



**HIGHRISE CONSULTING, INC.**

[www.highriseconsulting.com](http://www.highriseconsulting.com)

**GENERAL SERVICES ADMINISTRATION**  
Federal Acquisition Service  
**Authorized Federal Supply Schedule FSS Price List**

**Highrise Consulting Inc**

7104 Saunders CT

Bethesda, MD 20817

(P) 301-466-5231 | (F) 301-648-3104

[www.highriseconsulting.com](http://www.highriseconsulting.com)

Contract Administrator: Roman Tokman, [rtokman@highriseconsulting.com](mailto:rtokman@highriseconsulting.com)

Contract Number: 47QTCA25D00CC

Contract Period: 07/09/2025 – 07/08/2030

Business Size: Other than Small Business

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

Pricelist current as of Modification PO-0001 effective July 9, 2025.

Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA Advantage!®. The website for GSA Advantage!® is: <https://www.GSAAdvantage.gov>.

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

**CUSTOMER INFORMATION:**

**1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**

<b>SIN</b>	<b>SIN Description</b>
54151HEAL/54151HEALRC	Health Information Technology Services
54151S/54151SRC	Information Technology Professional Services
OLM/OLMRC	Order Level Materials

**1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. See pricing beginning on page 4.**

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

**2. Maximum Order:** SINs 54151HEAL and 54151S - \$500,000  
SIN OLM - \$250,000

**3. Minimum Order:** \$100.00

**4. Geographic Coverage:** Worldwide

**5. Point(s) of production:** Same as company address

**6. Discount from list prices or statement of net price:** Government net prices (discounts already deducted).

**7. Quantity discounts:** None

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

**9. Foreign items:** None

**10a. Time of Delivery:** As negotiated with Ordering Agency

**10b. Expedited Delivery:** Items available for expedited delivery are noted in this price list. Contact Contractor

**10c. Overnight and 2-day delivery:** Contact Contractor

**10d. Urgent Requirements:** Contact Contractor

**11. F.O.B Points: Destination**

**12a. Ordering Address:** Highrise Consulting Inc  
ATN: Roman Tokman  
7104 Saunders Court  
Bethesda, MD 20817  
(P) 301-466-5231 | rtokman@highriseconsulting.com

**12b. Ordering procedures:** See Federal Acquisition Regulation (FAR) 8.405-3.

**13. Payment address:** Highrise Consulting Inc  
ATN: Roman Tokman  
7104 Saunders Court  
Bethesda, MD 20817  
(P) 301-466-5231 | rtokman@highriseconsulting.com

**14. Warranty provision:** Contractor's standard commercial warranty.

**15. Export Packing Charges:** N/A

**16. Terms and conditions of rental, maintenance, and repair:** N/A

**17. Terms and conditions of installation:** N/A

**18a. Terms and conditions of repair parts:** N/A

**18b. Terms and conditions for any other services:** N/A

**19. List of service and distribution points:** N/A

**20. List of participating dealers:** N/A

**21. Preventive maintenance:** N/A

**22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A

**22b. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at:**  
<https://www.Section508.gov/> and [www.highriseconsulting.com](http://www.highriseconsulting.com).

**23. Unique Entity Identifier (UEI) Number:** NTHHMWJJ7N8

**24. Notification regarding registration in System for Award Management (SAM) database:**  
Highrise Consulting Inc is registered.

**GSA Hourly Rates (w/IFF)  
SIN 54151HEAL**

<b>Labor Category</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
	<b>07/09/25 – 07/08/26</b>	<b>07/09/26 – 07/08/27</b>	<b>07/09/27 – 07/08/28</b>	<b>07/09/28 – 07/08/29</b>	<b>07/09/29 – 07/08/30</b>
Health IT Application Developer 1	\$64.15	\$66.02	\$67.93	\$69.90	\$71.93
Health IT Application Developer 2	\$86.65	\$89.16	\$91.75	\$94.41	\$97.15
Health IT Application Developer 3	\$103.73	\$106.74	\$109.83	\$113.02	\$116.29
Health IT Application Developer 4	\$115.05	\$118.39	\$121.82	\$125.36	\$129.00
Health IT BPM Engineer 1	\$152.44	\$156.87	\$161.42	\$166.11	\$170.92
Health IT Business Analyst 1	\$141.30	\$145.40	\$149.61	\$153.95	\$158.42
Health IT Business Analyst 2	\$149.33	\$153.66	\$158.12	\$162.70	\$167.42
Health IT Configuration Manager 1	\$126.86	\$130.54	\$134.33	\$138.23	\$142.24
Health IT Configuration Manager 2	\$135.06	\$138.98	\$143.01	\$147.16	\$151.44
Health IT Database Administrator 1	\$101.71	\$104.66	\$107.70	\$110.82	\$114.04
Health IT Database Administrator 2	\$121.39	\$124.91	\$128.53	\$132.26	\$136.10
Health IT Database Administrator 3	\$131.17	\$134.98	\$138.90	\$142.93	\$147.07
Health IT Database Administrator 4	\$146.55	\$150.80	\$155.17	\$159.68	\$164.31
Health IT Help Desk Analyst 1	\$43.39	\$44.64	\$45.93	\$47.26	\$48.63
Health IT Help Desk Analyst 2	\$56.35	\$57.98	\$59.67	\$61.40	\$63.18
Health IT Help Desk Analyst 3	\$75.72	\$77.91	\$80.17	\$82.50	\$84.89
Health IT Project Manager 1	\$141.30	\$145.40	\$149.61	\$153.95	\$158.42
Health IT QA Analyst 1	\$102.89	\$105.87	\$108.95	\$112.11	\$115.37
Health IT QA Analyst 2	\$110.40	\$113.60	\$116.90	\$120.28	\$123.77
Health IT QA Analyst 3	\$121.37	\$124.89	\$128.50	\$132.23	\$136.07
Health IT QA Tester 1	\$71.73	\$73.80	\$75.94	\$78.15	\$80.41
Health IT QA Tester 2	\$87.83	\$90.38	\$93.00	\$95.70	\$98.47
Health IT QA Tester 3	\$98.85	\$101.72	\$104.68	\$107.71	\$110.83
Health IT Requirements Analyst 1	\$119.62	\$123.08	\$126.65	\$130.33	\$134.11
Health IT Requirements Analyst 2	\$121.39	\$124.91	\$128.53	\$132.26	\$136.10

Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
	07/09/25 – 07/08/26	07/09/26 – 07/08/27	07/09/27 – 07/08/28	07/09/28 – 07/08/29	07/09/29 – 07/08/30
Health IT Security Analyst 1	\$111.38	\$114.61	\$117.93	\$121.35	\$124.87
Health IT Security Analyst 2	\$146.99	\$151.25	\$155.64	\$160.15	\$164.80
Health IT Software Architect 1	\$133.46	\$137.33	\$141.31	\$145.41	\$149.63
Health IT Software Architect 2	\$143.54	\$147.70	\$151.98	\$156.38	\$160.92
Health IT Software Developer 1	\$112.21	\$115.47	\$118.81	\$122.26	\$125.80
Health IT Software Engineer 1	\$119.21	\$122.67	\$126.23	\$129.88	\$133.65
Health IT Software Engineer 2	\$137.60	\$141.59	\$145.70	\$149.92	\$154.28
Health IT Software Engineer 3	\$147.12	\$151.39	\$155.78	\$160.29	\$164.94
Health IT Subject Matter Expert 1	\$109.92	\$113.11	\$116.39	\$119.77	\$123.24
Health IT Subject Matter Expert 2	\$127.90	\$131.61	\$135.43	\$139.36	\$143.40
Health IT Subject Matter Expert 3	\$176.97	\$182.10	\$187.38	\$192.81	\$198.40
Health IT Subject Matter Expert 4	\$205.86	\$211.84	\$217.98	\$224.30	\$230.81
Health IT System Administrator 1	\$56.37	\$58.01	\$59.69	\$61.42	\$63.20
Health IT System Administrator 2	\$88.71	\$91.27	\$93.92	\$96.64	\$99.45
Health IT System Administrator 3	\$113.93	\$117.24	\$120.63	\$124.13	\$127.73
Health IT System Administrator 4	\$136.82	\$140.79	\$144.87	\$149.07	\$153.39
Health IT Systems Analyst 1	\$79.83	\$82.15	\$84.52	\$86.97	\$89.49
Health IT Systems Analyst 2	\$94.84	\$97.59	\$100.42	\$103.34	\$106.33
Health IT Systems Analyst 3	\$120.76	\$124.26	\$127.87	\$131.58	\$135.40
Health IT Technical Writer 1	\$75.92	\$78.13	\$80.39	\$82.72	\$85.12
Health IT Technical Writer 2	\$84.69	\$87.14	\$89.67	\$92.27	\$94.95
Health IT Trainer 1	\$78.40	\$80.68	\$83.01	\$85.42	\$87.90
Health IT Trainer 2	\$94.10	\$96.83	\$99.64	\$102.53	\$105.50

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Consolidated MAS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), 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, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**GSA Hourly Rates (w/IFF)  
SIN 54151S**

<b>Labor Category</b>	<b>Year 1 07/09/25 – 07/08/26</b>	<b>Year 2 07/09/26 – 07/08/27</b>	<b>Year 3 07/09/27 – 07/08/28</b>	<b>Year 4 07/09/28 – 07/08/29</b>	<b>Year 5 07/09/29 – 07/08/30</b>
IT Application Developer 1	\$64.15	\$66.02	\$67.93	\$69.90	\$71.93
IT Application Developer 2	\$86.65	\$89.16	\$91.75	\$94.41	\$97.15
IT Application Developer 3	\$103.73	\$106.74	\$109.83	\$113.02	\$116.29
IT Application Developer 4	\$115.05	\$118.39	\$121.82	\$125.36	\$129.00
IT BPM Engineer 1	\$152.44	\$156.87	\$161.42	\$166.11	\$170.92
IT Business Analyst 1	\$141.30	\$145.40	\$149.61	\$153.95	\$158.42
IT Business Analyst 2	\$149.33	\$153.66	\$158.12	\$162.70	\$167.42
IT Configuration Manager 1	\$126.86	\$130.54	\$134.33	\$138.23	\$142.24
IT Configuration Manager 2	\$135.06	\$138.98	\$143.01	\$147.16	\$151.44
IT Database Administrator 1	\$101.71	\$104.66	\$107.70	\$110.82	\$114.04
IT Database Administrator 2	\$121.39	\$124.91	\$128.53	\$132.26	\$136.10
IT Database Administrator 3	\$131.17	\$134.98	\$138.90	\$142.93	\$147.07
IT Database Administrator 4	\$146.55	\$150.80	\$155.17	\$159.68	\$164.31
IT Help Desk Analyst 1	\$43.39	\$44.64	\$45.93	\$47.26	\$48.63
IT Help Desk Analyst 2	\$56.35	\$57.98	\$59.67	\$61.40	\$63.18
IT Help Desk Analyst 3	\$75.72	\$77.91	\$80.17	\$82.50	\$84.89
IT Project Manager 1	\$141.30	\$145.40	\$149.61	\$153.95	\$158.42
IT QA Analyst 1	\$102.89	\$105.87	\$108.95	\$112.11	\$115.37
IT QA Analyst 2	\$110.40	\$113.60	\$116.90	\$120.28	\$123.77
IT QA Analyst 3	\$121.37	\$124.89	\$128.50	\$132.23	\$136.07
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IT Requirements Analyst 1	\$119.62	\$123.08	\$126.65	\$130.33	\$134.11
IT Requirements Analyst 2	\$121.39	\$124.91	\$128.53	\$132.26	\$136.10

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	07/09/25 – 07/08/26	07/09/26 – 07/08/27	07/09/27 – 07/08/28	07/09/28 – 07/08/29	07/09/29 – 07/08/30
IT Security Analyst 1	\$111.38	\$114.61	\$117.93	\$121.35	\$124.87
IT Security Analyst 2	\$146.99	\$151.25	\$155.64	\$160.15	\$164.80
IT Software Architect 1	\$133.46	\$137.33	\$141.31	\$145.41	\$149.63
IT Software Architect 2	\$143.54	\$147.70	\$151.98	\$156.38	\$160.92
IT Software Developer 1	\$112.21	\$115.47	\$118.81	\$122.26	\$125.80
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IT Subject Matter Expert 1	\$109.92	\$113.11	\$116.39	\$119.77	\$123.24
IT Subject Matter Expert 2	\$127.90	\$131.61	\$135.43	\$139.36	\$143.40
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IT Systems Analyst 2	\$94.84	\$97.59	\$100.42	\$103.34	\$106.33
IT Systems Analyst 3	\$120.76	\$124.26	\$127.87	\$131.58	\$135.40
IT Technical Writer 1	\$75.92	\$78.13	\$80.39	\$82.72	\$85.12
IT Technical Writer 2	\$84.69	\$87.14	\$89.67	\$92.27	\$94.95
IT Trainer 1	\$78.40	\$80.68	\$83.01	\$85.42	\$87.90
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## Labor Category Descriptions SINs 54151HEAL

### Health IT Application Developer 1

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**Functional Responsibility:** Assists with the analysis of information requirements. Aids in the evaluation of problems with workflow, organization, and planning and helps in the development of appropriate corrective action. Performs software coding, and assists with testing, debugging, and documenting computer programs in Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Associates Degree

