

**Federal Supply Service
Authorized Federal Supply Schedule
PROFESSIONAL SERVICES SCHEDULE**

TABLE OF AWARDED SPECIAL ITEM NUMBERS

Information Technology Professional Services: SIN C132-51

Logistics Support Services: SIN 874-501, 874-503, 874-504

Mission Oriented Business Integrated Services: SIN 874-1 874-7

**Financial & Business Solutions: SIN 520-8, 520-11, 520-12, 520-13,
520-21, 520-22**



**CONTRACT NUMBER
GS-00F-0001U**

ORDERING ADDRESS:

SKYLINE ULTD INC.

Cage Code: 1VAN5
16333 South Great Oaks Drive
Suite 121
Round Rock, TX 78681

**PERIOD COVERED BY CONTRACT:
June 5, 2011 through June 4, 2016**

CONTRACTS ADMINISTRATION:

Dick Snyder, Contracts Manager or
Carla Bourgeois, GSA Contracts Administrator –
Tel. (703) 373-2329 Fax. 703-671-0400
Email: Contracting@Skyline-Ultd.com

**Business Size:
Large Business Concern**

- 1a. Table of Awarded Special Item Numbers (SINs):**
Information Technology Professional Services
 SIN C132-51
Logistics Support Services
 874-501, 874-503, 874-504
Mission Oriented Business Integrated Services
 874-1 874-7
Financial & Business Solutions
 520-8, 520-11, 520-12, 520-13, 520-21, 520-22

- 1b. Disaster Recovery Purchasing -**
SIN C132-51RC
SIN 874-501RC, 874-503RC, 874-504RC
SIN 874-1RC & SIN 874-7RC
SIN 520-8RC, 520-11RC, 520-12-RC, 520-13RC, 520-21RC & 520-22RC

These has been incorporated to provide for state and local governments to use GSA Schedules for disaster recovery as provided for in Section 833 of the National Defense Authorization Act for Fiscal Year 2007. It authorizes the use of Federal Supply Schedules by state and local governments to facilitate recovery from major disasters, terrorism, and nuclear, biological, chemical, or radiological attack.

- 1b. Government Price Listing -** See Pricing Tables

- 1c. Description of Job Descriptions** (corresponding with SINs) –
 See Labor Category Descriptions

- 2. Maximum order:** \$1,000,000.00 per SIN (Contact the Contractor for Higher Maximum Order Limitations)
- 3. Minimum order:** \$100.00
- 4. Geographic Coverage -** District of Columbia, the 48 Continental U.S. States and, Alaska, Hawaii, Puerto Rico, US Virgin Islands, and Guam.
- 5. Point(s) of Production:** Same as Company Address
- 6. Discount from List Prices or Statement of Net Price:**
 Government Net Prices (discount already deducted)
- 7. Quantity Discounts:** Negotiated for BPAs and orders greater than \$1M
- 8. Prompt Payment Terms:** Net Due 30 Days
- 9a. Government Purchase Card Below the micro-purchase level:** Yes
- 9b. Government Purchase Card Above the micro-purchase level:** Yes

- 10. Foreign Items:** None
- 11a. Time of Delivery:** Specific in the Task Order
- 11b. Expedited Delivery:** Contact Contractor
- 11c. Overnight, Urgent or 2-day Delivery:** Contact Contractor
- 12. F.O.B. Point(s):** Destination
- 13a. Ordering Address:**
Skyline Ultd Inc
16333 South Great Oaks Drive – Suite 121
Round Rock, Texas 78681
- Other Authorized Ordering Offices: Authorized Dealers**
- Cognitive Professional Services, Inc. (8M) (WOSB)
Attention: Cassandra Coleman
16333 South Great Oaks Drive – Suite 201
Round Rock, Texas 78681
- Proforce, Inc. (SDVOSB)
Attention: Bruce McGraw
15808 Ranch Road 620 N. Suite 205
Austin, TX 78717
- ProSphere Tek, Inc (SDVOSB)
Attention: Rodger Blevins
1101 King Street Suite 200
Alexandria, Virginia 22314
- 13b. Blanket Purchase Agreements:**
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage (www.fss.gsa.gov/schedules).
- 14. Payment Address:**
Same as Ordering Address
- 15. Warranty Provision:** Skyline warrants and implies that the services rendered under the contract are merchantable and fit for the particular purpose described in the contract.
- 16. Export Packing Charges:** N/A
- 17. Terms and Conditions of Government Purchase Card Acceptance**
All purchase card orders are accepted by the company
- 18. Terms and Conditions of Rental, Maintenance, and Repair (if applicable):**
-

N/A

- 19. **Terms and Conditions of Installation** (if applicable): N/A
- 20. **Terms and Conditions for any Other Services** (if applicable): N/A
- 21. **List of Services and Distribution Points** (if applicable): N/A
- 22. **List of Participating Dealers** (if applicable): See 13a above.
- 23. **Preventative Maintenance** (if applicable): N/A
- 24a. **Special Attributes such as Environmental Attributes**
(e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. **Section 508 Compliance:** The Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services at www.Section508.gov/. Contact Skyline for details on 508 compliance information with regard to products and services.
- 25. **Data Universal Number System (DUNS) number:** 039425777
- 26. **Notification regarding registration in Central Contractor Registration (CCR database):**
Registered
- 27. **Uncompensated Overtime:** None
- 28. **Service Contract Act (SCA)**
The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor WD Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the Contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	Wage Determination No.
Administrative Assistant	01020 – Administrative Assistant	2005-2060
Data Analyst	01052 – Data Entry Operator II	2005-2060
Computer Analyst - 3	14103 – Computer System Analyst III	2005-2060
Computer Operator	14040 – Computer Operator	2005-2060
Computer Systems Analyst	14100 – Computer Systems Analyst	2005-2060
Graphic Illustrator/Artist	15080 – Graphic Artist	2005-2060
Senior Technical Writer	30463 – Technical Writer III	2005-2060
Technical Writer	30460 – Technical Writer	2005-2060

Skyline Ultd, Inc. Position Descriptions

Applicable to SIN C132-51

Administrative Specialist

Minimum/General Experience:

Familiarity with office automation applications such as MS Word, MS Excel, and MS PowerPoint.

Functional Responsibility:

Creates a variety of documents including status reports, trip reports, meeting minutes, briefing slides, file setup and maintenance, classified material, handling and storage procedures, and reproduction/publishing techniques.

Minimum Education:

High School Diploma or GED.

Automation Information Security (AIS) Specialist I

Minimum/General Experience:

Three (3) years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

Functional Responsibility:

Performs as security interface for computer resource users regarding policies, standards and procedures for organization's security program. Provides guidance and computer security information to security personnel. Conducts computer assessments and surveys on classified and unclassified resources to ensure compliance with governmental regulations and directives. Develops and conducts security training for computer system users as needed.

Minimum Education:

Associate's Degree in Computer Science or an associated discipline.

