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

RarisRex, LLC
735 Seibert Road, Suite 1
Scott Air Force Base, IL, 62225
(P) 618-744-9777 (F) 618-641-9043
www.RarisRex.com
Contract Administrator: James Cruse, jimmy.cruse@rarisrex.com

Schedule Title: Multiple Award Schedule
Federal Supply Group: Information Technology

Contract Number: 47QTC21D0091
Period Covered by Contract: 05/04/2021 – 05/03/2026
Business Size: Small, SDB, SDVOSB

Pricelist current through Modification #PS-0004 dated 03/01/2022.

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

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

1. **Awarded Special Item Number(s):**

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<th>SIN</th>
<th>Recovery SIN</th>
<th>Description</th>
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1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See page 4.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 7.

2. **Maximum Order:** For SIN 518210C - $500,000  
For SIN 54151HACS - $500,000  
For SIN 54151S - $500,000  
For SIN OLM - $250,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** Domestic only

5. **Point of Production:** N/A

6. **Prices Shown Herein are Net** (discount deducted)

7. **Quantity Discount:** None

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

9. **Foreign Items:** None

10. **Time of Delivery:** RarisRex, LLC shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

10b. ** Expedited Delivery:** Consult with Contractor

10c. **Overnight/2-Day Delivery:** Consult with Contractor

10d. **Urgent Requirements:** Consult with Contractor

11. **FOB Point:** Destination
12a. Ordering Address: Orders  
ATTN: Accounts Payable  
735 Seibert Road, Suite 1  
Scott Air Force Base, IL, 62225  
(P) 618-744-9777 (F) 618-641-9043  
business@rarisrex.com

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address: Accounting  
ATTN: Accounting  
735 Seibert Road, Suite 1  
Scott Air Force Base, IL, 62225  
(P) 618-744-9777 (F) 618-641-9043  
business@rarisrex.com


15. Export Packing charges: Not applicable

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

17. Terms and conditions of installation: Not applicable

18. Terms and conditions of repair parts: Not applicable

28a. Terms and conditions for any other services: Not applicable

19. List of service and distribution points: Not applicable

20. List of participating dealers: Not applicable

21. Preventive maintenance: Not applicable

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

22b. Contact RarisRex, LLC for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov

23. Unique Entity Identifier (UEI) Number: 117620087

24. RarisRex, LLC is registered in the System for Award Management (SAM) database.
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**SCLS Statement:** RarisRex, LLC has reviewed clause 52.222-41 The Service Contract Labor Standards (SCLS) of 1965 (formerly known as the Service Contract Act (SCA)) and understands that the SCLS is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to the SCLS due to exemptions for professional employees this contract still maintains the provisions and protections for SCLS eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modification process, we will inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupation code, SCLS labor category titles and the applicable wage determination number.

| 54151S | IT Information Assurance Specialist III | $108.46 | $110.91 | $113.41 | $115.98 | $118.60 |
| 54151S | IT Program Manager I | $96.61 | $98.79 | $101.02 | $103.31 | $105.64 |
| 54151S | IT Program Manager II | $140.58 | $143.75 | $147.00 | $150.33 | $153.72 |
| 54151S | IT Program Manager III | $148.11 | $151.46 | $154.88 | $158.38 | $161.96 |
| 54151S | IT Program Manager V | $211.28 | $216.05 | $220.93 | $225.93 | $231.03 |
| 54151S | IT Project Manager II | $62.61 | $64.03 | $65.47 | $66.95 | $68.47 |
| 54151S | IT Project Support II | $78.96 | $80.75 | $82.57 | $84.44 | $86.35 |
| 54151S | IT Project Support III | $113.12 | $115.67 | $118.29 | $120.96 | $123.69 |
| 54151S | IT Project Support IV | $136.28 | $139.36 | $142.51 | $145.73 | $149.03 |
| 54151S | IT Subject Matter Consultant IV | $158.71 | $162.29 | $165.96 | $169.71 | $173.55 |
| 54151S | IT Systems Administrator III | $69.64 | $71.22 | $72.83 | $74.47 | $76.15 |
| 54151S | IT Technical Writer I | $45.53 | $46.56 | $47.61 | $48.69 | $49.79 |
| 54151S | IT Test Engineer II | $83.98 | $85.88 | $87.82 | $89.80 | $91.83 |
Labor Category Descriptions
SIN 518210C

Cloud Developer II

**Functional Responsibilities:** The Cloud Developer II develops, plans, and analyzes, designs products, and programs computer software that requires extensive research. Utilizes knowledge in the field of computer science or software engineering along with knowledge of software development and methodologies.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 3 years

Cloud Engineer II

**Functional Responsibilities:** The Cloud Engineer II demonstrates knowledge in wide application of principles, theories, and concepts in his/her field and provides solutions to a wide range of difficult problems with imaginative and thorough solutions; has demonstrated experience in some of the following topics: refactoring workloads for cloud solutions, migrating legacy or other systems to cloud solutions, cloud DevOps/DevSecOps, cloud security, developing and testing cloud native applications, or other cloud-oriented activities; works under very general supervision and results are reviewed upon completion for adequacy in meeting objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts; and provides solutions to difficult technical problems related to specific projects.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 3 years

Cloud Engineer III

**Functional Responsibilities:** The Cloud Engineer III is a mid-level Cloud Engineer who applies broad expertise as a generalist or specialist; has demonstrated experience in many of the following topics: refactoring workloads for cloud solutions, migrating legacy or other systems to cloud solutions, cloud DevOps/DevSecOps, cloud security, developing and testing cloud native applications, or other cloud-oriented activities; solves moderately-complex problems which require the use of ingenuity and creativity; performs work an increased level of autonomy (relative to the Cloud Engineer II) and is reviewed for desired results from a medium term perspective; decisions result in an organization achieving critical organizational, cloud-related objectives; and may function in junior-level project leadership roles.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 8 years

Cloud Engineer IV

**Functional Responsibilities:** The Cloud Engineer IV is a mid-level Cloud Engineer who applies extensive expertise as a generalist or specialist; has demonstrated experience in many of the following topics: refactoring workloads for cloud solutions, migrating legacy or other systems to cloud solutions, cloud DevOps/DevSecOps, cloud security, developing and testing cloud native applications, or other cloud-oriented activities; solves complex problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational, cloud-related objectives.
objectives; and may function in project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

**Cloud Engineer V**

**Functional Responsibilities:** The Cloud Engineer V is a Senior Cloud Engineer who performs as a recognized authority in his/her field and exhibits an exceptional degree of ingenuity, creativity and resourcefulness; has demonstrated experience in many of the following topics: refactoring workloads for cloud solutions, migrating legacy or other systems to cloud solutions, cloud DevOps/DevSecOps, developing and testing cloud native applications, cloud security, or other cloud-oriented activities; applies and/or develops highly advanced cloud principles, theories and concepts in managing large scale contracts; acts independently to resolve major problems; manages, leads and advises staff members in order to meet established cloud-related objectives; responsible to accomplish long range objectives; self–supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; and serves as a cloud consultant to senior management and prime spokesperson to customer on company capabilities and future efforts.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 14 years

**Cloud Enterprise Program Director SME II**

**Functional Responsibilities:** The Cloud Enterprise Program Director Subject Matter Expert (SME) II is an executive Cloud Program Director with explicit experience in Enterprise-level systems and programs who performs as a recognized authority in his/her field and exhibits an exceptional degree of ingenuity, creativity, and resourcefulness; has demonstrated experience in providing management or governance of enterprise-level cloud solutions; applies and/or develops highly advanced principles, theories, and concepts in managing large scale cloud contracts; acts independently to resolve major problems; manages, leads, and advises staff members in order to meet established cloud-related objectives; responsible for accomplishing long range objectives; self–supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; serves as a consultant to senior management and prime spokesperson to customer on company capabilities and future efforts; and monitors cloud technology trends such as emerging standards for new technology opportunities.