**Minimum Experience:** 3 Years

### Health IT Application Developer 2

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**Functional Responsibility:** Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Software Engineer and Applications Developer to interpret software requirements and design specifications to code, and integrate and test software components. Performs software coding of computer programs related to Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### Health IT Application Developer 3

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**Functional Responsibility:** Analyzes functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met. Possesses experience in information system design, including application programming on large-scale Database Management System (DBMS) and the development of complex software to satisfy design objectives.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### Health IT Application Developer 4

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**Functional Responsibility:** Analyzes functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develops block diagrams and logic flow charts. Translates detailed designs into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines

are met. Possesses experience in information system design, including application programming on large-scale Database Management System (DBMS) and the development of complex software to satisfy design objectives. Creates software in a variety of programming languages and for a variety of IT software applications. May be familiar with Internet technologies.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

#### **Health IT BPM Engineer 1**

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**Functional Responsibility:** Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling; development of modern business methods; identification of best practices; and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer related to Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

#### **Health IT Business Analyst 1**

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**Functional Responsibility:** Under general supervision, formulates/defines system scope and objectives for assigned projects. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written. Provides program design, coding, testing, debugging, and documentation. Has technical knowledge of all phases of applications systems analysis and programming. Instructs, directs, and checks the work of other systems analysis and programming personnel. Provides QA review. Directs and monitors the work of team members. May be responsible for project completion and user satisfaction. Responsible for production of inception phase products and by-products, including use-case model, user experience model, client vision, and acceptance criteria related to Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

#### **Health IT Business Analyst 2**

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**Functional Responsibility:** Assists in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assesses the operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas

addressed include Human Resources (HR), Finance, Supply, operations, cybersecurity, health information exchanges, health research, and public health. Identifies Information Technology (IT) inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Supports the development of functional area strategies for enhanced IT.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 6 Years

#### **Health IT Configuration Manager 1**

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**Functional Responsibility:** Provides Configuration Management (CM) planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software supporting Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

#### **Health IT Configuration Manager 2**

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**Functional Responsibility:** Under little to no direction, is responsible for defining and executing the CM policies and practices, especially as they apply to an iterative and incremental lifecycle such as the Rational Unified Process (RUP). Establishes and executes the Configuration Plan and all assets supporting Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

#### **Health IT Database Administrator 1**

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**Functional Responsibility:** Performs routine tasks for maintaining databases, including monitoring logs, performance, and resource utilization. Participates in new releases by executing scripts. Documents database design, including updating Computed Aided Software Engineering (CASE) tools to reflect changes to database design for Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

#### **Health IT Database Administrator 2**

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**Functional Responsibility:** With general direction, designs, maintains, and controls corporate databases and data dictionaries on multiple platforms supporting Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health

informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.. Troubleshoots and resolves operational problems pro-actively and ensures consistent operational excellence. Performs complete maintenance such as database backups, integrity checks, load monitoring, and performance tuning. Develops, documents, and enforces standards for access to the databases. Analyzes all informational requirements of production systems and develops database specifications. Designs, implements, and periodically tests the database backup and recovery procedures. Defines procedures for testing and implementing new applications in the database environment. Analyzes current and projected future database performance; fine tuning and/or recommends hardware changes when necessary. Interacts with technical support teams and DBMS vendors to schedule installation and maintenance of the DBMS software and upgrades.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **Health IT Database Administrator 3**

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**Functional Responsibility:** Analyzes database requirements of assigned projects. Analyzes and determines information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Applies knowledge of DBMS to coordinate maintenance and changes to databases. Writes logical and physical database descriptions, including location, space, access method, and security requirements. Provides direction to programmers and analysts, as required, to affect changes to DBMS. Provides answers to database questions. Possesses knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs supporting Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

### **Health IT Database Administrator 4**

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**Functional Responsibility:** Provides highly technical expertise in use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications supporting Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services.. Tests and assists in implementation of changes or new database designs. Monitors database usage and statistics. Possesses knowledge of relational database environment.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 9 Years

### **Health IT Help Desk Analyst 1**

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**Functional Responsibility:** Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first Point-of-Contact (POC) for troubleshooting Software (SW)/ Hardware (HW), all types of computer systems (PC and Mac), and printer problems supporting health IT systems and public health users.

**Minimum Education:** Associates Degree

**Minimum Experience:** 1 Year

### **Health IT Help Desk Analyst 2**

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**Functional Responsibility:** Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first POC for troubleshooting HW/SW, all types of computer systems (PC and Mac), and printer problems supporting health IT systems and public health users. This role adds some specific understanding of customer needs and business processes, with an ability to work independently to satisfy customer demands. Participates in documentation activities, including user manuals and knowledge base updates.

**Minimum Education:** Associates Degree

**Minimum Experience:** 2 Years

### **Health IT Help Desk Analyst 3**

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**Functional Responsibility:** Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first POC for troubleshooting HW/SW, all types of computer systems (PC and Mac), and printer problems. This role adds some specific understanding of customer needs and business processes, with an ability to work independently to satisfy customer demands. This role entails expertise in managing the specific requirement, along with the ability to oversee support staff with the same mission. Participates in documentation activities, including user manuals and knowledge base updates, and conducts training.

**Minimum Education:** Associates Degree

**Minimum Experience:** 3 Years

### **Health IT Project Manager 1**

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**Functional Responsibility:** Hands-on expertise in planning, performance, and quality of assigned projects. Manages and mentors cross-functional teams throughout full Software Development Cycle (SDLC) supporting Health IT areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, computer science, emerging health research, public health, and other Health IT services. Ensures customer satisfaction of solutions by managing customer expectations and project deliverables. Provides day-to-day management activities between customer and Number Six personnel. Plans, manages, and tracks project schedules and budgets. Provides periodic project status reports, describing state of project, progress, accomplishments, trends, and significant risk items. Ensures environment, materials, and resources are in place for success of project. Identifies and evaluates personnel to ensure efficient operation of roles within project. Assigns and monitors project staff, providing task prioritization and direction. Serves as

central point of identification and management of project issues and risk. Proactively pursues account activities to spawn additional projects. Identifies opportunities for process/quality improvements and follows through with implementation and dissemination of improvements.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **Health IT QA Analyst 1**

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**Functional Responsibility:** With general direction, formulates quality-related products and by-products of Health IT projects. Develops test plans, procedures, and cases for RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule and assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **Health IT QA Analyst 2**

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**Functional Responsibility:** Formulates all quality-related products and by-products of Health IT projects. Develops test plans, procedures, and cases for the RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule, assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

### **Health IT QA Analyst 3**

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**Functional Responsibility:** Maintains a process for evaluating software, business services, and associated documentation for Health IT projects. Determines the resources required for Quality Control (QC). Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **Health IT QA Tester 1**

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**Functional Responsibility:** With general direction, formulates quality-related products and by-products of a project. Develops test plans, procedures, and cases for RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule and assigns functional and technical work flow to test team for Health IT projects. Has in-depth knowledge of QA methodology and full SDLC.

