to cloud engineering. Implements prescribed solutions for various deployment models (Private, Public, Community and Hybrid) and delivery models including Infrastructure as a Service (IaaS), Platform as a service (PaaS), and Software as a Service (SaaS). Collaborates with security analysts, architects and engineers to define and implement the best solutions for the technical infrastructure layer in a cloud environment.

Cloud Systems Administrator (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Responsible for activities related to cloud-based system administration. Assigns personnel to various cloud-based projects, directs their activities, and evaluates their work. Ensures long-term requirements of cloud systems operations and administration are included in the overall information systems planning of the organizations cloud-based project needs. Oversees installation, maintenance, configuration, and integrity of computer systems and cloud-based operating environments. Implements operating system enhancements that will improve the reliability and performance of the cloud-based system(s).
Cloud Systems Administrator (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Responsible for activities related to cloud-based system administration. Assigns personnel to various cloud-based projects, directs their activities, and evaluates their work. Ensures long-term requirements of cloud systems operations and administration are included in the overall information systems planning of the organizations cloud-based project needs. Oversees installation, maintenance, configuration, and integrity of computer systems and cloud-based operating environments. Implements operating system enhancements that will improve the reliability and performance of the cloud-based system(s).

Cloud Systems Administrator (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Installing, configuring, and maintaining cloud-based operating system workstations and servers, including cloud web servers, in support of business processing requirements on cloud-based projects. Performs cloud-based software installations and upgrades to cloud operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures on assigned cloud-based projects. Monitors and tunes the system to achieve optimum performance levels for cloud systems and software. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate cloud software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations for cloud-based client projects. Develops and maintains a comprehensive cloud-based operating system hardware and software configuration database/library of all supporting documentation based on client’s needs.

Cloud Database Administrator (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Participates in the design, creation, and maintenance of cloud-based computerized databases. Responsible for quality control and auditing of cloud-based databases to ensure accurate and appropriate use of data and data flow. Works with management to develop cloud database strategies to support company needs. Consults with and advises users on access to various cloud-based databases. Works directly with users to resolve data conflicts and inappropriate data usage on assigned cloud-based clients. Directs the maintenance and use of the corporate data dictionary for assigned cloud-based clients and projects.

Cloud Database Administrator (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Participates in the design, creation, and maintenance of cloud-based computerized databases. Responsible for quality control and auditing of cloud-based databases to ensure accurate and appropriate use of data and data flow. Works with management to develop cloud database strategies to support company needs. Consults with and advises users on access to various cloud-based databases. Works directly with users to resolve data conflicts and inappropriate data usage on assigned cloud-based clients. Directs the maintenance and use of the corporate data dictionary for assigned cloud-based clients and projects.
Cloud Database Administrator (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Participates in the design, creation, and maintenance of cloud-based computerized databases. Responsible for quality control and auditing of cloud-based databases to ensure accurate and appropriate use of data and data flow. Works with management to develop cloud database strategies to support company needs. Consults with and advises users on access to various cloud-based databases. Works directly with users to resolve data conflicts and inappropriate data usage on assigned cloud-based clients. Directs the maintenance and use of the corporate data dictionary for assigned cloud-based clients and projects.

Cloud Test Engineer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Management and oversight of applied cloud-based knowledge across key tasks and high impact assignments for assigned cloud-based client projects. Plans and leads major cloud technology assignments. Evaluates performance results and recommends major changes affecting short-term cloud-based project growth and success. Functions as a cloud-based technical expert across multiple project assignments. May supervise others on certain cloud-based assignments or projects.

Cloud Test Engineer (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Applied expertise on multiple complex work assignments involving cloud-based systems and assigned projects. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks within a cloud environment. Operates with appreciable latitude in developing methodology and presenting solutions to problems revolving around cloud systems and hardware. Contributes to deliverables and performance metrics where applicable as assigned on cloud-based assignments and client projects.

Cloud Test Engineer (Junior)
Minimum Year Experience: 1 Year
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Entry-Level Applies fundamental concepts, processes, practices, and procedures on technical assignments and projects for cloud-based assignments. Performs work that requires cloud-based environment, software, and hardware practical experience and training on entry levels as assigned by project lead or team lead. Work is performed under supervision of project or team lead for all cloud-based assignments.