**Minimum Education:** Masters Degree  
**Minimum Experience:** 20 years

**Cloud Enterprise Solutions Engineer III**

**Functional Responsibilities:** The Cloud Enterprise Solutions Engineer III is a Cloud Engineer who applies extensive expertise as a generalist or specialist with specific experience in federal or state government enterprise-level programs; has experience developing cloud computing strategy including assessing cloud solutions, developing cloud adoption plans, cloud application architecture, design, development, testing and cloud management, security, and monitoring; solves complex problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives; and may function in cloud project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts.
Minimum Education: Bachelors Degree
Minimum Experience: 8 years

Cloud Enterprise Solutions Engineer IV

Functional Responsibilities: The Cloud Enterprise Solutions Engineer IV is a mid-level Cloud Engineer who applies extensive expertise as a generalist or specialist with significant experience in federal or state government enterprise-level programs; has experience developing cloud computing strategy including assessing cloud solutions, developing cloud adoption plans, cloud application architecture, design, development, testing and cloud management, security, and monitoring; solves complex problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational cloud-related objectives; and may function in cloud project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts.

Minimum Education: Bachelors Degree
Minimum Experience: 10 years

Cloud Enterprise Solutions Engineer V

Functional Responsibilities: The Cloud Enterprise Solutions Engineer V is a senior Cloud Engineer with extensive experience in federal and state government enterprise-level solutions who performs as a recognized authority in his/her field and exhibits an exceptional degree of ingenuity, creativity, and resourcefulness; has experience developing cloud computing strategy including assessing cloud solutions, developing cloud adoption plans, cloud application architecture, design, development, testing and cloud management, security, and monitoring; applies and/or develops highly advanced principles, theories, and concepts in managing large scale contracts; acts independently to resolve major problems; manages, leads, and advises staff members in order to meet established cloud-related objectives; responsible to accomplish long range objectives; self–supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; and serves as a cloud consultant to senior management and prime spokesperson to customer on company capabilities and future efforts.

Minimum Education: Bachelors Degree
Minimum Experience: 14 years

Cloud Enterprise Solutions SME II

Functional Responsibilities: The Cloud Enterprise Solutions SME II is an executive Cloud Engineering SME with expert experience in federal and state government enterprise-level cloud programs who performs as a recognized authority in his/her field and exhibits an exceptional degree of ingenuity, creativity, and resourcefulness; has experience developing cloud computing strategy including assessing cloud solutions, developing cloud adoption plans, cloud application architecture, design, development, testing and cloud management, security, and monitoring; applies and/or develops highly advanced principles, theories, and concepts in managing large scale cloud contracts; acts independently to resolve major problems; manages, leads and advises staff members in order to meet established cloud objectives; responsible to accomplish long range objectives; self–supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; and serves as a cloud consultant to senior management and spokesperson to customer on company capabilities and future efforts.
Minimum Education: Masters Degree
Minimum Experience: 20 years

Cloud Program Manager I

Functional Responsibilities: The Cloud Program Manager I is a Cloud Program Management Associate who demonstrates knowledge in wide application of principles, theories, and concepts in his/her field and provides solutions to a wide range of difficult problems with imaginative and thorough solutions; has some experience in providing management or governance of cloud solutions; works under very general supervision and results are reviewed upon completion for adequacy in meeting objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts; provides solutions to difficult technical problems related to specific projects; and monitors cloud technology trends such as emerging standards for new technology opportunities.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

Cloud Program Manager II

Functional Responsibilities: The Cloud Program Manager II applies extensive expertise as a generalist or specialist; has demonstrated experience in providing management or governance of enterprise-level cloud solutions; solves complex problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives; may function in project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts; and monitors cloud technology trends such as emerging standards for new technology opportunities.

Minimum Education: Bachelors Degree
Minimum Experience: 7 years

Cloud Program Manager III

Functional Responsibilities: The Cloud Program Manager III applies advanced concepts, theories, and principles and contributes toward the development of new principles and concepts; has demonstrated experience in providing management or governance of enterprise-level cloud solutions; works unusually complex problems with consultative direction rather than formal supervision and provides technical direction to others; decisions result in an organization achieving goals critical to major organizational objectives and improving the image of the organization’s technological capability; advises senior management and customers on advanced technical research studies and applications; managerial/leadership experience, or necessary skills; and monitors cloud technology trends such as emerging standards for new technology opportunities.

Minimum Education: Bachelors Degree
Minimum Experience: 10 years
Cloud Program Manager V

**Functional Responsibilities:** The Cloud Program Manager V performs as a recognized authority in his/her field and exhibits an exceptional degree of ingenuity, creativity, and resourcefulness; has demonstrated experience in providing management or governance of enterprise-level cloud solutions; applies and/or develops highly advanced principles, theories, and concepts in managing large scale cloud contracts; acts independently to resolve major problems; manages, leads and advises staff members in order to meet established cloud-related objectives; responsible to accomplish long range objectives; self-supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; serves as a consultant to senior management and prime spokesperson to customer on company capabilities and future efforts; and monitors cloud technology trends such as emerging standards for new technology opportunities.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 18 years

Cloud Project Lead I

**Functional Responsibilities:** The Cloud Project Lead I is an entry or intermediate level Cloud Program Management Associate who demonstrates limited to full use and/or application of standard principles, theories, concepts, and techniques; has some experience in providing management or governance of cloud solutions; provides solutions to a variety of problems of limited scope; supervision can be close or general while following established procedures; and contact is primarily intra-organizational with infrequent inter-organizational and outside customer contacts. Typically will act as cloud team lead or small project cloud coordinator, and work with/supervise Admin roles for the project.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 1 year

Cloud Project Lead III

**Functional Responsibilities:** The Cloud Project Lead III manages, coordinates, and establishes priorities for complete life-cycle of cloud projects including the planning, design, programming, testing, and implementation of solutions designed to meet the project requirements. This resource determines cloud project needs and acquires resources required for the success of the project; designs cloud project plans which identify needs; and defines major tasks and milestones, based on scope, resources, budget, and personnel.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 7 years

Cloud Project Support II

**Functional Responsibilities:** Services of the Cloud Project Support II are only available through this schedule in a support role of the principal cloud positions. The Project Support II performs in business operations functional areas as finance, contracts, subcontracts, or purchasing related to cloud solutions and products, including (but not limited to) Software as a Service (SaaS), Platform as a Service (PaaS), and Infrastructure as a Service (IaaS). The Cloud Project Support II position uses skills to support complex task related activities.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 3 years
Cloud Project Support III

Functional Responsibilities: Services of the Cloud Project Support III are only available through this schedule in a support role of the principal cloud positions. The Project Support III performs in business operations functional areas as finance, contracts, subcontracts, or purchasing related to cloud solutions and products, including (but not limited to) SaaS, PaaS, and IaaS, especially on large scale contracts. The Project Support III position uses skills to support complex cloud task related activities.

Minimum Education: Bachelors Degree
Minimum Experience: 7 years

Cloud SME Consultant IV

Functional Responsibilities: The Senior Cloud SME Consultant IV performs as a recognized authority in his/her field and exhibits significant degree of ingenuity, creativity, and resourcefulness; has demonstrated experience in many of the following topics: assessing cloud solutions, refactoring workloads for cloud solutions, migrating legacy or other systems to cloud solutions, cloud DevOps/DevSecOps, cloud security, developing and testing cloud native applications, or other cloud-oriented activities; applies and/or develops highly advanced principles, theories, and concepts, providing new, specialized, or unique and significant cloud expertise necessary to the program management team. Impact to the program may have a prolonged positive effect on organization’s reputation and business posture. Serves as cloud consultant to senior management and may act as a secondary spokesman to customer on program efforts.