Automation Information Security (AIS) Specialist II

Minimum/General Experience:

Four (4) years of related experience or an equivalent combination of education and training that provides the required knowledge, skills and abilities.

Functional Responsibility:

Performs as security interface for computer resource users regarding policies, standards and procedures for organization's security program. Conducts vulnerability scans, using commercially available tools such as Internet Security Scanner, on classified computing resources and networks. Reviews security plans for compliance with appropriate agency Orders,

Manuals or Directives and make recommendations to ensure security plan requirements. Conducts AIS Security audits, assessments and surveys on classified and unclassified resources to ensure compliance with governmental regulations and directives. Maintains current knowledge base for testing and recommending installations of all service packs and security patches for computer operation systems and major software applications. Maintains proficiency on major network security tools such as: firewalls, knowledge of computing and networking vulnerabilities, attack methods and latest detection methods. Conduct inspection of offsite computer facilities to certify compliance with security policies.

Minimum Education:

Bachelor's Degree in Computer Science or an associated discipline.

Computer Systems Analyst

Minimum/General Experience:

Three (3) years of progressive related experience in integration network hardware and software configuration projects. Network integration experience includes projects conforming with or supporting the industry standards and multiple protocols. Relevant integration experience must have occurred within the past three years.

Functional Responsibility:

Analyzes general information requirements. Evaluates analytically and systematically problems of workflow, organization, and planning in order to develop appropriate corrective action. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under supervision, coordinates closely with programmers to ensure proper implementation of program and system specifications.

Minimum Education:

Associate's Degree in Computer Science or an associated discipline.

Customer Service Technician I

Minimum/General Experience:

Six (6) months of customer service experience, or equivalent training and experience. Knowledge of assigned hardware and/or software products required. Must have strong communications skills and be able to communicate technical issues effectively.

Functional Responsibility:

Provides first line telephone technical support regarding technical aspects of assigned products. Answers questions about installation, operation, configuration, customization and usage of assigned products. Applies basic diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Escalates complex problems to senior level Customer Support Specialist.

Minimum Education:

High School Diploma or GED.

Customer Service Technician II

Minimum/General Experience: Two (2) years of customer service experience, or equivalent training and experience. Knowledge of hardware and/or software products is required. Must have strong communications skills and be able to communicate technical issues effectively.

Functional Responsibility:

Applies diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Escalates more complex problems to senior level Customer Support Specialist. Performs by providing telephone technical support to employees regarding technical aspects of assigned products. Answers specific questions about installation, operation, configuration, customization and usage of assigned products.

Minimum Education:

High School Diploma or GED.

Customer Service Technician Lead**Minimum/General Experience:**

Four (4) years of related work experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities. Must have strong communications skills and be able to communicate technical issues effectively. Comprehensive knowledge of hardware and/or software products required.

Functional Responsibility:

Performs by providing telephone technical support to employees regarding complex technical aspects of assigned products. Answering complex questions about installation, operation, configuration, customization and usage of assigned products. Applies advanced diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Assists Customer Support Technicians with complex problems.

Minimum Education:

Bachelor's Degree.

Data Communications Specialist**Minimum/General Experience:**

One (1) year of experience in comprehensive knowledge of hardware and/or software products is required. Must have strong communications skills and be able to communicate technical issues effectively. Design and installation of integrated data and video communications networks is preferred.

Functional Responsibility:

Performs by providing telephone technical support to employees regarding complex technical aspects of assigned products. Answering complex questions about installation, operation, configuration, customization and usage of assigned products. Applies advanced diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Assisting Customer Support Technicians with complex problems.

Minimum Education:

Bachelor's Degree.

Database Specialist

Minimum/General Experience:

One (1) year

Functional Responsibility:

Includes the work of Database Managers, Developers, Designers, and Administrators. Develops, installs, configures and maintains databases. Provides technical expertise and guidance in the definition, control, integrity, operations, and management of database management systems. Construct, install and test the database system. Write manuals or explain database's function. Implements data models and database designs, data access and table maintenance codes; resolves database performance issues, database capacity issues, replication, and other distributed data issues. Analyzes systems and design technical and database computer systems to identify problems and recommends change as needed. If database is web based, candidate will preferably have extensive knowledge of the software development lifecycle and will be responsible for verifying and documenting user requirements, developing and presenting prototypes, programming, testing and implementing the web portal.

Minimum Education:

One or more years of technical experience administering, maintaining, developing and/or implementing policies and procedures on a database. Minimum of an Associate's Degree in Computer Science, Information Technology, or relevant technical discipline and/or equivalent business or technical experience is preferred.

Information Engineer

Minimum/General Experience:

Four (4) years' experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the four years general experience, a minimum of two years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis design and programming, using CASE and/or IDEF tools and methods. . Has experience with Object Oriented Methodologies and tools. Solid understanding of requirements needed for the establishment of an object oriented framework architecture. Demonstrated experience in the client/server environment, proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility:

Performs by applying an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Develops analytical and computational techniques and methodology for problem solutions. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Applies reverse engineering and reengineering disciplines to develop migration strategic and planning documents. Provides technical guidance

in software engineering techniques and automated support tools and in the adoption of associated new technologies. Provides training as required in these disciplines.

Minimum Education:

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

Information Engineer, Sr.

Minimum/General Experience:

Six (6) years' experience, of which at least four years must be specialized. Specialized experience, in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools and methods, systems planning, business information planning, and business analysis. Must demonstrate the ability to work independently or under only general direction. With a Master's Degree (in the fields described above) five years general experience of which at least three years must be specialized experience is required. With a Ph.D. (in the fields described above) four years of general experience is required of which at least two years must be specialized. With six years of general experience of which at least five years must be specialized experience, a degree is not required.

Functional Responsibility:

Performs business process improvement practices to re-engineer methodologies / principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assisting in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

Minimum Education:

Master's degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline and six years general experience of which at least four years must be specialized experience, a Master's degree is not required. A Master of Sciences degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline is preferred.

IT Systems Engineer I

Minimum/General Experience:

Four (4) years of entry-level position or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

Functional Responsibility:

Performs by assisting in the analysis of existing systems and the definition, design and

development of new system requirements. Identifies, analyzes and may resolve program support deficiencies. Participates in the determination of system specifications, input/output processes and working parameters for hardware/software compatibility.

Minimum Education:

Bachelor's Degree in a technical field.

IT Systems Engineer II

Minimum/General Experience:

Four (4) years of related experience including hardware/software integration experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

Functional Responsibility:

Performs by analyzing existing systems and defines, designs and develops new system requirements. Coordinates design of subsystems and integration of total system. Identifies, analyzes and resolves program support deficiencies. Determines system specifications, input/output processes and working parameters for hardware/software compatibility.

Minimum Education:

Bachelor's Degree in a technical field.