Cloud Visual Designer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Creation of cloud-based client needs and visual goals for integration of business development needs of their current local or web-based branding. Management of cloud-based project design reviews, resource planning, and execution for all assigned cloud project work related to the visual design aspects for assigned clients. Oversees all visual design aspects and elements for cloud-based visual design projects and clients assigned. Guides visual design team as a mentor for all aspects of visual design assignments and client projects. Liaison between cloud-based visual design team and all other internal departments. Manages cloud-based external resources and budgets regarding the visual
design aspects of assigned clients and projects. Ensures compliance with cloud project management, cloud outage management, and cloud change control processes and standards. Defines, creates, communicates, and manages cloud resource plans and other required cloud-based project documentation such as style guides and provides updates as necessary.

**Cloud Visual Designer (Mid-Level)**
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Creation of cloud-based client needs and visual goals for integration of business development needs of their current local or web-based branding. Management of cloud-based project design reviews, resource planning, and execution for all assigned cloud project work related to the visual design aspects for assigned clients. Oversees all visual design aspects and elements for cloud based visual design projects and clients assigned. Guides visual design team as a mentor for all aspects of visual design assignments and client projects. Liaison between cloud-based visual design team and all other internal departments. Manages cloud-based external resources and budgets regarding the visual design aspects of assigned clients and projects. Ensures compliance with cloud project management, cloud outage management, and cloud change control processes and standards. Defines, creates, communicates, and manages cloud resource plans and other required cloud-based project documentation such as style guides and provides updates as necessary.

**Cloud Visual Designer (Junior)**
Minimum Year Experience: 2 Years
Minimum Education: Associates Degree in Computer Science / Information Systems / Engineering
Responsibilities: Creation of cloud-based client needs and visual goals for integration of business development needs of their current local or web-based branding. Management of cloud-based project design reviews, resource planning, and execution for all assigned cloud project work related to the visual design aspects for assigned clients. Oversees all visual design aspects and elements for cloud based visual design projects and clients assigned. Guides visual design team as a mentor for all aspects of visual design assignments and client projects. Liaison between cloud-based visual design team and all other internal departments. Manages cloud-based external resources and budgets regarding the visual design aspects of assigned clients and projects. Ensures compliance with cloud project management, cloud outage management, and cloud change control processes and standards. Defines, creates, communicates, and manages cloud resource plans and other required cloud-based project documentation such as style guides and provides updates as necessary.

**Cloud Bigdata Developer (Senior)**
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Possesses extensive experience in specialized cloud-based Big Data development. Provides very skilled technical expertise required in configuring and integrating specialized cloud-based big data solutions in complex large-scale distributed cloud systems environment.

**Cloud Bigdata Developer (Mid-Level)**
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in computer science / Information Systems / Engineering
Responsibilities: Possesses extensive experience in specialized cloud-based Big Data development. Provides very skilled technical expertise required in configuring and integrating specialized cloud-based big data solutions in complex large-scale distributed cloud systems environment.
Cloud Bigdata Developer (Junior)
Minimum Year Experience: 2 Years
Minimum Education: Associates Degree in Computer Science / Information Systems / Engineering
Responsibilities: Possesses extensive experience in specialized cloud-based Big Data development. Provides very skilled technical expertise required in configuring and integrating specialized cloud-based big data solutions in complex large-scale distributed cloud systems environment.
Health IT Business Subject Matter Expert (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Business / Management / IT
Responsibilities: Responsible for providing senior level custom application development and expert architectural support to a defined functional or technical area of a project related to Health Information Technology projects and tasks. Provides detailed and complex expert functional/technical Health IT systems configuration, development or analysis. Possesses extensive experience in analyzing and solving exceptionally complex problems that need extensive knowledge of the ERH, EMR and Health IT integration software’s for effective implementation. Provides recommendations and expertise on the design, integration, documentation, implementation, and analysis on complex problems requiring deep knowledge of the functional and technical subject matter. Provides assistance and support in consulting, design, configuration, development, implementation, operations and training. Provides guidance and supervision to support staff, when required.