**Minimum Education:** Associates Degree

**Minimum Experience:** 1 Year

## **Health IT QA Tester 2**

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**Functional Responsibility:** Reviews functional and technical requirements developed by functional and technical staff. Conducts review meetings with functional and technical users. Conducts meetings with users to understand the requirements. Develops detailed test plans and test scenarios for Health IT projects. Reviews test plans with functional users. Conducts functional and technical testing of the system.

**Minimum Education:** Associates Degree

**Minimum Experience:** 2 Years

## **Health IT QA Tester 3**

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**Functional Responsibility:** Under limited direction, reviews testing, analysis, functional and technical requirements of complex systems developed by functional and technical staff. Conducts review meetings with functional and technical users. Conducts meetings with users to understand the requirements. Independently, develops detailed test plans and test scenarios for Health IT projects. Reviews test plans with functional users. Conducts functional, technical, and security testing of the systems. Suggests new testing tools and automated test cases.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

## **Health IT Requirements Analyst 1**

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**Functional Responsibility:** Under limited direction, establishes software architecture standards and provides architecture support and mentoring to other architects supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Introduces new technologies to technical staff to improve overall software development capability and quality. Provides mentoring to customers and the internal team. Makes architectural decisions that reflect an understanding of industry trends and customer needs. Assists the PM in selection, development, and evaluation of technical personnel. Acts as development manager for resources. Strong communication skills and the ability to work directly with customers and management. Strong writing skills.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

## **Health IT Requirements Analyst 2**

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**Functional Responsibility:** With little or no direction, responsible for working with stakeholders to capture, refine, and document system requirements supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Experience gathering functional requirements and translating business needs into technical requirements. Experience in analyzing and defining requirements to ensure they are complete, accurate, unambiguous, and feasible. Has thorough understanding of how web-based systems are formed and work. Responsible for maintaining requirements through complete lifecycle of project and working with various team members to ensure requirements are complete and properly implemented. Accurately identifies and manages stakeholder needs. Demonstrates experience in leading requirements gathering/definition

sessions with clients and stakeholders. Prioritizes requirement needs in conjunction with development staff and the PM. Drives modeling use-case requirements and activity flows or workflow sequence diagrams using Unified Modeling Language (UML). Defines requirement management processes and identifies opportunities for process/quality improvements; follows through with implementation and dissemination of improvements. Strong communication skills and the ability to work directly with customers and management. Strong writing skills.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **Health IT Security Analyst 1**

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**Functional Responsibility:** Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Participates in audits and gathering of compliance evidence. Documents existing controls for systems, applications, infrastructure, and networks supporting Health IT services and projects.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

### **Health IT Security Analyst 2**

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**Functional Responsibility:** Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Participates in audits and gathering of compliance evidence. Performs risk analyses, which also includes risk assessment for systems, applications, infrastructure, and networks supporting Health IT services and projects.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **Health IT Software Architect 1**

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**Functional Responsibility:** Provides technical direction for individual Health IT projects. Performs market research and alternatives analysis for new technical initiatives. Analyzes emerging trends in software development. Participates in process of code review. Maintains standards documentation.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **Health IT Software Architect 2**

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**Functional Responsibility:** Under general direction, responsible for providing guidance and insight into use of various technologies in systems supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Understands how to apply technologies and design patterns to ensure quality of service in client systems. Evaluates and makes effective use of component technologies to solve problems in system architecture. Engineers software systems using appropriate software development techniques and design patterns. Provides input to project management on technical risks and scheduling of architectural tasks. Works with Requirements Analysts to identify and understand requirements. Identifies architecturally significant requirements.

Identifies tradeoffs and selects architecture that best meets customer needs. Communicates software architecture using a combination of visual models, presentations, oral, and written communication. Under limited direction, establishes software architecture standards and provides architecture support and mentoring to other architects. Introduces new technologies to technical staff to improve overall software development capability and quality. Provides mentoring to customers and internal team. Makes architectural decisions that reflect an understanding of industry trends and customer needs. Assists PM in selection, development, and evaluation of technical personnel. Acts as Development Manager for resources.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

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### **Health IT Software Developer 1**

**Functional Responsibility:** Under general direction, analyzes requirements, and designs/develops computer software for simple to moderately complex computer systems or portions of large integrated systems supporting Health IT. Experience in software development, installation, integration, evaluation, enhancement, maintenance, testing, or problem diagnosis/resolution.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

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### **Health IT Software Engineer 1**

**Functional Responsibility:** Under general supervision, responsible for implementing, testing, and documenting components for Health IT systems or supporting components based on solution design and interacting with customer and team. Understands syntax and semantics of applicable programming languages. Provides input to project management on implementation progress. Understands where software engineering activities fit in development process lifecycle. Establishes software programming standards and provides programming support and mentoring to other Software Engineers. Has an understanding of how software applications are formed, designed, implemented, and work. Possesses knowledge of two or more systems, platforms, and programming languages. Familiar with UML and has ability to read and implement UML diagrams or requirements documentation. Demonstrates understanding of relational databases and Structured Query Language (SQL).

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

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### **Health IT Software Engineer 2**

**Functional Responsibility:** Analyzes and studies complex system requirements for Health IT systems or supporting components. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and CASE tools. Estimates software development costs and schedule. Has the ability to produce quality software with minimal supervision. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises Software Configuration Management (SCM).

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

### **Health IT Software Engineer 3**

---

**Functional Responsibility:** Analyzes and studies complex Health IT system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other, accepted design techniques and CASE tools. Estimates software development costs and schedule. Has the ability to produce quality software with minimal supervision. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises SCM.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **Health IT Subject Matter Expert 1**

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**Functional Responsibility:** Provide consultation and domain knowledge in a specialized business areas supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services.. Typical support includes assistance with long-term strategy development and making policy recommendations. Participates in conversations about program priorities and business strategies.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

### **Health IT Subject Matter Expert 2**

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**Functional Responsibility:** Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. May conduct analysis and research of technologies to improving processes, security posture, and workflows.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 6 Years

### **Health IT Subject Matter Expert 3**

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**Functional Responsibility:** Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. May identify additional technology disciplines to develop solutions to client problems. Utilizes a knowledge of multiple technical disciplines and management practices to develop technical or business solutions to client problems.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

### **Health IT Subject Matter Expert 4**

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**Functional Responsibility:** Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level supporting Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Stays informed of IT developments and industry trends. Performs complex assignments with minimal guidance.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 8 Years

### **Health IT System Administrator 1**

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**Functional Responsibility:** Assists with the daily activities of configuration and operation of web-based systems. Assists with the optimizing system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business and Health IT systems.