LAN Systems Technician

Minimum/General Experience:

Two (2) years related experience or an equivalent combination of related experience, training and education needed to ensure the specified skill level. Additional Certifications desired include MSCE, CNE, CNS, CISCO or SUN. Must be required to be familiar with Commercial Off the Shelf (COTS) e-mail packages. Must be familiar with different network protocols including, but not limited to, TCP/IP and IPX/SPX. Must be familiar with Novell operating systems 4.x and higher.

Functional Responsibility:

Performs tasks on both the hardware and software system solutions including the subsystem level. Ensures that technical designs are properly documented. Performs reliability determinations, and participates in the overall testing of network design and protocols circuitry. Installs and modifies computer systems software. Performs research on new and existing computer systems software. Installs peripheral computer equipment and insures the equipment functions properly. Must be familiar with LAN security for LAN/WAN applications.

Minimum Education:

Associate's Degree.

Network Engineer I

Minimum/General Experience:

Two (2) years of progressive related experience.

Functional Responsibility:

Responsible for the design, configuration and implementation of Wide Area Networks (WANs). Evaluates network performance using hardware and software diagnostic tools. Designs, configures, tests, implements and maintains telecommunications and LAN operation support activities, and supports application programmers working in that environment. Provides technical support in evaluating and resolving network and processor problems. Participates in planning and installation of new networks and ADP hardware. Evaluates network changes for operational impact.

Minimum Education:

Bachelor's Degree.

Network Engineer II

Minimum/General Experience:

Four (4) years of experience in electronics, data communications or telecommunications positions is preferred.

Functional Responsibility:

Oversees all technical phases of systems. Designs, engineers and plans overall site activities, including inside and outside plant specifications, equipment room layout, and hardware configuration. Assists the Project Manager in the determination of labor hours and categories needed to perform site surveys resulting from a network design Task Order. Formulates logical designs of system problems and devise procedures for solutions to the problems. Gives support to other network support staff. Oversees all technical documentation activities and determine documentation specification methods and technical support manuals.

Minimum Education:

Bachelor's Degree in a related discipline.

Program Director

Minimum/General Experience:

Five (5) years of general experience and specialized experience in supervision of task order contracts and ADP-type projects.

Functional Responsibility:

Administrative oversight handles contractual matters and serves as a liaison between the Customer Representative and corporate management. Ensures that all activities conform to the terms and conditions of the contract and task-ordering procedures. Plans, organizes, and controls the overall activities of the project, i.e., project management, technical work, quality of work, schedule, and costs associated with various task orders issued under the contract. Consults with users to reduce costs and maximize efficiency in achieving the stated requirements. Coordinates

activities and seeks resolution of contractual and technical problems while working with the Customers Program Manager.

Minimum Education:

Master's Degree in Computer Science, Engineering, Mathematics, Business Management, or equivalent

Project Manager

Minimum/General Experience:

Four (4) years of progressive related experience.

Functional Responsibility:

Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Serves as the project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the Customer's Representative, management personnel and customer agency representatives. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

Minimum Education:

Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

Sr. Program Manager

Minimum/General Experience:

Three (3) years

Functional Responsibility:

Under guidance from the client, responsible for the overall management of all tasks and projects for the client. Ensures technical solutions and schedules are implemented in a timely manner. Performs enterprise-wide horizontal integration planning and interfaces to other functional systems.

Minimum Education:

Ability to ensure subordinate managers perform tasks in a timely and successful way. Superior oral and written skills are essential. Three years as a Program Manager for information technology projects. Bachelor's degree in Information Management and/or equivalent technical experience.

Staff Engineer

Minimum/General Experience:

Four (4) years of professional experience

Functional Responsibility:

Performs tasks to develop systems in areas requiring hardware or software solutions. Prepares

work statements. Participates in and initiates concept development and trade-off studies. Directs design of information management equipment and systems. Describes interfaces among various subsystems. Prepares program and test specifications. Selects performance levels of components and subsystems. Devises appropriate tests to use in evaluating, debugging, and checking of equipment and systems for accurate and dependable conformance to specifications. Prepares complete documentation of methods, procedures and design. Assists with implementation of combined hardware/software systems.

Minimum Education:

Bachelor's degree in Engineering or related discipline.

System Administrator

Minimum/General Experience:

Two (2) years of entry-level position with knowledge of computer systems and data communications.

Functional Responsibility:

Provides system backup/recovery, basic software management, security management, and library management, operating computer systems in different operating environments, sizing, performance, tuning, hardware/software trouble shooting and resource allocation.

Minimum Education:

Bachelor's Degree in Computer Science, Engineering or other business related discipline.

System Analyst

Minimum/General Experience:

Two and a half (2.5) years experienced in design and maintenance of database management systems. Knowledgeable of pertinent industry and Government standards (such as MIL-STDs) and structured (such as AFMC) system development processes.

Functional Responsibility:

Performs in assessing requirement for new or modified management information systems, performing detailed systems design, preparing written specifications, data modeling, programming, and conducting module and integration tests.

Minimum Education:

Bachelor's degree in Engineering or in a related technical discipline.

Technical Specialist

Minimum/General Experience:

Two and a half (2.5) years of specialized experience in software development and design in support of document conversion is desirable.

Functional Responsibility:

Ensures that all software programs and systems developed in support document management system conform meet functional/operational specifications. Responsible for software design and

development; systems design, integration, installation and administration to support microform of digital-based document management systems.

Minimum Education:

Bachelors degree or significant experience may be substituted for degree requirement.

Technical Team Leader

Minimum/General Experience:

Four (4) years of related work experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

Functional Responsibility:

Oversees all activities associated with team support considerations in evaluating and ensuring all support requirements have been satisfied. Directs and coordinates the work activities of team members. Applies expert knowledge to team activities. Responsible for employment, training and discipline of assigned employees.

Minimum Education:

Bachelor's Degree in a related discipline.

Technical Writer

Minimum/General Experience:

One (1) year experience in program documentation for management information systems.

Functional Responsibility:

Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Under direction will write and rewrite functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

Minimum Education:

Bachelor's Degree.

Technology Analyst

Minimum/General Experience:

Two (2) years related experience.

Functional Responsibility:

Must be able to: (1) Document an organization's current business process flows; (2) Design, code and test functional components of information systems according to project specifications; (3) Identify and document functional requirements for information systems; (3) Develop project documentation and user training materials according to program specifications; (4) Conduct user training sessions; (5) Prepare communications plans; (6) Produce database extracts; (7) Provide technical support to software development teams; (7) Perform program management support tasks, such as status reporting and work plan maintenance. Possess special skills in premium technologies, such as packaged enterprise software tools (e.g., Baan, SAP, PeopleSoft and

Oracle) and other premium market-driven technologies. Directed to exercise core skills on projects, or direct small teams.

Minimum Education:
Bachelor's Degree.

Technology Consultant

Minimum/General Experience:

Four (4) years related experience. Possess at least two years of experience in information systems implementation, change management efforts or business process redesign, including at least six months experience in premium technologies.