Minimum Education: Bachelors Degree
Minimum Experience: 14 years

Cloud Specialist II

Functional Responsibilities: The Cloud Specialist II demonstrates understanding and applies principles, concepts, and practices; has demonstrated experience in some of the following topics: cloud DevOps/DevSecOps, developing cloud native applications, or other cloud-oriented activities; develops solutions to a variety of complex problems; performs work without appreciable direction and participates in determining objectives of assignments; plans, schedules, and arranges own activities with work reviewed upon completion; and represents the organization/company as a prime cloud contact on contracts or projects and interacts with senior internal and external personnel.

Minimum Education: Bachelors Degree
Minimum Experience: 5 years

Cloud Specialist IV

Functional Responsibilities: The Cloud Specialist IV acts as consultant to senior management; applies and develops advanced concepts and techniques; has demonstrated experience in some of the following topics: cloud DevOps/DevSecOps, developing cloud native applications, or other cloud-oriented activities; develops cloud solutions to complex problems requiring a high degree of ingenuity and innovation; works under consultative direction toward predetermined long range cloud-related goals; virtually self-initiated and self-managed; and may function in project leadership roles and acts as a prime cloud consultant and spokesperson for the organization on highly significant matters relating to policies, programs, capabilities, and long range goals and objectives. May serve as Cloud Specialist team lead and supervise Cloud Specialists and Technicians.
**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

**Experience & Degree Substitution Equivalencies**  
Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

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<th>Equivalent Degree</th>
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<td>Doctorate</td>
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Labor Category Descriptions  
SIN 54151HACS

Cybersecurity Threat Intel/Hunter I

Functional Responsibilities: Associate level expertise in Cybersecurity Threat Intel and Hunting. Demonstrates experience with and understands various methods of using publicly available data to recognize relationships between individuals, businesses, and other entities. Maps out malicious internet infrastructure and identifying additional, related assets. Analyzes activity associated with both successful and unsuccessful intrusions by advanced attackers. Develop dashboards to assist in automation and awareness for incident response and review incident logs/records mining for patterns. Researches Internet sources and threat intelligence databases to try and find evidence in customer logs. Leverages hands-on experience with DNS, subdomains, user tracking technology, certificates, and other website and application components. Understanding what information can and cannot be gleaned from various social media services around the world. Maintains a solid sense of ethics, legalities and industry standards surrounding open-source intelligence gathering. Possesses an overview level knowledge in MITRE ATT&CK(R) framework.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

Cybersecurity Threat Intel/Hunter II

Functional Responsibilities: Junior level expertise in Cybersecurity Threat Intel and Hunting. Demonstrates experience with and understands various methods of using publicly available data to recognize relationships between individuals, businesses, and other entities. Maps out malicious internet infrastructure and identifying additional, related assets. Analyzes activity associated with both successful and unsuccessful intrusions by advanced attackers. Develop dashboards to assist in automation and awareness for incident response and review incident logs/records mining for patterns. Researches Internet sources and threat intelligence databases to try and find evidence in customer logs. Leverages hands-on experience with DNS, subdomains, user tracking technology, certificates, and other website and application components. Understanding what information can and cannot be gleaned from various social media services around the world. Maintains a solid sense of ethics, legalities and industry standards surrounding open-source intelligence gathering. Possesses an in depth knowledge in MITRE ATT&CK(R) framework.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

Cybersecurity Threat Intel/Hunter III

Functional Responsibilities: Mid level expertise in Cybersecurity Threat Intel and Hunting. Demonstrates experience with and understands various methods of using publicly available data to recognize relationships between individuals, businesses, and other entities. Maps out malicious internet infrastructure and identifying additional, related assets. Analyzes activity associated with both successful and unsuccessful intrusions by advanced attackers. Develop dashboards to assist in automation and awareness for incident response and review incident logs/records mining for patterns. Researches Internet sources and threat intelligence databases to try and find evidence in customer logs. Leverages
hands-on experience with DNS, subdomains, user tracking technology, certificates, and other website and application components. Understanding what information can and cannot be gleaned from various social media services around the world. Maintains a solid sense of ethics, legalities and industry standards surrounding open-source intelligence gathering. Possesses an in depth knowledge in MITRE ATT&CK(R) framework.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 8 years

**Cybersecurity Threat Intel/Hunter IV**

**Functional Responsibilities:** Senior level expertise in Cybersecurity Threat Intel and Hunting. Demonstrates experience with and understands various methods of using publicly available data to recognize relationships between individuals, businesses, and other entities. Maps out malicious internet infrastructure and identifying additional, related assets. Analyzes activity associated with both successful and unsuccessful intrusions by advanced attackers. Develop dashboards to assist in automation and awareness for incident response and review incident logs/records mining for patterns. Researches Internet sources and threat intelligence databases to try and find evidence in customer logs. Leverages hands-on experience with DNS, subdomains, user tracking technology, certificates, and other website and application components. Understanding what information can and cannot be gleaned from various social media services around the world. Maintains a solid sense of ethics, legalities and industry standards surrounding open-source intelligence gathering. Possesses an in depth knowledge in MITRE ATT&CK(R) framework.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 10 years

**Cybersecurity Threat Intel/Hunter V**

**Functional Responsibilities:** Principle level expertise in Cybersecurity Threat Intel and Hunting. Demonstrates experience with and understands various methods of using publicly available data to recognize relationships between individuals, businesses, and other entities. Maps out malicious internet infrastructure and identifying additional, related assets. Analyzes activity associated with both successful and unsuccessful intrusions by advanced attackers. Develop dashboards to assist in automation and awareness for incident response and review incident logs/records mining for patterns. Researches Internet sources and threat intelligence databases to try and find evidence in customer logs. Leverages hands-on experience with DNS, subdomains, user tracking technology, certificates, and other website and application components. Understanding what information can and cannot be gleaned from various social media services around the world. Maintains a solid sense of ethics, legalities and industry standards surrounding open-source intelligence gathering. Possesses an in depth knowledge in MITRE ATT&CK(R) framework.

**Minimum Education:** Masters Degree

**Minimum Experience:** 12 years
**Cybersecurity Analyst II**

**Functional Responsibilities:** Junior level expertise in the following areas of Cybersecurity Analysis: Uses wide range of experience in defensive measures and information collected from a variety of sources to identify, analyze, and report events that occur or might occur within the network in order to protect information, information systems, and networks from threats. Develops content for computer network defense (CND) tools. Characterizes and analyzes network traffic to identify anomalous activity and potential threats to network resources. Coordinates with enterprise-wide computer network defense (CND) staff to validate network alerts. Monitors external data sources (e.g., computer network defense [CND] vendor sites, Computer Emergency Response Teams, SANS, Security Focus) to maintain currency of CND threat condition and determine which security issues may have an impact on the enterprise. Documents and escalates incidents (including event’s history, status, and potential impact for further action) that may cause ongoing and immediate impact to the environment. Performs computer network defense (CND) trend analysis and reporting. Performs event correlation using information gathered from a variety of sources within the enterprise to gain situational awareness and determine the effectiveness of an observed attack. Provides daily summary reports of network events and activity relevant to computer network defense (CND) practices. Receives and analyzes network alerts from various sources within the enterprise and determine possible causes of such alerts. Provides timely detection, identification, and alerts of possible attacks/intrusions, anomalous activities, and misuse activities, and distinguish these incidents and events from benign activities. Uses computer network defense (CND) tools for continual monitoring and analysis of system activity to identify malicious activity. Analyzes identified malicious activity to determine weaknesses exploited, exploitation methods, and effects on system and information. Employs approved defense-in-depth principles and practices (e.g., defense-in-multiple places, layered defenses, security robustness).