**Minimum Education:** Associates Degree

**Minimum Experience:** 3 Years

### **Health IT System Administrator 2**

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**Functional Responsibility:** Performs the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server-based. Performs the optimizing system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business and Health IT systems.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **Health IT System Administrator 3**

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**Functional Responsibility:** Supervises and manages the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server-based. Plans and monitors the optimizing of system operation and resource utilization, and performs systems capacity analysis and planning. Plans and monitors assistance to users in accessing and using business and Health IT systems.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

### **Health IT System Administrator 4**

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**Functional Responsibility:** Manages computer operations. Ensures production schedules are met. Ensures business and Health IT computer system resources are used effectively. Coordinates the resolution of production-related problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of IT services. Provides users with computer output. Supervise staff operations.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **Health IT Systems Analyst 1**

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**Functional Responsibility:** Provides analysis and design of business systems for different applications such as but no limited to: financial, accounting, HR, abut not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Handles test scripts and service requirements; works closely with end users on project development and implementation. Analysts should have a working knowledge of relational database environments, structured analysis, data modeling, information engineering, mathematical model building, sampling, and cost accounting to plan the system. Specifies the inputs to be accessed by the system, designs the processing steps, and formats the output to meet the users' needs. Prepares cost- benefit and Return-On-Investment (ROI) analyses to help management decide whether implementing the proposed system will be financially feasible. Possesses excellent verbal and written communications skills.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

## **Health IT Systems Analyst 2**

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**Functional Responsibility:** Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects for Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Assists senior staff with effective transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

## **Health IT Systems Analyst 3**

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**Functional Responsibility:** Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects for Health IT in areas including, but not limited to, connected health, health information technology, health information exchanges, health analytics, health informatics, healthcare information network systems, healthcare compliance, information science, emerging health research, public health, and other Health IT services. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. May provide daily supervision and direction to other contractor Business Reengineering Specialists and Web Architects.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

## **Health IT Technical Writer 1**

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**Functional Responsibility:** Assists in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet Health IT contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

**Minimum Education:** Associates Degree

**Minimum Experience:** 1 Year

## **Health IT Technical Writer 2**

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**Functional Responsibility:** Writes and/or edits technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet Health IT contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

**Minimum Education:** Associates Degree

**Minimum Experience:** 2 Years

## **Health IT Trainer 1**

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**Functional Responsibility:** Conducts research necessary to develop and revise training courses. Develops and revises courses and prepares appropriate training catalogs. Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars. Prepares reports and monitor training tasks in support of the goals of the Contractor Program Manager and the government sponsor(s) using standard training standards and SW/HW programs such as modeling and simulation and prototyping efforts. Provides input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected. May provide training on Health IT systems to improve the quality of healthcare, emerging health research, health analytics, and health informatics.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

## **Health IT Trainer 2**

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**Functional Responsibility:** Conducts the research necessary to develop and revise training courses. Develops and revises courses and prepare appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Prepares reports and monitors training tasks in support of the goals of the Contractor Program Manager and the government sponsor(s) using standard training standards and SW/HW programs such as modeling and simulation and prototyping efforts. Provides input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected. May provide training on Health IT systems to improve the quality of healthcare, emerging health research, health analytics, and health informatics.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 6 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.

Labor Category	Standard Qualifications			Substitutions			
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Health IT Application Developer 1	Associates	3	0	0	1	N/A	5
Health IT Application Developer 2	Bachelors	3	0	1	N/A	5	7
Health IT Application Developer 3	Bachelors	5	1	3	N/A	7	9
Health IT Application Developer 4	Bachelors	7	3	5	N/A	9	11
Health IT BPM Engineer 1	Bachelors	3	0	1	N/A	5	7
Health IT Business Analyst 1	Bachelors	4	0	2	N/A	6	8
Health IT Business Analyst 2	Bachelors	6	2	4	N/A	8	10
Health IT Configuration Manager 1	Bachelors	2	0	0	N/A	4	6
Health IT Configuration Manager 2	Bachelors	5	1	3	N/A	7	9
Health IT Database Administrator 1	Bachelors	3	0	1	N/A	5	7
Health IT Database Administrator 2	Bachelors	5	1	3	N/A	7	9
Health IT Database Administrator 3	Bachelors	7	3	5	N/A	9	11
Health IT Database Administrator 4	Bachelors	9	5	7	N/A	11	13
Health IT Help Desk Analyst 1	Associates	1	0	0	0	N/A	3
Health IT Help Desk Analyst 2	Associates	2	0	0	0	N/A	4
Health IT Help Desk Analyst 3	Associates	3	0	0	1	N/A	5
Health IT Project Manager 1	Bachelors	5	1	3	N/A	7	9
Health IT QA Analyst 1	Bachelors	3	0	1	N/A	5	7
Health IT QA Analyst 2	Bachelors	4	0	2	N/A	6	8
Health IT QA Analyst 3	Bachelors	5	1	3	N/A	7	9
Health IT QA Tester 1	Associates	1	0	0	0	N/A	3

Labor Category	Standard Qualifications			Substitutions			
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Health IT QA Tester 2	Associates	2	0	0	0	N/A	4
Health IT QA Tester 3	Bachelors	2	0	0	N/A	4	6
Health IT Requirements Analyst 1	Bachelors	2	0	0	N/A	4	6
Health IT Requirements Analyst 2	Bachelors	3	0	1	N/A	5	7
Health IT Security Analyst 1	Bachelors	2	0	0	N/A	4	6
Health IT Security Analyst 2	Bachelors	3	0	1	N/A	5	7
Health IT Software Architect 1	Bachelors	3	0	1	N/A	5	7
Health IT Software Architect 2	Bachelors	5	1	3	N/A	7	9
Health IT Software Developer 1	Bachelors	2	0	0	N/A	4	6
Health IT Software Engineer 1	Bachelors	3	0	1	N/A	5	7
Health IT Software Engineer 2	Bachelors	4	0	2	N/A	6	8
Health IT Software Engineer 3	Bachelors	5	1	3	N/A	7	9
Health IT Subject Matter Expert 1	Bachelors	4	0	2	N/A	6	8
Health IT Subject Matter Expert 2	Bachelors	6	2	4	N/A	8	10
Health IT Subject Matter Expert 3	Bachelors	7	3	5	N/A	9	11
Health IT Subject Matter Expert 4	Bachelors	8	4	6	N/A	10	12
Health IT System Administrator 1	Associates	3	0	0	1	N/A	5
Health IT System Administrator 2	Bachelors	3	0	1	3	N/A	7
Health IT System Administrator 3	Bachelors	4	0	2	N/A	6	8
Health IT System Administrator 4	Bachelors	5	1	3	N/A	7	9
Health IT Systems Analyst 1	Bachelors	3	0	1	N/A	5	7
Health IT Systems Analyst 2	Bachelors	5	1	3	N/A	7	9
Health IT Systems Analyst 3	Bachelors	7	3	5	N/A	9	11

Labor Category	Standard Qualifications			Substitutions			
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Health IT Technical Writer 1	Associates	1	0	0	0	N/A	3
Health IT Technical Writer 2	Associates	2	0	0	0	N/A	4
Health IT Trainer 1	Bachelors	3	0	1	N/A	5	7
Health IT Trainer 2	Bachelors	6	2	4	N/A	8	10

## Labor Category Descriptions SIN 54151S

### IT Application Developer 1

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**Functional Responsibility:** Assists with the analysis of information requirements. Aids in the evaluation of problems with workflow, organization, and planning and helps in the development of appropriate corrective action. Performs software coding under the direction of more senior staff.