Functional Responsibility:

Qualified to perform tasks such as: (1) Develop functional and technical information system designs; (2) Supervise business integration analysts in the development of software designs, computer programming, system testing or training curricula; (3) Lead business process redesign teams in the development of new business process architectures; (4) Design training programs for information systems users; (5) Participate in quality reviews to ensure work complies with specified standards; (6) Develop team work plans; (7) Perform workflow analyses; (8) Design and manage databases; (9) Define information systems requirements; and (10) Assist in project budget preparation. Possess special skills in premium technologies, such as packaged enterprise software tools (e.g., Baan, SAP, PeopleSoft and Oracle) and other premium market-driven technologies.

Minimum Education:

Bachelor's Degree or three (3) additional years of related experience.

Telecommunications Engineer

Minimum/General Experience:

Five (5) years related experience. Qualified in the conceptual, development and acquisition processes and pertinent MIL-SODS. Experience in the planning, designing, development, testing and analysis of all types of communications systems. Requires knowledge of an experience in installation, implementation, operation and maintenance of communications software/protocols. Also, communications transmission technology using communication-computer standards recognized by IEEE, ISO, CCITT, NIST, and MIL-STDs.

Functional Responsibility:

Assist in the support of the translation of business requirements into telecommunications requirements, designs, and orders. Assist in the analysis of telecommunications alternatives in support of strategic efforts. Provide enhancement designs for small to medium-scale infrastructures. Provide interface support to telecommunications end users. Experience and knowledge in several of the following areas is desirable: telecommunications infrastructure, technology, and telecommunications engineering best practices; TCP/IP, routing protocols, LAN switching, Internet and Intranet systems, and SNMP based network management systems.

Minimum Education:

Bachelor's degree or equivalent experience in Electrical Engineering or in a related formal computer sciences or communications discipline.

Trainer I

Minimum/General Experience:

Two (2) years' experience or an equivalent combination of related experience, training and education needed to ensure the specified skill level. One (1) year of which must be specialized. Specialized experience includes experience in developing and providing end-user training on voice/data telecommunications services and/or hardware and system operation.

Functional Responsibility:

Prepares student materials including handouts, completion certificates, and course critique forms. Assists the Senior Training Specialist in the conduct of formal classroom courses, workshops, and seminars, as needed. Using material provides training to customers as specified in the task order.

Minimum Education:

High School Diploma or GED.

Trainer II

Minimum/General Experience:

Four (4) years' experience or an equivalent combination of related experience, training and education needed to ensure the specified skill level. Two (2) years of experience must be specialized. Specialized experience includes developing and presenting end user training in the areas of voice and data services including networks, terminal equipment, software, and system operation. Also required is the demonstrated ability to communicate orally and in writing and the ability to work independently or under only general direction.

Functional Responsibility:

Prepares all instruction materials (course outlines, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Trains personnel by conducting formal classroom courses, workshop, and seminars. Provides supervision and direction to staff.

Minimum Education:

Bachelor's Degree.

Web Developer

Minimum/General Experience:

One (1) year

Functional Responsibility:

Proficiency in web based development and design using ASP, VBScript, JavaScript, TSQL, and

DHTML. Candidate will have extensive knowledge of the software development lifecycle and will be responsible for verifying and documenting user requirements, developing and presenting prototypes, programming, testing and implementing the web portal. The qualified candidate will be a detail-oriented and highly motivated self-starter that is able to work closely in a collaborative role with other team members.

Minimum Education:

One or more years of experience in the development of complex server based, client/server, and n-tiered applications preferred. Minimum of an Associate's Degree in Computer Science, Information Technology, or relevant technical discipline or associated relevant operational experience.

Applicable to SINs 874-501, 874-503, 874-504**Acquisition Logistics Specialist 1**

Experience: Use software application to produce technical progress reports and correspondence. Apply familiarity with applications aligned with Federal Government acquisition and logistics guidelines. Responsibility: Produce technical and administrative documents. Maintain program/project working files and/or archives. Supervise document preparation and compilation as a working team member. Requires Bachelor's degree with 2 years' experience.

Acquisition Logistics Specialist 2

Plans, coordinates, and performs systems acquisition, technical analysis, logistics analysis and engineering analysis support functions for a program or project. Responsible for producing technical and administrative documents utilizing software applications aligned with Federal Government acquisition and logistics guidelines. Apply working knowledge of Federal acquisition and logistics guidelines and trends as directed. Interface with contractors, subcontractors, government services and agencies, and other supporting groups. Maintains project/program working files and archives and monitors systems and schedules. Supervises document preparation and compilation as a working team member. Requires Master's degree with 5 years' experience.

Administrative Specialist

Experience: includes performing diversified clerical, administrative, and general office duties of a highly responsible and confidential nature to manager(s) and staff. Requires good organizational and interpersonal skills to maintain schedules, calendars, correspondences and filing systems. This position requires knowledge of applicable policies, organization, and a high level of technical skills using automation tools including work processing and graphics. Education requirements are high school diploma or equivalent and/or one year of experience may be substituted.

CAD Operator

Develop design and layout of systems, units, and /or components to carry out design concepts and requirements. Integrate renderings of other CAD Operators/Specialists and interface with engineering, contractors, subcontractors, government services and agencies. Requires Associate degree and/or 3 years' experience.

CAD Specialist -1

Develop and layout of systems, units, and/or components to carry out design concepts and requirements. Develop familiarity with DOD standards. Requires Associates degree and/or 3 years' experience

CBT Specialist

Experience: Developing and providing technical and end-user training on computer hardware using common, current software in creating computer-based training for technical and/or non-technical subjects. Responsibility: Conducts the research necessary to develop and prepare finished computer-based training courses and appropriate supplemental documentation and handouts if required. Subject areas may include technical and/or non-technical topics of varying lengths and complexity. Requires Bachelor's degree with 4 years' experience.

Chief Logistics Analyst

Minimum/General Experience: Planning, programming, budgeting and execution activities for logistics programs. Responsibility: Assists and advises Government/client in broad areas of program execution, including technical, administrative, managerial, and financial disciplines. Organizes, plans and supervises team activities to ensure data and reporting successfully support program decision process. Exercises independent judgment and manages team efforts in resolving very difficult programmatic problems. Develops program level reports to provide management insight into technical, schedule, and financial performance of project/program. Requires advanced degree with 8 years' experience equivalent.

Clerical – 1

Responsible for performing administrative/technical support as directed, with continual supervision. Will learn and apply skills and knowledge of common office equipment and personal computers in data management, document control, computer support, project control, and related areas. Experience: Working knowledge of personal computers. Requires HS diploma with 0 years' experience.