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

**Cybersecurity Analyst III**

**Functional Responsibilities:** Mid level expertise in the following areas of Cybersecurity Analysis: and information collected from a variety of sources to identify, analyze, and report events that occur or might occur within the network in order to protect information, information systems, and networks from threats. Develops content for computer network defense (CND) tools. Characterizes and analyzes network traffic to identify anomalous activity and potential threats to network resources. Coordinates with enterprise-wide computer network defense (CND) staff to validate network alerts. Monitors external data sources (e.g., computer network defense [CND] vendor sites, Computer Emergency Response Teams, SANS, Security Focus) to maintain currency of CND threat condition and determine which security issues may have an impact on the enterprise. Documents and escalates incidents (including event’s history, status, and potential impact for further action) that may cause ongoing and immediate impact to the environment. Performs computer network defense (CND) trend analysis and reporting. Performs event correlation using information gathered from a variety of sources within the enterprise to gain situational awareness and determine the effectiveness of an observed attack. Provides daily summary reports of network events and activity relevant to computer network defense (CND) practices. Receives and analyzes network alerts from various sources within the enterprise and determine possible causes of such alerts. Provides timely detection, identification, and alerts of possible
attacks/intrusions, anomalous activities, and misuse activities, and distinguish these incidents and events from benign activities. Uses computer network defense (CND) tools for continual monitoring and analysis of system activity to identify malicious activity. Analyzes identified malicious activity to determine weaknesses exploited, exploitation methods, and effects on system and information. Employs approved defense-in-depth principles and practices (e.g., defense-in-multiple places, layered defenses, security robustness).

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 8 years

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**Cybersecurity Analyst IV**

**Functional Responsibilities:** Senior Expert in the following areas of Cybersecurity Analysis. Uses wide range of experience in defensive measures and information collected from a variety of sources to identify, analyze, and report events that occur or might occur within the network in order to protect information, information systems, and networks from threats. Develops content for computer network defense (CND) tools. Characterizes and analyzes network traffic to identify anomalous activity and potential threats to network resources. Coordinates with enterprise-wide computer network defense (CND) staff to validate network alerts. Monitors external data sources (e.g., computer network defense [CND] vendor sites, Computer Emergency Response Teams, SANS, Security Focus) to maintain currency of CND threat condition and determine which security issues may have an impact on the enterprise. Documents and escalates incidents (including event’s history, status, and potential impact for further action) that may cause ongoing and immediate impact to the environment. Performs computer network defense (CND) trend analysis and reporting. Performs event correlation using information gathered from a variety of sources within the enterprise to gain situational awareness and determine the effectiveness of an observed attack. Provides daily summary reports of network events and activity relevant to computer network defense (CND) practices. Receives and analyzes network alerts from various sources within the enterprise and determine possible causes of such alerts. Provides timely detection, identification, and alerts of possible attacks/intrusions, anomalous activities, and misuse activities, and distinguish these incidents and events from benign activities. Uses computer network defense (CND) tools for continual monitoring and analysis of system activity to identify malicious activity. Analyzes identified malicious activity to determine weaknesses exploited, exploitation methods, and effects on system and information. Employs approved defense-in-depth principles and practices (e.g., defense-in-multiple places, layered defenses, security robustness).

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

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**Cybersecurity Analyst V**

**Functional Responsibilities:** Principle level expertise in the following areas of Cybersecurity Analysis: Uses wide range of experience in defensive measures and information collected from a variety of sources to identify, analyze, and report events that occur or might occur within the network in order to protect information, information systems, and networks from threats. Develops content for computer network defense (CND) tools. Characterizes and analyzes network traffic to identify anomalous activity and potential threats to network resources. Coordinates with enterprise-wide computer network
defense (CND) staff to validate network alerts. Monitors external data sources (e.g., computer network defense [CND] vendor sites, Computer Emergency Response Teams, SANS, Security Focus) to maintain currency of CND threat condition and determine which security issues may have an impact on the enterprise. Documents and escalates incidents (including event’s history, status, and potential impact for further action) that may cause ongoing and immediate impact to the environment. Performs computer network defense (CND) trend analysis and reporting. Performs event correlation using information gathered from a variety of sources within the enterprise to gain situational awareness and determine the effectiveness of an observed attack. Provides daily summary reports of network events and activity relevant to computer network defense (CND) practices. Receives and analyzes network alerts from various sources within the enterprise and determine possible causes of such alerts. Provides timely detection, identification, and alerts of possible attacks/intrusions, anomalous activities, and misuse activities, and distinguish these incidents and events from benign activities. Uses computer network defense (CND) tools for continual monitoring and analysis of system activity to identify malicious activity. Analyzes identified malicious activity to determine weaknesses exploited, exploitation methods, and effects on system and information. Employs approved defense-in-depth principles and practices (e.g., defense-in-multiple places, layered defenses, security robustness).

**Minimum Education:** Masters Degree  
**Minimum Experience:** 12 years

**Cybersecurity Compliance I**

**Functional Responsibilities:** Associate level expertise in the following Governance, Risk Management, and Compliance (GRC) areas: Oversees, evaluates, and supports the documentation, validation, and accreditation processes necessary to assure that new information technology (IT) systems meet the organization’s information assurance (IA) and security requirements. Ensures appropriate treatment of risk, compliance, and assurance from internal and external perspectives. Develop methods to monitor and measure risk, compliance, and assurance efforts. Develop specifications to ensure risk, compliance, and assurance efforts conform with security, resilience, and dependability requirements at the software application, system, and network environment level. Draft statements of preliminary or residual security risks for system operation. Maintain information systems assurance and accreditation materials. Monitor and evaluate a system's compliance with information technology (IT) security, resilience, and dependability requirements. Perform validation steps, comparing actual results with expected results and analyze the differences to identify impact and risks. Plan and conduct security authorization reviews and assurance case development for initial installation of software applications, systems, and networks. Understand, convey, and explain NIST 800-53 and other relevant Federal Government standards and frameworks. Perform, manage, and maintain Authority to Operate (ATO), Plans of Action and Milestones (POA&M), and Risk Acceptance (RA) processes. Perform, manage, and maintain Continuous Monitoring (ConMon) processes, to include vulnerability management and Information System Continuous Monitoring (ISCM).

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 1 year
**Cybersecurity Compliance II**

**Functional Responsibilities:** Associate level expertise in the following Governance, Risk Management, and Compliance (GRC) areas: Oversees, evaluates, and supports the documentation, validation, and accreditation processes necessary to assure that new information technology (IT) systems meet the organization’s information assurance (IA) and security requirements. Ensures appropriate treatment of risk, compliance, and assurance from internal and external perspectives. Develop methods to monitor and measure risk, compliance, and assurance efforts. Develop specifications to ensure risk, compliance, and assurance efforts conform with security, resilience, and dependability requirements at the software application, system, and network environment level. Draft statements of preliminary or residual security risks for system operation. Monitor and evaluate a system's compliance with information technology (IT) security, resilience, and dependability requirements. Perform validation steps, comparing actual results with expected results and analyze the differences to identify impact and risks. Plan and conduct security authorization reviews and assurance case development for initial installation of software applications, systems, and networks. Understand, convey, and explain NIST 800-53 and other relevant Federal Government standards and frameworks. Perform, manage, and maintain Authority to Operate (ATO), Plans of Action and Milestones (POA&M), and Risk Acceptance (RA) processes. Perform, manage, and maintain Continuous Monitoring (ConMon) processes, to include vulnerability management and Information System Continuous Monitoring (ISCM).