**Minimum Education:** Associates Degree

**Minimum Experience:** 3 Years

### IT Application Developer 2

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**Functional Responsibility:** Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Software Engineer and Applications Developer to interpret software requirements and design specifications to code, and integrate and test software components. Performs software coding.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### IT Application Developer 3

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**Functional Responsibility:** Analyzes functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met. Possesses experience in information system design, including application programming on large-scale Database Management System (DBMS) and the development of complex software to satisfy design objectives. Has knowledge of a multiple programming standards and languages, for a variety of IT software applications.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

#### **IT Application Developer 4**

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**Functional Responsibility:** Analyzes functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develops block diagrams and logic flow charts. Analyzes detailed design specification and translates them into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met. Possesses experience in information system design, including application programming on large-scale Database Management System (DBMS) and the development of complex software to satisfy design objectives. May be involved in the evaluation and testing of commercial off-the-shelf (COTS) products.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

#### **IT BPM Engineer 1**

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**Functional Responsibility:** Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling; development of modern business methods; identification of best practices; and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

#### **IT Business Analyst 1**

---

**Functional Responsibility:** Under general supervision, formulates/defines system scope and objectives for assigned projects. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written. Provides program design, coding, testing, debugging, and documentation. Has technical knowledge of all phases of applications systems analysis and programming. Instructs, directs, and checks the work of other systems analysis and programming personnel. Provides QA review. Directs and monitors the work of team members. May be responsible for project completion and user satisfaction. Responsible for production of inception phase products and by-products, including use-case model, user experience model, client vision, and acceptance criteria.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

#### **IT Business Analyst 2**

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**Functional Responsibility:** Assists in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assesses the operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas

addressed include Human Resources (HR), Finance, Supply, and operations. Identifies Information Technology (IT) inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Supports the development of functional area strategies for enhanced IT.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 6 Years

#### **IT Configuration Manager 1**

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**Functional Responsibility:** Provides Configuration Management (CM) planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

#### **IT Configuration Manager 2**

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**Functional Responsibility:** Under little to no direction, is responsible for defining and executing the CM policies and practices, especially as they apply to an iterative and incremental lifecycle such as the Rational Unified Process (RUP). Establishes and executes the Configuration Plan and all assets.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

#### **IT Database Administrator 1**

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**Functional Responsibility:** Performs routine tasks for maintaining databases, including monitoring logs, performance, and resource utilization. Participates in new releases by executing scripts. Documents database design, including updating Computed Aided Software Engineering (CASE) tools to reflect changes to database design.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **IT Database Administrator 2**

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**Functional Responsibility:** With general direction, designs, maintains, and controls corporate databases and data dictionaries on multiple platforms. Troubleshoots and resolves operational problems proactively and ensures consistent operational excellence. Performs complete maintenance such as database backups, integrity checks, load monitoring, and performance tuning. Develops, documents, and enforces standards for access to the databases. Analyzes all informational requirements of production systems and develops database specifications. Designs, implements, and periodically tests the database backup and recovery procedures. Defines procedures for testing and implementing new applications in the database environment. Analyzes current and projected future database performance; fine tuning and/or recommends hardware changes when necessary. Interacts with technical support teams and DBMS vendors to schedule installation and maintenance of the DBMS software and upgrades.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **IT Database Administrator 3**

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**Functional Responsibility:** Analyzes database requirements of assigned projects. Analyzes and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Applies knowledge of DBMS to coordinate maintenance and changes to databases. Writes logical and physical database descriptions, including location, space, access method, and security requirements. Provides direction to programmers and analysts, as required, to affect changes to DBMS. Provides answers to database questions. Possesses knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

### **IT Database Administrator 4**

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**Functional Responsibility:** Provides highly technical expertise in use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications. Tests and assists in implementation of changes or new database designs. Monitors database usage and statistics. Possesses knowledge of relational database environment.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 9 Years

### **IT Help Desk Analyst 1**

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**Functional Responsibility:** Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first Point-of-Contact (POC) for troubleshooting Software (SW)/ Hardware (HW), all types of computer systems (PC and Mac), and printer problems.

**Minimum Education:** Associates Degree

**Minimum Experience:** 1 Year

## **IT Help Desk Analyst 2**

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**Functional Responsibility:** Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first POC for troubleshooting HW/SW, all types of computer systems (PC and Mac), and printer problems. This role adds some specific understanding of customer needs and business processes, with an ability to work independently to satisfy customer demands. Participates in documentation activities, including user manuals and knowledge base updates.

**Minimum Education:** Associates Degree

**Minimum Experience:** 2 Years

## **IT Help Desk Analyst 3**

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**Functional Responsibility:** Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first POC for troubleshooting HW/SW, all types of computer systems (PC and Mac), and printer problems. This role adds some specific understanding of customer needs and business processes, with an ability to work independently to satisfy customer demands. This role entails expertise in managing the specific requirement, along with the ability to oversee support staff with the same mission. Participates in documentation activities, including user manuals and knowledge base updates, and conducts training.