Clerical – 2

Responsible for performing administrative/technical support as directed, with continual supervision. Will learn and apply skills and knowledge of common office equipment and personal computers in data management, document control, computer support, project control, and related areas. Experience: Personal computer literate with knowledge of email, word processing and spreadsheet software. Uses common office equipment; fax machine, copiers, projectors, and PC printers. Requires HS diploma with 4 years' experience

Computer Analyst – 3

Analyze needs and design intricate systems involving administrative, technical, and/or specialized scientific research objectives. Participate in design and implementation of systems/modules as an individual and/or integrated product team member. Develop system technical documentation per guidelines as required. Develop software in high level languages. Have experience in system architecture design and implementation. Requires Bachelors degree and/or 3 years' experience.

Computer Operator

Monitors and operates the control console of either a mainframe digital computer or a group of minicomputers, in accordance with operating instructions, to process data. Work is characterized by the ability to determine equipment needed for setup and operation, to load equipment with required items (tapes, cards, paper, etc.), integrate the necessary auxiliary equipment into the system, start and operate the control console, diagnose and correct equipment malfunctions, review error messages and make corrections during operation, or refers problems. Must test run new or modified programs and assist in modifying systems or programs. Must be a fully qualified Computer Operator or trainee working to become a fully qualified operator, and lead operators by providing assistance to lower levels. Requires HS diploma with 2 years' experience.

Configuration Specialist

Requires minimal supervision. Participates as contributing member of cross-functional project team. Develops and/or maintains CM plans and processes to control and document hardware and software baselines, specifications, and standards. Controls interfaces through Engineering Change Proposal (ECP) specification and control processes. Develops and maintains systems configuration and documentation and processes with automated tracking methods. Must be familiar with DoD, Federal and Commercial configuration management (planning, controlling, reporting, changing, and archiving) practices and requirements. Requires Bachelor's degree and/or 6 years' experience.

Drafting Specialist - 1

Experience: Work in various art media. Sketching, engineering drawings, photos, exploded views, cutaways and/or perspective drawings. Working knowledge of a computer generated graphics, photo copy reproduction, and engineering drawings layout techniques. Responsibility: Takes direction from lead drafting specialist or other authority. Recommends final style and format of engineering drawings. Produces design renderings based upon sketches; engineering and military specifications; standards; ad hoc publications; and handbooks. Operates task-oriented equipment: graphics work station and/or PC, scanner and associated software, printer(s), and photo copiers. Interfaces with technical and non-technical personnel to gather data and coordinate product acceptance. Requires HS diploma and/or 2 years of experience.

Drafting Specialist - 3

Experience: Work in various art media. Sketching, engineering drawings, photos, exploded views, cutaways and/or perspective drawings. Working knowledge of a computer generated graphics, photo copy reproduction, and engineering drawings layout techniques. Responsibility: Takes direction from lead drafting specialist or other authority. Recommends final style and format of engineering drawings. Produces design renderings based upon sketches; engineering and military specifications; standards; ad hoc publications; and handbooks. Operates task-oriented equipment: graphics work station and/or PC, scanner and associated software, printer(s), and photo copiers. Interfaces with technical and non-technical personnel to gather data and coordinate product acceptance. May lead teams in producing system/sub-system drawings sets. Requires Associates and/or 5 years of experience.

Graphic Illustrator/Artist

Experience: Demonstrates creativity and resourcefulness. Familiar with software products and processes. Experience may substitute for education. Responsibility: Create graphic design, artwork, and/or documentation layouts for on-line, interactive, Internet, and World Wide Web applications. Uses available software tools to resolve complex design problems.

Information Specialist - 1

Experience: Administrative and technical information technology (IT) and management information system (MIS) services. Broad knowledge and expertise across government IT/MIS processes, requirements, and practices. Responsibilities: Assist in selecting and tailoring COTS application software and developing new applications as required to support government tasks. Operates and maintains software applications to support technical and programmable processes on common office automation equipment. Provides broad range of MIS administrative and technical support in government environment. Prepares, produces, edits, and revises technical, and/or programmatic documents, and reports in varying size and complexities. Interfaces with project/program and Government personnel. Requires Bachelor's degree and/or 6 Years of experience.

Logistician - 1

Experience: Packing, handling, and storage of material. Warehousing including movement of inventory stock with a record of minimum breakage and loss. Reliable work with high value items. Careful handling with minimum loss of items sensitive to environmental extremes is desired. Responsibility: Working with other logisticians and/or engineers, assist in development of packaging, handling, storage, and shipping systems for wide varieties of items, possibly covering the spectrum from heavy industrial to micro miniature system components. Assist in systems testing; packaging, handling, storage, and shipping; installation and checkout; and facilities preparation and setup. Requires high school diploma and/or equivalent of 5 years working experience.

Logistician - 3

Experience: Applies statistical analysis and parametric analysis techniques. Investigated logistical factors of system supportability and produced Logistical Support Analysis products. **Responsibilities:** Perform system-level logistics support analyses. Recommend to program/project management the support requirements quantities and scheduling for support items for a system throughout its life cycle. Oversee and/or conduct trade-off studies. Consider COTS/GOTS in arriving at support element recommendations. May lead investigations of packaging, handling, storage, and shipping system alternatives, and of system installation scenarios. Gathers data from current and historical program archives to be manipulated in analyses. Prepare analysis results for management review and evaluation. Requires Bachelor's degree and/or 8 years' experience equivalent.

Logistician - 6

Experience. Managing and leading data analysis activities to develop comprehensive system performance parameters. Extensive knowledge of current commercial and/or military specifications and standards and their application to solve complex system development, acquisition, and sustainment problems. **Responsibility.** Logistics engineering leadership across engineering/technical disciplines. Leads medium to large teams performing tasks in areas of discipline and/or related areas. Supervises teams of multidisciplinary experts and specialists that develop and implement complex system-level solutions and provide complete and comprehensive logistics engineering solutions. May perform independent tasks solving very complex problems in logistics and/or related areas. Requires Bachelor's degree with 6 years' experience equivalent.

Logistics Analyst - 1

Experience: Reviews and validates data/information inputs and outputs for accuracy, relevance, and general suitability, and makes minor adjustments and corrections to ensure product quality. **Responsibilities:** Performs logistics tasks associated with engineering, scientific or general data processing functions within Governmental and/or civil development, acquisition, and/or operational environments. Interfaces with individual users to resolve operational and/or business processes, and/or routine technical, problems. Coordinates tasks with other employees, trains and assists less-experienced personnel. Participates as individual contributor and as member of multiple cross-functional integrated product teams and/or functional area teams. Requires Bachelor's degree with 1 Year of experience equivalent.

Logistics Analyst - 2

Experience: Reviews and validates data/information inputs and outputs for accuracy, relevance, and general suitability, and makes minor adjustments and corrections to ensure product quality. **Responsibilities:** Performs logistics tasks associated with engineering, scientific or general data processing functions within Governmental and/or civil development, acquisition, and/or operational environments. Interfaces with individual users to resolve operational and/or business processes, and/or routine technical, problems. Coordinates tasks with other employees, trains and

assists less-experienced personnel. Participates as individual contributor and as member of multiple cross-functional integrated product teams and/or functional area teams.