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

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**Cybersecurity Compliance III**

**Functional Responsibilities:** Mid level expertise in the following Governance, Risk Management, and Compliance (GRC) areas: Oversees, evaluates, and supports the documentation, validation, and accreditation processes necessary to assure that new information technology (IT) systems meet the organization’s information assurance (IA) and security requirements. Ensures appropriate treatment of risk, compliance, and assurance from internal and external perspectives. Develop methods to monitor and measure risk, compliance, and assurance efforts. Develop specifications to ensure risk, compliance, and assurance efforts conform with security, resilience, and dependability requirements at the software application, system, and network environment level. Draft statements of preliminary or residual security risks for system operation. Monitor and evaluate a system’s compliance with information technology (IT) security, resilience, and dependability requirements. Perform validation steps, comparing actual results with expected results and analyze the differences to identify impact and risks. Plan and conduct security authorization reviews and assurance case development for initial installation of software applications, systems, and networks. Understand, convey, and explain NIST 800-53 and other relevant Federal Government standards and frameworks. Perform, manage, and maintain Authority to Operate (ATO), Plans of Action and Milestones (POA&M), and Risk Acceptance (RA) processes. Perform, manage, and maintain Continuous Monitoring (ConMon) processes, to include vulnerability management and Information System Continuous Monitoring (ISCM).

**Minimum Education:** Bachelors Degree
Minimum Experience: 8 years

**Cybersecurity Compliance IV**

**Functional Responsibilities:** Senior level expertise in the following Governance, Risk Management, and Compliance (GRC) areas: Oversees, evaluates, and supports the documentation, validation, and accreditation processes necessary to assure that new information technology (IT) systems meet the organization’s information assurance (IA) and security requirements. Ensures appropriate treatment of risk, compliance, and assurance from internal and external perspectives. Develop methods to monitor and measure risk, compliance, and assurance efforts. Develop specifications to ensure risk, compliance, and assurance efforts conform with security, resilience, and dependability requirements at the software application, system, and network environment level. Draft statements of preliminary or residual security risks for system operation. Maintain information systems assurance and accreditation materials. Monitor and evaluate a system's compliance with information technology (IT) security, resilience, and dependability requirements. Perform validation steps, comparing actual results with expected results and analyze the differences to identify impact and risks. Plan and conduct security authorization reviews and assurance case development for initial installation of software applications, systems, and networks. Understand, convey, and explain NIST 800-53 and other relevant Federal Government standards and frameworks. Perform, manage, and maintain Authority to Operate (ATO), Plans of Action and Milestones (POA&M), and Risk Acceptance (RA) processes. Perform, manage, and maintain Continuous Monitoring (ConMon) processes, to include vulnerability management and Information System Continuous Monitoring (ISCM).

Minimum Education: Bachelors Degree

Minimum Experience: 10 years

**Cybersecurity Engineer I**

**Functional Responsibilities:** Associate level expertise in Cybersecurity Engineering. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Perform a threat model, with focus on adversary and preventing known threats, using the MITRE ATT&CK(R) framework. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

Cybersecurity Engineer II

Functional Responsibilities: Junior level expertise in Cybersecurity Engineering. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Perform a threat model, with focus on adversary and preventing known threats, using the MITRE ATT&CK(R) framework. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

Cybersecurity Engineer III

Functional Responsibilities: Mid level expertise in Cybersecurity Engineering. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Perform a threat model, with focus on adversary and preventing known threats, using the MITRE ATT&CK(R) framework. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

Minimum Education: Bachelors Degree
Minimum Experience: 8 years
Cybersecurity Engineer IV

**Functional Responsibilities:** Senior level expertise in Cybersecurity Engineering. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Perform a threat model, with focus on adversary and preventing known threats, using the MITRE ATT&CK(R) framework. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 10 years

Cybersecurity Engineer V

**Functional Responsibilities:** Principle level expertise in Cybersecurity Engineering. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Perform a threat model, with focus on adversary and preventing known threats, using the MITRE ATT&CK(R) framework. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

**Minimum Education:** Masters Degree
**Minimum Experience:** 12 years
Cybersecurity Manager IV

**Functional Responsibilities:** Senior level expertise in management and leadership of cyber teams. Responsible for the coordination and supervision of a specific technical task or function. Ensures all activities are carried out in accordance with project commitments or specific objectives. Typically supervises more than 30 employees. Responsible for day-to-day coordination and administration of tasks by ensuring quality and productivity standards are maintained while meeting client schedules. Coordinates with other contract and subcontract personnel to ensure work moves smoothly from one functional area to another. Works with project manager and/or client to prepare work schedules and man-hour estimates. Ensures proper training of subordinates. Maintains record of changes in instructions and ensures all team members are informed of changes. Assigns, reviews subordinates’ performance and may prepare performance evaluations. Ensures completion of administrative reporting (timecards, daily statistics, logs, and task narratives.) Responds to client requests and questions. Assists with writing manuals and other documentation. Responsible for status and task management reports for area of responsibility. Sets up and manages project facilities as dictated by workload requirements.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

Cybersecurity Program Manager II

**Functional Responsibilities:** Junior Cyber Program Manager who applies extensive expertise as a generalist or specialist. Has demonstrated experience in providing management or governance of enterprise-level cloud solutions; solves complex problems which require the regular use of ingenuity and creativity. Performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives. May function in project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts. Monitors cyber technology trends such as emerging standards for new technology opportunities.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 7 years

Cybersecurity Program Manager V

**Functional Responsibilities:** Junior Cyber Program Manager who applies extensive expertise as a generalist or specialist. Has demonstrated experience in providing management or governance of enterprise-level cloud solutions; solves complex problems which require the regular use of ingenuity and creativity. Performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives. May function in project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts. Monitors cyber technology trends such as emerging standards for new technology opportunities.

**Minimum Education:** Masters Degree  
**Minimum Experience:** 16 years
**Cybersecurity Project Lead II**

**Functional Responsibilities:** Junior level expertise in Cybersecurity Project Management. Demonstrates limited to full use and/or application of standard cybersecurity principles, theories, concepts, and techniques. Supervision is general while following established procedures. Contact is primarily intra-organizational with infrequent inter-organizational and outside customer contact. Typically acts as a Team Lead or small project coordinator.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

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**Cybersecurity Project Lead IV**

**Functional Responsibilities:** Senior level expertise in Cybersecurity Project Management. Demonstrates full use of advanced cybersecurity principles, theories, concepts, and techniques. Usually oversees complex problems. Supervision is rare while following established procedures. Contact includes both intra-organizational and inter-organizational contact. Decisions result in organizations achieving goals critical to major objectives. Advises senior management and customers on advanced research. Managerial/leadership experience required.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

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**Cybersecurity Solutions Architect III**

**Functional Responsibilities:** Mid Level Cyber Solutions Architect with specific experience in federal or state government enterprise-level programs who demonstrates knowledge in wide application of principles, theories and concepts in his/her field and provides solutions to a wide range of difficult problems with imaginative and thorough solutions; has demonstrated experience in some of the following topics: cyber computing strategy including assessing cyber solutions, developing cyber adoption plans, cyber application architecture, design, development, testing and cyber management, security, and monitoring; works under very general supervision and results are reviewed upon completion for adequacy in meeting cyber-related objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts, and provides solutions to difficult technical problems related to specific projects.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 8 years

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**Cybersecurity Solutions Architect IV**

**Functional Responsibilities:** Senior Level Cyber Solutions Architect with specific experience in federal or state government enterprise-level programs who demonstrates knowledge in wide application of principles, theories and concepts in his/her field and provides solutions to a wide range of difficult problems with imaginative and thorough solutions; has demonstrated experience in some of the following topics: cyber computing strategy including assessing cyber solutions, developing cyber adoption plans, cyber application architecture, design, development, testing and cyber management,
security, and monitoring; works under very general supervision and results are reviewed upon completion for adequacy in meeting cyber-related objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts, and is able to provide solutions to difficult technical problems related to specific project.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

**Cybersecurity Solutions Architect V**  
**Functional Responsibilities:** Senior Level Cyber Solutions Architect with specific experience in federal or state government enterprise-level programs who demonstrates knowledge in wide application of principles, theories and concepts in his/her field and provides solutions to a wide range of difficult problems with imaginative and thorough solutions; has demonstrated experience in most of the following topics: cyber computing strategy including assessing cyber solutions, developing cyber adoption plans, cyber application architecture, design, development, testing and cyber management, security, and monitoring; works under very general supervision and results are reviewed upon completion for adequacy in meeting cyber-related objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts, and is able to independently provide solutions to difficult technical problems related to specific projects.