**Minimum Education:** Associates Degree

**Minimum Experience:** 3 Years

## **IT Project Manager 1**

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**Functional Responsibility:** Hands-on expertise in planning, performance, and quality of assigned projects. Manages and mentors cross-functional teams throughout full Software Development Cycle (SDLC). Ensures customer satisfaction of solutions by managing customer expectations and project deliverables. Provides day-to-day management activities between customer and Number Six personnel. Plans, manages, and tracks project schedules and budgets. Provides periodic project status reports, describing state of project, progress, accomplishments, trends, and significant risk items. Ensures environment, materials, and resources are in place for success of project. Identifies and evaluates personnel to ensure efficient operation of roles within project. Assigns and monitors project staff, providing task prioritization and direction. Serves as central point of identification and management of project issues and risk. Proactively pursues account activities to spawn additional projects. Identifies opportunities for process/quality improvements and follows through with implementation and dissemination of improvements

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **IT QA Analyst 1**

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**Functional Responsibility:** With general direction, formulates quality-related products and by-products of a project. Develops test plans, procedures, and cases for RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule and assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **IT QA Analyst 2**

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**Functional Responsibility:** Formulates all quality-related products and by-products of a project. Develops test plans, procedures, and cases for the RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule, assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

### **IT QA Analyst 3**

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**Functional Responsibility:** Maintains a process for evaluating software, business services, and associated documentation. Determines the resources required for Quality Control (QC). Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **IT QA Tester 1**

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**Functional Responsibility:** With general direction, formulates quality-related products and by-products of a project. Develops test plans, procedures, and cases for RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule and assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

**Minimum Education:** Associates Degree

**Minimum Experience:** 1 Year

## **IT QA Tester 2**

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**Functional Responsibility:** Reviews functional and technical requirements developed by functional and technical staff. Conducts review meetings with functional and technical users. Participates in meetings with users to understand the requirements. Develops detailed test plans and test scenarios. Reviews test plans with functional users. Conducts functional and technical testing of the system and reviews results with developers.

**Minimum Education:** Associates Degree

**Minimum Experience:** 2 Years

## **IT QA Tester 3**

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**Functional Responsibility:** Reviews functional and technical requirements developed by functional and technical staff. Conducts review meetings with functional and technical users. Leads meetings with users to understand the requirements. Develops detailed test plans and test scenarios. Reviews test plans with functional users. Independently, conducts functional and technical testing of the system. May conduct security testing of application or related components.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

## **IT Requirements Analyst 1**

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**Functional Responsibility:** Under limited direction, establishes software architecture standards and provides architecture support and mentoring to other architects. Introduces new technologies to technical staff to improve overall software development capability and quality. Provides mentoring to customers and the internal team. Makes architectural decisions that reflect an understanding of industry trends and customer needs. Assists the PM in selection, development, and evaluation of technical personnel. Acts as development manager for resources. Strong communication skills and the ability to work directly with customers and management. Strong writing skills.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

## **IT Requirements Analyst 2**

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**Functional Responsibility:** With little or no direction, responsible for working with stakeholders to capture, refine, and document system requirements. Experience gathering functional requirements and translating business needs into technical requirements. Experience in analyzing and defining requirements to ensure they are complete, accurate, unambiguous, and feasible. Has thorough understanding of how web-based systems are formed and work. Responsible for maintaining requirements through complete lifecycle of project and working with various team members to ensure requirements are complete and properly implemented. Accurately identifies and manages stakeholder needs. Demonstrates experience in leading requirements gathering/definition sessions with clients and stakeholders. Prioritizes requirement needs in conjunction with development staff and the PM. Drives modeling use-case requirements and activity flows or workflow sequence diagrams using Unified Modeling Language (UML). Defines requirement management processes and identifies opportunities for process/quality improvements; follows through with implementation and dissemination of improvements. Strong communication skills and the ability to work directly with customers and management. Strong writing skills.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

## **IT Security Analyst 1**

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**Functional Responsibility:** Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Participates in audits and gathering of compliance evidence. Documents existing controls.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

## **IT Security Analyst 2**

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**Functional Responsibility:** Analyzes and defines security requirements for MLS issues. Designs, develops, engineers, and implements solutions to MLS requirements. Participates in audits and gathering of compliance evidence. Performs risk analyses, which also includes risk assessment.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

## **IT Software Architect 1**

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**Functional Responsibility:** Provides technical direction for individual IT projects. Performs market research and alternatives analysis for new technical initiatives. Analyzes emerging trends in software development. Participates in process of code review. Maintains standards documentation.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

## **IT Software Architect 2**

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**Functional Responsibility:** Under general direction, responsible for providing guidance and insight into use of various technologies in systems. Understands how to apply technologies and design patterns to ensure quality of service in client systems. Evaluates and makes effective use of component technologies to solve problems in system architecture. Engineers software systems using appropriate

software development techniques and design patterns. Provides input to project management on technical risks and scheduling of architectural tasks. Works with Requirements Analysts to identify and understand requirements. Identifies architecturally significant requirements. Identifies tradeoffs and selects architecture that best meets customer needs. Communicates software architecture using a combination of visual models, presentations, oral, and written communication. Under limited direction, establishes software architecture standards and provides architecture support and mentoring to other architects. Introduces new technologies to technical staff to improve overall software development capability and quality. Provides mentoring to customers and internal team. Makes architectural decisions that reflect an understanding of industry trends and customer needs. Assists PM in selection, development, and evaluation of technical personnel. Acts as Development Manager for resources.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **IT Software Developer 1**

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**Functional Responsibility:** Under general direction, analyzes requirements, and designs/develops computer software for simple to moderately complex computer systems or portions of large integrated systems. Experience in software development, installation, integration, evaluation, enhancement, maintenance, testing, or problem diagnosis/resolution.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 2 Years

### **IT Software Engineer 1**

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**Functional Responsibility:** Under general supervision, responsible for implementing, testing, and documenting components based on solution design and interacting with customer and team. Understands syntax and semantics of applicable programming languages. Provides input to project management on implementation progress. Understands where software engineering activities fit in development process lifecycle. Establishes software programming standards and provides programming support and mentoring to other Software Engineers. Has an understanding of how software applications are formed, designed, implemented, and work. Possesses knowledge of two or more systems, platforms, and programming languages. Familiar with UML and has ability to read and implement UML diagrams or requirements documentation. Demonstrates understanding of relational databases and Structured Query Language (SQL).

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

## **IT Software Engineer 2**

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**Functional Responsibility:** Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and CASE tools. Estimates software development costs and schedule. Has the ability to produce quality software with minimal supervision. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises Software Configuration Management (SCM).

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

## **IT Software Engineer 3**

---

**Functional Responsibility:** Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other, accepted design techniques and CASE tools. Estimates software development costs and schedule. Has the ability to produce quality software with minimal supervision. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises SCM.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

## **IT Subject Matter Expert 1**

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**Functional Responsibility:** Provide consultation and domain knowledge in a specialized business area. Typical support includes assistance with long-term strategy development and making policy recommendations. Participates in conversations about program priorities and business strategies.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

## **IT Subject Matter Expert 2**

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**Functional Responsibility:** Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 6 Years

## **IT Subject Matter Expert 3**

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**Functional Responsibility:** Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise-level. Applies leadership across any phases of the system development life cycle support. Utilizes a knowledge of multiple technical disciplines and management practices to develop technical or business solutions to client problems.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

#### **IT Subject Matter Expert 4**

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**Functional Responsibility:** Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level. Stays informed of IT developments and industry trends. Performs complex assignments with minimal guidance.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 8 Years