Logistics Consultant - 1

Experience: Technical expertise in the specific industry or logistics-related subject matter area. Responsibility: Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems in concept development; system planning, design, and/or implementation. Requires Bachelor's degree with equivalent of 5 years of experience.

Logistics Consultant - 2

Experience: Technical expertise in the specific industry or logistics-related subject matter area. Responsibility: Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems in concept development; system planning, design, and/or implementation. Requires Bachelor's degree with equivalent of 8 years of experience.

Logistics Consultant - 3

Experience: Technical expertise in the specific industry or logistics-related subject matter area. Responsibility: Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems in concept development; system planning, design, and/or implementation. Requires Bachelor's degree with equivalent of 10 years of experience.

Logistics Coordinator - 1

Experience: Technical liaison with Government and/or commercial logistics, engineering, administrative, and management personnel. Responsibility: Troubleshooting, repair, and technical support during all system life cycle phases. Assesses and responds to situations where standard procedures have failed to isolate or fix equipment problems. Reports design, reliability, maintainability, and maintenance problems to engineering. May be involved in system installation and checkout, and user, administrator, and/or maintainer training programs. Education requirement is for Associates degree and/or a minimum of 1 year experience.

Logistics Coordinator - 2

Experience: Technical liaison with Government and/or commercial logistics, engineering, administrative, and management personnel. Responsibility: Troubleshooting, repair, and technical support during all system life cycle phases. Assesses and responds to situations where standard procedures have failed to isolate or fix equipment problems. Reports design, reliability, maintainability, and maintenance problems to engineering. May be involved in system installation and checkout, and user, administrator, and/or maintainer training programs. Education requirement is for Bachelor's degree and/or a minimum of 3 years' experience.

Logistics Coordinator - 3

Experience: Technical liaison with Government and/or commercial logistics, engineering, administrative, and management personnel. Responsibility: Troubleshooting, repair, and technical support during all system life cycle phases. Assesses and responds to situations where standard procedures have failed to isolate or fix equipment problems. Reports design, reliability, maintainability, and maintenance problems to engineering. May be involved in system installation and checkout, and user, administrator, and/or maintainer training programs. Education requirement is for Bachelor's degree and/or a minimum of 5 years' experience.

Logistics Engineer - 1

Experience: None. Responsibility: Works in interdisciplinary project teams, requiring supervision and guidance. Performs analysis of complex system-level problems and may recommend technical solutions. Supports resolution of item/system acquisition, technical, and operational issues. Requires Bachelor's degree with 0 years' experience.

Logistics Engineer - 3

Experience: Engineering services to a Government agency. Assessing subsystem/system-level problems and contributing to their solution by identifying and defining technical requirements. Responsibility: Works in interdisciplinary project teams, requiring general and some task-specific supervision and guidance. Performs comprehensive analysis of some system-level problems and may recommend technical solutions. Supports resolution of complex system acquisition, technical, and operational issues. Requires Bachelor's degree with equivalent of 2 years' experience.

Logistics Engineer - 5

Experience: Engineering services to a Government agency. Assessing subsystem/system-level problems and contributing to their solution by identifying and defining technical requirements. Responsibility: Works in interdisciplinary project teams, requiring general and some task-specific supervision and guidance. Performs comprehensive analysis of some system-level problems and may recommend technical solutions. Supports resolution of complex system acquisition, technical, and operational issues. Requires Bachelor's degree with equivalent of 2 years' experience.

Logistics Engineer – 7

Experience: Engineering services to a Government agency. Assessing complex, system-level problems and contributing to their solution. Demonstrated technical and managerial expertise in major system acquisition, development, test, deployment, life cycle sustainment, and/or disposition activities. Responsibilities: Supports resolution of complex system acquisition, technical, operational, and sustainment issues. Normally leads and supervises project teams and working groups and develops and defines technical and programmatic solutions to multifaceted, complex system challenges. Requires Bachelor's degree and/or 7 years' experience.

Logistics Specialist - 1

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 1 year of experience.

Logistics Specialist - 2

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 3 years of experience.

Logistics Specialist - 3

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 5 years of experience.

Logistics Specialist - 4

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 8 years of experience.

Logistics Specialist - 6

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 10 years of experience.

Logistics Specialist - 7

Experience. Logistics tasks in any applicable discipline. Responsibility. Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance.

Performs some system-level analysis. Supports resolution of logistics-related acquisition, technical, operational, and/or sustainment areas. Leads task teams when necessary. Requires HS diploma and/or 12 years' experience

Logistics Support - 1

Experience: Commercial or government experience in a logistics area of expertise.

Responsibility: Logistics support as required in the areas of data management, document control, computer support, project control, and other related areas. Education requirement high school diploma and 0 years of experience.

Logistics Support - 3

Experience: Commercial or government experience in a logistics area of expertise.

Responsibility: Logistics support as required in the areas of data management, document control, computer support, project control, and other related areas. Education requirement high school diploma and 3 years of experience.

Program Manager - 1

Possesses both technical and management experience, from inception to deployment, of two or more large-scale complex projects. Specialized Experience includes complete project development from inception to deployment in work similar to what is described in the RFP. Demonstrated ability to provide guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in the management and control of funds and resources. Requires Bachelor's degree with 6 years' experience equivalent.

Program Manager - 2

Experience: Project/Program supervision and management. Responsibilities: Manages and directs technical project/program personnel to ensure objectives are met with top quality and levels of performance. Manages large projects within the program involving multi-functional tasks and substantial complexity. Plans and supervises major system life cycle support tasks/functions including requirements definition, acquisition, integration, test and evaluation, fielding/installation, and disposition. Requires Bachelor's degree with 10 Years of experience equivalent.

Programmer 1

Experience: Software applications for computers and related equipment used for scientific, technical and/or administrative projects. Responsibilities: Analyses, designs, codes and/or documents basic and advanced applications for small to large scale computers/networks and/or related equipment used for technical, scientific and administrative projects. Assesses user requirements and specifications and translates them into software with appropriately detailed

instructions for use with information technology/electronic data processing/management information/automated data processing, etc., systems. Writes, documents, tests and/or revises software programs. Prepares detailed operational and administrative program/process instructions for the operators and/or users of the software produced. Requires Bachelor's degree with 5 years related experience or equivalent.

Project Manager 1

Provides leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transitioning. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Interfaces with the Contractor's Program Manager as well as Government management personnel including, but not limited to, the Contracting Officer and the Contracting Officer's Technical Representative. Reports in writing and orally to contractor management and Government representatives. Requires Bachelor's degree with 6 years' experience equivalent.