Health IT Business Subject Matter Expert (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in Business / Management / IT
Responsibilities: Responsible for providing senior level custom application development and expert architectural support to a defined functional or technical area of a project related to Health Information Technology projects and tasks. Provides detailed and complex expert functional/technical Health IT systems configuration, development or analysis. Possesses extensive experience in analyzing and solving exceptionally complex problems that need extensive knowledge of the ERH, EMR and Health IT integration software’s for effective implementation. Provides recommendations and expertise on the design, integration, documentation, implementation, and analysis on complex problems requiring deep knowledge of the functional and technical subject matter. Provides assistance and support in consulting, design, configuration, development, implementation, operations and training. Provides guidance and supervision to support staff, when required.

Health IT Business Subject Matter Expert (Junior)
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Minimum Education: Bachelor’s Degree in Business / Management / IT
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Health IT Architect (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Engineering
Responsibilities: Ensure technical consistency across development approaches and practices; maintain adherence by team members. Analyze and prioritize functional and business requirements; develop an
architecture plan to meet the system requirements and objectives. Reduce maintenance costs over a
system's lifetime by anticipating future enhancements and ensuring the system design will facilitate such
changes with little effect to the original architecture. Participate in system integration planning. Create
architecture documentation detailing system structure and related software engineering and development
processes. Design a software architecture validation plan and implement it during the appropriate
software development phase. Interface with clients to ensure systems are designed to meet users’ goals.
Health IT projects may include those relating to connected health, electronic health records, health
information exchanges, health analytics, personal health information management, innovative Health IT
solutions, health informatics, emerging Health IT research, or other Health IT services.

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Health IT projects may include those relating to connected health, electronic health records, health
information exchanges, health analytics, personal health information management, innovative Health IT
solutions, health informatics, emerging Health IT research, or other Health IT services.

Health IT Developer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Engineering
Responsibilities: Analyzes user requirements, procedures, and problems to automate processing and
improve existing Health IT computer system. Formulates and defines Health IT system scope and
objective. Writes detailed description of user needs, Health IT program functions and steps required for
developing and modifying computer programs. Analyzes software requirements to determine feasibility of
design and consults with hardware engineers to evaluate interface between hardware, software, and
operational performance requirements of the system. Designs, develops, and implements applications
and systems based on user needs. Studies existing information-processing systems to evaluate
effectiveness and develop new Health IT systems based on user needs.
Health IT Developer (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Engineering
Responsibilities: Analyzes user requirements, procedures, and problems to automate processing and improve existing Health IT computer system. Formulates and defines Health IT system scope and objective. Writes detailed description of user needs, Health IT program functions and steps required for developing and modifying computer programs. Analyzes software requirements to determine feasibility of design and consults with hardware engineers to evaluate interface between hardware, software and operational performance requirements of the system. Designs, develops and implements applications and systems based on user needs. Studies existing information-processing systems to evaluate effectiveness and develop new Health IT systems based on user needs.

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Health IT DevOps Engineer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Engineering
Responsibilities: DevOps Engineer Deploying and configuring services using infrastructure as a service provider (e.g., Amazon Web Services, Microsoft Azure, Google Compute Engine, RackSpace/OpenStack). Configuring and managing Linux-based servers to serve a dynamic website. Debugging cluster-based computing architectures. Using scripting or basic programming skills to solve problems. Installation and management of open source monitoring tools. Configuration management tools (e.g., Puppet, Chef, Ansible, Salt). Architecture for continuous integration and deployment, and continuous monitoring. Containerization technologies (e.g., LXC, Docker, Rocket).