**Minimum Education:** Masters Degree  
**Minimum Experience:** 12 years

**Cybersecurity Solutions Architect VI**  
**Functional Responsibilities:** Principle Level Cyber Solutions Architect who applies extensive expertise as a generalist or specialist with specific experience in federal or state government enterprise-level programs; has experience developing cyber strategy including assessing cyber solutions, developing cyber adoption plans, cyber application architecture, design, development, testing and cyber management, security, and monitoring; solves complex problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives; may function in cyber project leadership roles and represents the organization as prime customer contact on significant technical matters on contracts.

**Minimum Education:** Masters Degree  
**Minimum Experience:** 20 years

**Cybersecurity Specialist I**  
**Functional Responsibilities:** Associate level expertise in several Cybersecurity Specialty Areas. Has knowledge pertaining to assessing cyber solutions, developing cyber application architecture, design, development, testing and cyber management, security, and monitoring. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and
report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 1 year

**Cybersecurity Specialist II**

**Functional Responsibilities:** Junior level expertise in several Cybersecurity Specialty Areas. Has experience assessing cyber solutions, developing cyber application architecture, design, development, testing and cyber management, security, and monitoring. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

**Cybersecurity Specialist III**

**Functional Responsibilities:** Mid level expertise in several Cybersecurity Specialty Areas. Has experience assessing cyber solutions, developing cyber application architecture, design, development, testing and cyber management, security, and monitoring. Capture security requirements during the requirements phase to integrate security within the process and systems, from the beginning. Design and implement security controls to meet security requirements, in the context of the threat model. Perform system configuration and hardening of security technologies. Maintain, monitor, and report on security tool
status. Confer with systems analysts, software engineers, programmers, and others to design applications and to obtain information on project limitations and capabilities, performance requirements, and interfaces. Consult with software engineering staff to evaluate interface between hardware and software. Develop and direct software system testing and validation procedures, programming, and documentation. Identify security issues around steady state operation and management of software, and incorporate security measures that must be taken when a product reaches its end of life. Perform risk analysis (e.g., threat, vulnerability, and probability of occurrence) whenever an application or system undergoes a major change. Recognize security implications in the software acceptance phase including completion criteria, risk acceptance and documentation, common criteria, and methods of independent testing. Perform penetration testing as required for new or updated applications or network environments.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 8 years

**Experience & Degree Substitution Equivalencies**

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associates</td>
<td>High School/GED + 2 years relevant experience</td>
</tr>
<tr>
<td>Bachelors</td>
<td>Associates degree + 2 years relevant experience or High School/GED + 4 years relevant experience</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelors + 2 years relevant experience or Associates degree + 4 years relevant experience or High School/GED + 6 years of relevant experience</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Masters + 2 years relevant experience or Bachelors + 4 years or Associates + 6 years relevant experience or High School/GED + 8 years relevant experience</td>
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</tbody>
</table>
Labor Category Descriptions
SIN 54151S

IT Business Analyst II

**Functional Responsibilities:** A junior resource, the IT Business Analyst II reviews, analyzes, and evaluates business systems and user needs; writes detailed description of user needs, program functions and steps required to modify current or to develop new IT-focused business initiatives; assesses products and processes for compliance with government standards; and prepares milestone status reports and presentations. Resource planning may include a need for IT-focused investment analysis, data warehousing, return on investment analysis, human resource analysis, material management, logistics, supply chain management, and knowledge management. This resource executes these activities under more general supervision relative to a Developer I.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 3 years

IT Business Analyst III

**Functional Responsibilities:** A mid-level resource, the IT Business Analyst III reviews, analyzes, and evaluates business systems and user needs; writes detailed description of user needs, program functions and steps required to modify current or to develop new IT-focused business initiatives; assesses products and processes for compliance with government standards; and prepares milestone status reports and presentations. Resource planning may include a need for IT-focused investment analysis, data warehousing, return on investment analysis, human resource analysis, material management, logistics, supply chain management, and knowledge management. This resource executes these activities with a significant level of autonomy, relative to more junior business analysts.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 5 years

IT Business Analyst IV

**Functional Responsibilities:** A mid-level resource, the IT Business Analyst IV reviews, analyzes, and evaluates business systems and user needs; writes detailed description of user needs, program functions and steps required to modify current or to develop new IT-focused business initiatives; assesses products and processes for compliance with government standards; and prepares milestone status reports and presentations. Resource planning may include a need for IT-focused investment analysis, data warehousing, return on investment analysis, human resource analysis, material management, logistics, supply chain management, and knowledge management. This resource executes these activities in a largely self-directed fashion, focused on long-term objectives.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 8 years

IT Business Analyst V

**Functional Responsibilities:** An experienced resource, the IT Business Analyst V reviews, analyzes, and evaluates business systems and user needs; writes detailed description of user needs, program functions and steps required to modify current or to develop new IT-focused business initiatives; assesses products and processes for compliance with government standards; and prepares milestone status
reports and presentations. Resource planning may include a need for IT-focused investment analysis, data warehousing, return on investment analysis, human resource analysis, material management, logistics, supply chain management, and knowledge management. This resource executes these activities in a largely self-directed fashion, focused on long-term objectives.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

**IT Business Analyst VI**  
**Functional Responsibilities:** An experienced resource, the IT Business Analyst VI reviews, analyzes, and evaluates business systems and user needs; writes detailed description of user needs, program functions and steps required to modify current or to develop new IT-focused business initiatives; assesses products and processes for compliance with government standards; and prepares milestone status reports and presentations. Resource planning may include a need for IT-focused investment analysis, data warehousing, return on investment analysis, human resource analysis, material management, logistics, supply chain management, and knowledge management. This resource executes these activities in a largely self-directed fashion, focused on long-term objectives.

**Minimum Education:** Masters Degree  
**Minimum Experience:** 12 years

**IT Config Mgmt II**  
**Functional Responsibilities:** A junior-level resource, the Config Mgmt II documents and coordinates changes to the company's system configurations; reviews and implements requested changes; and develops documentation guidelines. This resource executes these activities under more general supervision, relative to Config Mgmt I.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

**IT Config Mgmt III**  
**Functional Responsibilities:** An intermediate-level resource, the Config Mgmt III documents and coordinates changes to the company's system configurations; reviews and implements requested changes; and develops documentation guidelines. This resource executes these activities with an increased level of autonomy and limited direction, relative to more junior Config Mgmt resources.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 5 years

**IT Data Engineer II**  
**Functional Responsibilities:** The IT Data Engineer II manages and coordinates with internal or external parties the collection, compilation, normalization, and standard analysis of data assets across diverse projects and data platforms; develops, maintains, evaluates, and tests evaluates data solutions within an organization; and develops and executes plans, policies, and practices that control, protect, deliver, and enhance the value and integrity of the organization's data and information assets and programs.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years
IT Developer I

**Functional Responsibilities:** An entry-level resource, the IT Developer I develops, plans, and analyzes, designs products, and programs computer software that requires extensive research. Utilizes advanced knowledge in the field of computer science or software engineering along with advanced knowledge of software development and methodologies; and executes these activities under focused supervision.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 1 years