Project Manager 2

Provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transitioning. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Interfaces with the Contractor's Special Program Manager as well as Government management personnel including, but not limited to, the Contracting Officer and the Contracting Officer's Technical Representative. Reports in writing and orally to contractor management and Government representatives. Requires Bachelor's degree with 8 years' experience equivalent.

Quality Assurance Specialist

Specialized experience with Configuration Management, verification and validation, and testing and integration, plus experience with metrics and their application to quality assessment and knowledge of system and project life cycles. General experience required includes increasing responsibilities in quality assurance, quality control, working with standard quality control methods and tools. Requires Bachelor's degree with 5 Years of experience equivalent.

Senior CAD Operator

Experience: Relevant experience including with DoD standards. Supervision of other CAD Operator(s)/Specialist(s). Experience may substitute for degree. Responsibility: Develop design and layout of systems, units, and /or components to carry out design concepts and requirements, integrate renderings of other CAD Operators/Specialists and interface with engineering on

revisions. Coordinate revising tasks with Associate CAD Operators/Specialists. Critique products of other CAD Operators and Specialists. Requires Associate degree with 6 years' experience equivalent.

Senior Logistics Analyst

Experience: Planning, programming, budgeting and execution activities for logistics programs. Responsibilities: Assists and advises Government/client in all areas of program performance including technical, administrative, and financial. Organizes, plans, assigns, and employs all resources necessary to execute the program. Oversees and manages tasks. Creates, obtains, and manages program data and develops comprehensive program status reports of project/program performance. Requires Advanced degree with 5 years' experience.

Senior Technical Writer

Experience: Relevant experience. Equivalent years in experience may substitute for education. Responsibility: Writing, rewriting, and/or editing of material of administrative, engineering, and/or scientific nature. Given appropriate guidelines, authors: procedures, checklists, task guides, and other technical documentation for system/process users, operators, administrators, and/or maintainers. Interface with other project/program people at all levels as needed to gather information and/or ensure accuracy and completeness of products. Prepare and/of finalize formal presentations for status reviews and other events as directed by project/program management, may require interfacing with Government/client representatives. Requires Associates degree with 6 Years of experience equivalent.

Specialty Engineer – 1

Experience: Includes civil, aeronautical, mechanical, chemical and/or computer engineering and/or mathematics, physics, and/or other technical discipline(s) relevant to the tasking. Responsibility: Works within interdisciplinary project teams, under close supervision, assessing problems and developing, testing and selecting alternative solutions. Prepares inputs to defining technical documentation such as system specifications and standards. Participates in special studies and analysis tasks performing literature searches to develop equipment solutions. Provides technical expertise to help solve technical problems. Requires Bachelor's degree with 5 years' experience equivalent.

Specialty Engineer - 3

Experience: Includes civil, aeronautical, mechanical, chemical and/or computer engineering and/or mathematics, physics, and/or other technical discipline(s) relevant to the tasking. Responsibility: Applies technical expertise to solving problems. Works as an individual contributor and as part of a larger, multidisciplinary integrated product or task team. Conducts studies and analyses. Develops technical design solutions. Writes and critiques technical documents. Leads teams in areas of expertise and/or related areas in problem solving and quality surveillance. Assists in project/program management. Requires Bachelor's degree and/or 5 years' experience equivalent.

Specialty Engineer - 4

Experience: Includes civil, aeronautical, mechanical, chemical and/or computer engineering and/or mathematics, physics, and/or other technical discipline(s) relevant to the tasking. Statistical analysis expertise is important. Some project management background is desired. Responsibility: Leads analytical efforts to enhance system productability and supportability. Works as an individual contributor and as part of a larger, multidisciplinary integrated product or task team. Conducts studies and analyses. Develops technical design solutions. Writes and critiques technical documents. Requires Bachelor's degree with 5 years' experience equivalent.

Subject Matter Expert - 1

Experience: System acquisition, system engineering, specialty engineering and/or sustainability disciplines. Demonstrated comprehensible knowledge of design, development, test and evaluation, deployment, operations and/or sustainment of COTS / GOTS based systems and subsystems. Responsibilities: Problem resolution and process improvement in the acquisition, development, test and evaluation, deployment, operations and/or sustainment of systems and subsystems. Formulates application concepts and supports system architecture development and/or change. May lead project team in area of expertise. Provides broad, technical consulting services in areas of expertise. Requires Bachelor's degree and/or 5 years' experience.

Subject Matter Expert - 2

Experience: System engineering, specialty engineering and/or sustainability disciplines. Demonstrated comprehensible knowledge of design, development, test and evaluation, deployment, operations and/or sustainment of COTS / GOTS based systems and subsystems. Responsibilities: Problem resolution and process improvement in the acquisition, development, test and evaluation, deployment, operations and/or sustainment of systems and subsystems. Formulates application concepts and supports system architecture development and/or change. May lead project team in area of expertise. Provides broad, technical consulting services in areas of expertise. Requires Bachelor's degree and/or 8 years' experience.

Subject Matter Expert - 3

Experience: System engineering, specialty engineering and/or sustainability disciplines. Demonstrated comprehensible knowledge of design, development, test and evaluation, deployment, operations and/or sustainment of COTS / GOTS based systems and subsystems. Responsibilities: Problem resolution and process improvement in the acquisition, development, test and evaluation, deployment, operations and/or sustainment of systems and subsystems. Formulates application concepts and supports system architecture development and/or change. May lead project team in area of expertise. Provides broad, technical consulting services in areas of expertise. Requires Bachelor's degree and/or 12 years' experience.

Technical Expert

Experience: Technical expertise in the subject matter. Responsibility: Serve as the senior technical architect or advisor for strategies for designing and implementing simple to complex systems involving information processing, communications, and/or networking. Knowledgeable of state-of -the-art or emerging technologies and methodologies. Requires Advanced degree with 15 Year experience equivalent.

Technical Specialist - 1

Experience: Installation, assembly, maintenance, relocation, upgrade, test and checkout, modification, instrumentation, fault isolation, and/or configuration and/or data management. Responsibilities: Assemble, install, modify, test and maintain systems, subsystems, and components. Prepare and maintain technical project documentation. May perform Configuration and/or Data Management functions and general administrative tasking. Performs routine technical writing; training; graphics design; data gathering, processing, analysis, and/or reduction. Prepares project logs, working files, and records. Supports projects in all phases or system acquisition, research and development, test and evaluation, installation, integration, fielding, sustainment, and/or post mortem disposal. Provide system and subsystem maintenance throughout the life cycle. Participates in and supports activities of multifunctional project teams. Requires Associates degree and/or 5 years' experience equivalent

Technical Specialist – 3

Experience: Installation, assembly, maintenance, relocation, upgrade, test and checkout, modification, instrumentation, fault isolation, and/or configuration and/or data management. Responsibilities: Assemble, install, modify, test and maintain systems, subsystems, and components. Prepare and maintain technical project documentation. Perform Configuration and/or Data Management functions and general administrative tasking. Performs routine technical writing; training; graphics design; data gathering, processing, analysis, and/or reduction. Prepares project logs, working files, and records. Supports projects in all phases or system acquisition, research and development, test and evaluation, installation, integration, fielding, sustainment, and/or post mortem disposal. Provide system and subsystem maintenance throughout the life cycle. Participates in and supports activities of multifunctional project teams. Requires Bachelor's degree and/or 5 Years of experience equivalent.