Health IT DevOps Engineer (Mid-Level)
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Health IT Quality Engineer (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Management
Responsibilities: Organizes and maintains all required health quality assurance documentation. Responsible for ensuring compliance with recognized standards and practices. Insures all documentation is complete, accurate, and correct. Witnesses and documents the test and integration phases. Certifies that deliverables have met established quality requirements

Health IT Quality Engineer (Mid-Level)
Minimum Year Experience: 5 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Management
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Health IT Project Manager (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Management
Responsibilities: Oversees the performance of a variety of related projects, which are arranged by Health Information Technology, program, or client; directs the development of Health IT and/or application, marketing and resource allocation within the program. Responsible for the management of personnel, and financial resources, and is accountable for the quality and timely delivery of all contractual items; Serves as the focal point-of-contact with client regarding program activities; Operates within client guidelines, contractual limitation, and Company business and policy code of conduct. Ensures all required resources including manpower, production standard, computer time, and facilities for program implementation; Manages program consisting multiple projects including project identification, design, development, and delivery. Maintains the development and execution of Health IT business opportunities based on broad, general guidance; Collaborates with Health IT project manager to provide Health IT technical guidance and problem resolution; Also responsible for marketing new Health Information Technology and follow-on business acquisitions; Perform other duties as assigned
Health IT Project Manager (Mid-Level)
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Health IT Project Manager (Junior)
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Health IT Systems Administrator (Senior)
Minimum Year Experience: 8 Years
Minimum Education: Bachelor’s Degree in Computer Science/Information Systems/ Engineering
Responsibilities: Responsible for the planning, design, acquisition, installation, and maintenance of servers and networking equipment and services Supports, installs, maintains, troubleshoots, and coordinates the installation, patching, tuning, backup and usage of servers and Health IT related software; evaluates hardware and software requirements; troubleshoots problems; recommends and implements policies and procedures and ensures adherence to security procedures; trains users on operations, security and procedures. Implements operating system enhancements that will improve the reliability and performance of the system and interfaces to any commercially off the shelf health IT software's

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**Health IT Database Administrator (Senior)**  
**Minimum Year Experience:** 8 Years  
**Minimum Education:** Bachelor's Degree in Computer Science/Information Systems/Engineering  
**Responsibilities:** Provides highly technical healthcare IT related expertise and guidance in the design, implementation, operation and maintenance of database management systems (DBMS). Evaluates and recommends available DBMS products after matching requirements with system capabilities. Determines file organization, indexing methods, and security procedures for specific applications. Responsible for quality control and auditing of databases to ensure accurate and appropriate use of data. Controls the global view of databases, controls the access to the databases, assures the integrity of the databases, and monitors the use of databases. Must be capable of defining all required database administration policies, procedures, standards, and guidelines. Is an authority on the design of databases and the use of database management systems in the healthcare IT field. Evaluates and recommends available DBMS products after matching requirements with system capabilities. Prepares and delivers presentations on DBMS concepts. Consults with and advises users on access to various databases. Works directly with users to resolve data conflicts and inappropriate data usage. Directs the maintenance and use of the corporate data dictionary.

**Health IT Database Administrator (Mid-Level)**  
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**Health IT Business/Systems Analyst (Senior)**

**Minimum Year Experience:** 8 Years  
**Minimum Education:** Bachelor’s Degree in Computer Science/Information Systems/ Engineering  
**Responsibilities:** Responsible for providing senior-level services in formulating and defines Health IT systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents programs. Participates in related areas such as design, implementation, integration, management, and maintenance of complex Health IT databases. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirement specifications. Competent to work at the highest technical level of most phases of Health systems analysis while considering the business implications of the application of technology to the current and future business environment. Defines system validation checks, compliance and audit guidelines, protection and security analysis and documentation, guidelines and statistical methods; as well as evaluation of commercial off-the-shelf products.

**Health IT Business/Systems Analyst (Mid-Level)**

**Minimum Year Experience:** 5 Years  
**Minimum Education:** Bachelor’s Degree in Computer Science/Information Systems/ Engineering  
**Responsibilities:** Responsible for providing senior-level services in formulating and defines Health IT systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents programs. Participates in related areas such as design, implementation, integration, management, and maintenance of complex Health IT databases. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirement specifications. Competent to work at the highest technical level of most phases of Health systems analysis while considering the business implications of the application of technology to the current and future business environment. Defines system validation checks, compliance and audit guidelines, protection and security analysis and documentation, guidelines and statistical methods; as well as evaluation of commercial off-the-shelf products.
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