IT Developer II

**Functional Responsibilities:** A junior resource, the IT Developer II develops, plans, and analyzes, designs products, and programs computer software that requires extensive research. Utilizes advanced knowledge in the field of computer science or software engineering along with advanced knowledge of software development and methodologies; and executes these activities under more general supervision relative to an IT Developer I.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 3 years

IT Developer III

**Functional Responsibilities:** A mid-level resource, the IT Developer III develops, plans, and analyzes, designs products, and programs computer software that requires extensive research. Utilizes advanced knowledge in the field of computer science or software engineering along with advanced knowledge of software development and methodologies; and executes these activities with a significant level of autonomy, relative to more junior developers.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 5 years

IT Developer IV

**Functional Responsibilities:** An experienced resource, the IT Developer IV develops, plans, and analyzes, designs products, and programs computer software that requires extensive research. Utilizes advanced knowledge in the field of computer science or software engineering along with advanced knowledge of software development and methodologies; and executes these activities in a largely self-directed fashion, focused on long-term objectives.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 8 years

IT Developer V

**Functional Responsibilities:** An experienced resource, the IT Developer V develops, plans, and analyzes, designs products, and programs computer software that requires extensive research. Utilizes advanced knowledge in the field of computer science or software engineering along with advanced knowledge of software development and methodologies; and executes these activities in a largely self-directed fashion, focused on long-term objectives.

**Minimum Education:** Bachelors Degree
Minimum Experience: 10 years

**IT Engineer I**

**Functional Responsibilities:** Entry level IT Engineer who demonstrates limited to full use and/or application of standard technology-based principles, theories, concepts, and techniques; provides solutions to a variety of technical problems of limited scope; supervision can be close or general while following established procedures; contact is primarily intra-organizational with infrequent inter-organizational and outside customer contacts.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

**IT Engineer II**

**Functional Responsibilities:** IT Engineer who demonstrates knowledge in wide application of IT principles, theories, and concepts in his/her field and provides solutions to a wide range of difficult technical problems with imaginative and thorough solutions; works under very general supervision and results are reviewed upon completion for adequacy in meeting objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts; and provides solutions to difficult technical problems related to specific projects.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

**IT Engineer IV**

**Functional Responsibilities:** Mid-level IT Engineer who applies extensive IT expertise as a generalist or specialist; solves complex technical problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives; may function in project leadership roles; and represents the organization as prime customer contact on significant technical matters on contracts.

Minimum Education: Bachelors Degree
Minimum Experience: 8 years

**IT Engineer V**

**Functional Responsibilities:** Senior IT Program Manager who performs as a recognized technical authority in his/her field and exhibits an exceptional degree of ingenuity, creativity, and resourcefulness; applies and/or develops highly advanced technology-based principles, theories, and concepts in managing large scale contracts; acts independently to resolve major problems; manages, leads, and advises staff members in order to meet established objectives; responsible for accomplishing long range objectives; self–supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; and acts as a consultant to senior management and prime spokesperson to customer on company capabilities and future efforts.

Minimum Education: Bachelors Degree
Minimum Experience: 10 years
**IT Enterprise Architect I**


**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

**IT Enterprise Architect II**


**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 7 years

**IT Enterprise Solutions Engineer II**

*Functional Responsibilities:* IT Engineer with specific experience in federal or state government enterprise level programs who demonstrates knowledge in wide application of principles, theories, and concepts in his/her field and provides solutions to a wide range of difficult problems with imaginative and thorough solutions; works under very general supervision and results are reviewed upon completion for adequacy in meeting objectives; decisions achieve schedule and cost objectives; maintains frequent internal and external customer contacts; and provides solutions to difficult technical problems related to specific projects.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

**IT Enterprise Solutions Engineer III**

*Functional Responsibilities:* IT Engineer who applies extensive expertise as a generalist or specialist with specific experience in federal or state government enterprise-level programs; solves complex problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives; may function in project leadership roles; and represents the organization as prime customer contact on significant technical matters on contracts.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 5 years
**IT Enterprise Solutions Engineer IV**

**Functional Responsibilities:** Mid-level IT Engineer who applies extensive IT expertise as a generalist or specialist with significant experience in federal or state government enterprise-level programs; solves complex technical problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; decisions result in an organization achieving critical organizational objectives; may function in project leadership roles; and represents the organization as prime customer contact on significant technical matters on contracts.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 8 years

**IT Enterprise Solutions Engineer V**

**Functional Responsibilities:** Senior IT Engineer who applies extensive experience in implementing federal and state government enterprise-level solutions. Is recognized as a authority in his/her field, exhibiting an exceptional degree of ingenuity, creativity, and resourcefulness; applies and/or develops highly advanced IT principles, theories, and concepts in managing large scale contracts; acts independently to resolve major technical problems; manages, leads, and advises staff members in order to meet established objectives; responsible to accomplish long range objectives; self–supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; act as a consultant to senior management and prime spokesperson to customer on company capabilities and future efforts.

**Minimum Education:** Masters Degree
**Minimum Experience:** 12 years

**IT Functional Analyst II**

**Functional Responsibilities:** A junior level resource, Functional Analyst must have experience working with customers, users, and project leads in analyzing, designing, implementing, and supporting a wide variety of IT business systems covering many diverse applications such as healthcare and financial systems.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 3 years

**IT Functional Analyst III**

**Functional Responsibilities:** A mid-level resource, Functional Analyst must have experience working with customers, users, and project leads in analyzing, designing, implementing, and supporting a wide variety of IT business systems covering many diverse applications such as healthcare and financial systems.

**Minimum Education:** Bachelors Degree
**Minimum Experience:** 5 years

**IT Functional Analyst IV**

**Functional Responsibilities:** An experienced resource, the Functional Analyst must have experience working with customers, users, and project leads in analyzing, designing, implementing, and supporting a wide variety of IT business systems covering many diverse applications such as healthcare and financial systems.
Minimum Education: Bachelors Degree
Minimum Experience: 8 years

IT Functional Expert I

Functional Responsibilities: The Entry Level IT Functional Expert oversees research, administers studies, evaluates survey results to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as technical.

Minimum Education: Bachelors Degree
Minimum Experience: 2 years

IT Functional Expert II

Functional Responsibilities: The IT Functional Expert oversees research, administers studies, evaluates survey results to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as technical.

Minimum Education: Bachelors Degree
Minimum Experience: 6 years

IT Helpdesk - Database I

Functional Responsibilities: The Helpdesk - Database I is an entry-level resource with some specific knowledge of databases and database administration. This resource gives technical assistance and support for incoming questions and issues related to computer systems, software, and hardware. Assesses and troubleshoots computer support problems, performs diagnostic tests on programs, finds problems, and determines and implements solutions, applying understanding of computer software and hardware products and services.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

IT Helpdesk - Network I

Functional Responsibilities: The Helpdesk - Network I is an entry-level resource with some specific expertise in networks and network administration. This resource gives technical assistance and support for incoming questions and issues related to computer systems, software, and hardware. Assesses and troubleshoots computer support problems, performs diagnostic tests on programs, finds problems, and determines and implements solutions, applying understanding of computer software and hardware products and services.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

IT Helpdesk - System Admin I

Functional Responsibilities: The Helpdesk - System Admin I has subject matter expertise in systems administration, which this resource leverages to give focused technical assistance and support for incoming questions and issues related to computer systems, software, and hardware. Assesses and
troubleshoots computer support problems, performs diagnostic tests on programs, finds problems; and
determines and implements solutions, applying understanding of computer software and hardware
products and services.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

IT Helpdesk - System Admin II

Functional Responsibilities: The Helpdesk - System Admin II is a junior-level resource that has subject
matter expertise in systems administration, which this resource leverages to give focused technical
assistance and support for incoming questions and issues related to computer systems, software, and
hardware. Assesses and troubleshoots computer support problems; performs diagnostic tests on
programs, finds problems, and determines and implements solutions, applying understanding of
computer software and hardware products and services.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

IT Helpdesk Specialist I

Functional Responsibilities: The Helpdesk Specialist II is an entry-level generalist resource that gives
technical assistance and support for incoming questions and issues related to computer systems,
software, and hardware. Assesses and troubleshoots computer support problems, performs diagnostic
tests on programs, finds problem, and determines and implements solutions, applying understanding of
computer software and hardware products and services.