#### **IT System Administrator 1**

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**Functional Responsibility:** Assists with the daily activities of configuration and operation of web-based systems. Assists with the optimizing system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

**Minimum Education:** Associates Degree

**Minimum Experience:** 3 Years

#### **IT System Administrator 2**

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**Functional Responsibility:** Performs the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server-based. Performs the optimizing system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

#### **IT System Administrator 3**

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**Functional Responsibility:** Supervises and manages the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server-based. Plans and monitors the optimizing of system operation and resource utilization, and performs systems capacity analysis and planning. Plans and monitors assistance to users in accessing and using business systems.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 4 Years

#### **IT System Administrator 4**

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**Functional Responsibility:** Manages computer operations. Ensures production schedules are met. Ensures computer system resources are used effectively. Coordinates the resolution of production-related problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of IT services. Provides users with computer output. Supervise staff operations.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **IT Systems Analyst 1**

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**Functional Responsibility:** Provides analysis and design of business systems for different applications such as: financial, accounting, HR, and other enterprise systems. Handles test scripts and service requirements; works closely with end users on project development and implementation. Analysts should have a working knowledge of relational database environments, structured analysis, data modeling, information engineering, mathematical model building, sampling, and cost accounting to plan the system. Specifies the inputs to be accessed by the system, designs the processing steps, and formats the output to meet the users' needs. Prepares cost- benefit and Return-On-Investment (ROI) analyses to help management decide whether implementing the proposed system will be financially feasible. Possesses excellent verbal and written communications skills.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **IT Systems Analyst 2**

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**Functional Responsibility:** Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Assists senior staff with effective transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 5 Years

### **IT Systems Analyst 3**

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**Functional Responsibility:** Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. May provide daily supervision and direction to other contractor Business Reengineering Specialists and Web Architects.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 7 Years

### **IT Technical Writer 1**

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**Functional Responsibility:** Assists in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents,

and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

**Minimum Education:** Associates Degree

**Minimum Experience:** 1 Year

### **IT Technical Writer 2**

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**Functional Responsibility:** Writes and/or edits technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

**Minimum Education:** Associates Degree

**Minimum Experience:** 2 Years

### **IT Trainer 1**

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**Functional Responsibility:** Conducts research necessary to develop and revise training courses. Develops and revises courses and prepares appropriate training catalogs. Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars. Prepares reports and monitor training tasks in support of the goals of the Contractor Program Manager and the government sponsor(s) using standard training standards and SW/HW programs such as modeling and simulation and prototyping efforts. Provides input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 3 Years

### **IT Trainer 2**

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**Functional Responsibility:** Conducts the research necessary to develop and revise training courses. Develops and revises courses and prepare appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Prepares reports and monitors training tasks in support of the goals of the Contractor Program Manager and the government sponsor(s) using standard training standards and SW/HW programs such as modeling and simulation and prototyping efforts. Provides input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected.

**Minimum Education:** Bachelors Degree

**Minimum Experience:** 6 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.

Labor Category	Standard Qualifications			Substitutions			
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
IT Application Developer 1	Associates	3	0	0	1	N/A	5
IT Application Developer 2	Bachelors	3	0	1	N/A	5	7
IT Application Developer 3	Bachelors	5	1	3	N/A	7	9
IT Application Developer 4	Bachelors	7	3	5	N/A	9	11
IT BPM Engineer 1	Bachelors	3	0	1	N/A	5	7
IT Business Analyst 1	Bachelors	4	0	2	N/A	6	8
IT Business Analyst 2	Bachelors	6	2	4	N/A	8	10
IT Configuration Manager 1	Bachelors	2	0	0	N/A	4	6
IT Configuration Manager 2	Bachelors	5	1	3	N/A	7	9
IT Database Administrator 1	Bachelors	3	0	1	N/A	5	7
IT Database Administrator 2	Bachelors	5	1	3	N/A	7	9
IT Database Administrator 3	Bachelors	7	3	5	N/A	9	11
IT Database Administrator 4	Bachelors	9	5	7	N/A	11	13
IT Help Desk Analyst 1	Associates	1	0	0	0	N/A	3
IT Help Desk Analyst 2	Associates	2	0	0	0	N/A	4
IT Help Desk Analyst 3	Associates	3	0	0	1	N/A	5
IT Project Manager 1	Bachelors	5	1	3	N/A	7	9
IT QA Analyst 1	Bachelors	3	0	1	N/A	5	7
IT QA Analyst 2	Bachelors	4	0	2	N/A	6	8
IT QA Analyst 3	Bachelors	5	1	3	N/A	7	9
IT QA Tester 1	Associates	1	0	0	0	N/A	3

Labor Category	Standard Qualifications			Substitutions			
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
IT QA Tester 2	Associates	2	0	0	0	N/A	4
IT QA Tester 3	Bachelors	2	0	0	N/A	4	6
IT Requirements Analyst 1	Bachelors	2	0	0	N/A	4	6
IT Requirements Analyst 2	Bachelors	3	0	1	N/A	5	7
IT Security Analyst 1	Bachelors	2	0	0	N/A	4	6
IT Security Analyst 2	Bachelors	3	0	1	N/A	5	7
IT Software Architect 1	Bachelors	3	0	1	N/A	5	7
IT Software Architect 2	Bachelors	5	1	3	N/A	7	9
IT Software Developer 1	Bachelors	2	0	0	N/A	4	6
IT Software Engineer 1	Bachelors	3	0	1	N/A	5	7
IT Software Engineer 2	Bachelors	4	0	2	N/A	6	8
IT Software Engineer 3	Bachelors	5	1	3	N/A	7	9
IT Subject Matter Expert 1	Bachelors	4	0	2	N/A	6	8
IT Subject Matter Expert 2	Bachelors	6	2	4	N/A	8	10
IT Subject Matter Expert 3	Bachelors	7	3	5	N/A	9	11
IT Subject Matter Expert 4	Bachelors	8	4	6	N/A	10	12
IT System Administrator 1	Associates	3	0	0	1	N/A	5
IT System Administrator 2	Bachelors	3	0	1	3	N/A	7
IT System Administrator 3	Bachelors	4	0	2	N/A	6	8
IT System Administrator 4	Bachelors	5	1	3	N/A	7	9
IT Systems Analyst 1	Bachelors	3	0	1	N/A	5	7
IT Systems Analyst 2	Bachelors	5	1	3	N/A	7	9
IT Systems Analyst 3	Bachelors	7	3	5	N/A	9	11

Labor Category	Standard Qualifications			Substitutions			
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
IT Technical Writer 1	Associates	1	0	0	0	N/A	3
IT Technical Writer 2	Associates	2	0	0	0	N/A	4
IT Trainer 1	Bachelors	3	0	1	N/A	5	7
IT Trainer 2	Bachelors	6	2	4	N/A	8	10