Minimum Education: Bachelors Degree
Minimum Experience: 1 year

IT Information Assurance Specialist III

Functional Responsibilities: Determines enterprise Information Assurance (IA) and security standards.
Develops and implements IA/security standards and procedures. Coordinates, develops, and evaluates
security programs for an organization. Recommends IA/security solutions to support customer
requirements. Identifies, reports, and resolves security violations. Establishes and satisfies IA and
security requirements based upon the analysis of user, policy, regulatory, and resource demands.
Supports customers at the highest levels in the development and implementation of doctrine and
policies. Applies know-how to government and commercial common user systems, as well as to
dedicated special purpose systems requiring specialized security features and procedures. Performs
analysis, design, and development of security features for system architectures. Analyzes and defines
security requirements for computer systems which may include mainframes, workstations, and personal
computers. Designs, develops, engineers, and implements solutions that meet security requirements.
Provides integration and implementation of the computer system security solution.

Analyzes general IA-related technical problems and provides basic engineering and technical support in
solving these problems. Performs vulnerability/risk analyses of computer systems and applications
during all phases of the system development life cycle. Ensures that all information systems are
functional and secure. 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.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 8 years

**IT Program Manager I**

**Functional Responsibilities:** IT Program Manager is a junior resource who demonstrates knowledge in wide application of technology-based principles, theories, and concepts in his/her field and provides solutions to a wide range of problems with imaginative and thorough solutions; works under supervision and results are reviewed upon completion for adequacy in meeting objectives; decisions achieve program schedule and cost objectives; maintains frequent internal and external customer contacts; and provides solutions to difficult technical problems related to specific projects.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years

**IT Program Manager II**

**Functional Responsibilities:** IT Program Manager II is a mid-level resource who applies expertise as a generalist or specialist; solves challenging technology-based problems which require the regular use of ingenuity and creativity; performs work without appreciable direction and is reviewed for desired results from a relatively long term perspective; makes decisions that result in an organization achieving critical organizational objectives; may function in project leadership roles; and represents the organization as prime customer contact on certain technical matters on contracts.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 5 years

**IT Program Manager III**

**Functional Responsibilities:** IT Program Manager III is a senior level resource who applies advanced concepts, theories, and principles and contributes toward the development of new technology-based principles and concepts; works complex IT problems with consultative direction rather than formal supervision and provides technical direction to others; and makes decisions that result in an organization achieving goals critical to major organizational objectives, improving the image of the organization’s technological capability. Managerial/leadership experience skills are necessary.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 10 years

**IT Program Manager V**

**Functional Responsibilities:** Executive IT Program Manager who performs as a recognized authority in his/her field and exhibits an exceptional degree of ingenuity, creativity, and resourcefulness; applies and/or develops highly advanced technology-based principles, theories, and concepts in managing large scale contracts; acts independently to resolve major IT problems; manages, leads, and advises staff members in order to meet established objectives; responsible to accomplish long range objectives; self-supervised; decisions have a prolonged positive effect on organization’s reputation and business posture; and acts as a consultant to senior management and prime spokesperson to customer on company capabilities and future efforts.
Minimum Education: Masters Degree
Minimum Experience: 16 years

**IT Project Manager II**
Functional Responsibilities: IT Project Manager II is a junior-level resource that coordinates activities in support of priorities for complete life-cycle of IT projects; manages tasks in support of the planning, design, programming, testing, and implementation of solutions designed to meet the project requirements; determines project needs and plans resources required for the success of the project; and develops project plans which identify needs and define major tasks and milestones, based on scope, resources, budget, and personnel.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

**IT Project Support II**
Functional Responsibilities: Intermediate level IT Project Support Associate who performs in the business operations functional areas as finance, contracts, subcontracts, or purchasing on IT Programs. The Project Support II skills support related infrastructure activities. The Project Support II typically prepares budgets, supports project scheduling, prepares statistical reports, and procures IT equipment.

Minimum Education: Bachelors Degree
Minimum Experience: 3 years

**IT Project Support III**
Functional Responsibilities: Mid-level IT Project Support Associate who performs in the business operations functional areas as finance, contracts, subcontracts, or purchasing on IT Programs. The Project Support III skills support related infrastructure activities. The Project Support III typically prepares budgets, supports project scheduling, prepares statistical reports, and procures IT equipment.

Minimum Education: Bachelors Degree
Minimum Experience: 7 years

**IT Project Support IV**
Functional Responsibilities: Senior level IT Project Support Associate who performs in the business operations functional areas as finance, contracts, subcontracts, or purchasing on IT Programs. The Project Support I skills support related infrastructure activities. The Project Support IV typically prepares budgets, supports project scheduling, prepares statistical reports, and procures IT equipment. The Project Support IV position uses skills to support complex task related activities.

Minimum Education: Masters Degree
Minimum Experience: 8 years

**IT Subject Matter Consultant IV**
Functional Responsibilities: The IT Subject Matter Consultant IV is a senior IT Subject Matter Expert (SME) who performs as a recognized authority in his/her field and exhibits a significant degree of ingenuity, creativity, and resourcefulness. Applies and/or develops highly advanced principles, theories, and concepts, providing new, specialized, or unique and significant expertise necessary to the program.
management team. Impact to the program may have a prolonged positive effect on organization’s reputation and business posture. Acts as a consultant to senior management and may act as a secondary spokesman to customer on program efforts.

**Minimum Education:** Masters Degree  
**Minimum Experience:** 12 years

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**IT Systems Administrator III**  
**Functional Responsibilities:** The Systems Administrator III is a mid-level resource that administers, develops, runs tests on, implements, and maintains operating system and related software; establishes and implements standards for computer operations for compatibility between hardware and software, according to specifications and parameters; troubleshoots and resolves software, operating system, and networking problems; schedules, performs, and monitors system backups and, when necessary; and performs data recoveries. The Systems Administrator III executes these activities with relatively greater autonomy relative to the Systems Administrator II.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 5 years

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**IT Technical Writer I**  
**Functional Responsibilities:** An entry level resource, the Technical Writer writes and updates material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, installation, operation, and maintenance.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 1 year

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**IT Test Engineer II**  
**Functional Responsibilities:** Intermediate-level IT Test Engineer tests and evaluates software applications and systems; generates historical analysis of test results; documents anomalies and issues; develops and documents application test plans based on software requirements and technical specifications; and creates meaningful error handling procedures for application code. Works under supervision and results are reviewed upon completion for adequacy in meeting objectives.

**Minimum Education:** Bachelors Degree  
**Minimum Experience:** 3 years
**Experience & Degree Substitution Equivalencies**

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associates</td>
<td>High School/GED + 2 years relevant experience</td>
</tr>
<tr>
<td>Bachelors</td>
<td>Associates degree + 2 years relevant experience or High School/GED + 4 years relevant experience</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelors + 2 years relevant experience or Associates degree + 4 years relevant experience or High School/GED + 6 years of relevant experience</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Masters + 2 years relevant experience or Bachelors + 4 years or Associates + 6 years relevant experience or High School/GED + 8 years relevant experience</td>
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</tbody>
</table>