Technical Specialist – 5

Experience: Installation, assembly, maintenance, relocation, upgrade, test and checkout, modification, instrumentation, fault isolation, and/or configuration and/or data management. Responsibilities: Assemble, install, modify, test and maintain systems, subsystems, and components. Prepare and maintain technical project documentation. May perform Configuration and/or Data Management functions and general administrative tasking. Performs routine technical writing; training; graphics; design; data gathering, processing, analysis, and/or reduction. Prepares project logs, working files, and records. Supports projects in all phases or system acquisition, research and development, test and evaluation, installation, integration,

fielding, sustainment, and/or post mortem disposal. Provide system and subsystem maintenance throughout the life cycle. Participates in and supports activities of multifunctional project teams. Requires Bachelor's degree and/or 6 years' experience equivalent.

Technical Writer/Editor

Experience: Relevant experience. Equivalent years in experience may substitute for education. Responsibility: Edit, write, and/or rewrite various types of material including administrative, engineering, and/or scientific. Per appropriate guidelines, authors: procedures, checklists, task guides, and/or other technical documentation for system/process users, operators, administrators, and/or maintainers. Prepare formal presentations for status reviews and other events as directed to gather information and/or ensure accuracy and completeness of products. Interfacing with Government/client representatives. Requires Associate degree with 2 years' experience equivalent.

Test Specialist 1

Experience: Test management in systems acquisition program office, Government or industry. At least six months of this experience within the last 5 years. Responsibility: Assist project/program test director. Interpret, plan, organize, execute, coordinate, and evaluate situations focused on unique test requirements having a major effect on the project/program. Apply intensive and diverse knowledge to problems and make independent decisions, or make recommendations to project/program management. Assist in organizing the system/item/component testing involving weapon system contractors, DoD agencies, e.g., other USAF or Allied test organizations; NASA; DARPA; FAA; and/or other Government entities. Analyze and provide potential solutions for program test problems, issues and/or concerns. Assist with establishing test objectives and approach necessary to ensure a thorough, meaningful test program. Support project/program management at lower to middle levels within the government and/or the other contractor organizations. Participate in major program reviews, inspections, Conferences, test plan working group meeting, executive independent reviews, other program evaluations, test, and all major milestone events. Requires Bachelor's degree with 5 years of experience equivalent.

Training Specialist 1

Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Requires HS diploma with 2 years' experience equivalent.

Training Specialist 2

Experience: Acquisition planning, coordinating, developing, executing, evaluating, revising, updating, conducting and/or administering training activities of management, operations, and/or

related fields. Education may be waived for 5 years of relevant experience. Responsibility: Customized off-the-shelf training packages to meet specific program needs related to management, organization and business improvement services. Include exercising instructional system development in assessing system training requirements. Involves selecting training modes to suit skill and knowledge needed for task performance, development, and preparation of training materials. Assists with scheduling and conduct of training sessions for a variety of topics to meet specific program needs.

Training Specialist 3

Experience: Acquisition planning, coordinating, developing, executing, evaluating, revising, updating, conducting and/or administering training activities of management, operations, engineering, and/or related fields. Education may be waived for 10 years of relevant experience. Responsibility: Customized off-the-shelf training packages to meet specific program needs related to management, organization and business improvement services. Include exercising instructional system development in assessing system training requirements. Involves selecting training modes to suit skill and knowledge needed for task performance, development, and preparation of training materials. Assists with scheduling and conduct of training sessions for a variety of topics to meet specific program needs. Requires Bachelor's degree with 5 years' experience equivalent.

Applicable to SINs 874-1 and 874-7

Administrative Assistant

Minimum/General Experience: Five (5) years' experience in a word processing environment. Technical knowledge of operation, installation, application and maintenance of word processing systems.

Functional Responsibility: Provides direct support to consultants and other senior personnel conducting consulting activities. Consultant support includes providing various word processing functions that include production of complex documents that are deliverables for the consulting engagement. Also plans the layout of complicated material requiring a high level of speed and accuracy with minimum supervision.

Minimum Education: Requires a High School Diploma or equivalent. Associate's degree/two year business school certificate is recommended.

Associate Organizational Change Specialist

Minimum/General Experience: Three (3) years' experience.

Functional Responsibility: As an organizational change specialist will provide change management, organization design, process improvement, and associate strategy development. Requires experience in field organizing activities and excellent interpersonal and written communications skills. This position requires the ability to lead and motivate individuals and teams and the ability to think strategically regarding members and employee organizing and use the tools of the trade.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Consultant / Subject Matter Expert I

Minimum/General Experience: Three (3) years of work experience that can be demonstrated to be applicable to the duties listed in the functional responsibility.

Functional Responsibility: As a junior consultant, provides expert, independent services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Consultant / Subject Matter Expert II

Minimum/General Experience: Five (5) years of work experience or an equivalent combination of education and experience that can be demonstrated to be applicable to the duties listed in the job description.

Functional Responsibility: As a consultant, provides expert, in-depth knowledge of a business area that enhances the team's understanding. Provides new business processes and applications that behave differently from existing ones. Participates in business modeling and requirements definition activities. Provides input to and make decisions about detailed requirements.

Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Consultant / Subject Matter Expert III

Minimum/General Experience: Ten (10) years of work experience or an equivalent combination of education and experience that can be demonstrated to be applicable to the duties listed in the job description.

Functional Responsibility: As a consultant, provides expert, independent services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Junior Management Analyst

Minimum/General Experience: Minimum three (3) years' experience in business environment working in areas directly related to the duties listed in the functional responsibility. Exceptional interpersonal and communication skills. Strong analytical and PC skills.

Functional Responsibility: Provides direct support to consultants and other senior personnel conducting consulting activities including creativity and sound judgment involving unusual and complex management and technical problems

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a management discipline or a related field.

Junior Management Consultant

Minimum/General Experience: Minimum three (3) years' experience in business environment working in areas directly related to the duties listed in the functional responsibility. Exceptional interpersonal and communication skills. Strong analytical and PC skills.

Functional Responsibility: As a junior consultant, provides expert, independent services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all task assignments. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Operations Research Specialist

Minimum/General Experience: Eight (8) years of relevant experience

Functional Responsibility: Researches and analyzes operational data to perform management and organizational assessments. Compiles data and develops information for use by organizations, management teams, and leaders. Provides operation, process, and procedural appraisals to prepare materials for constructing customized workshops and training exercises. Develops customized organizational development, planning, and team building tools. Prepares and conducts surveys, analyzes survey data, and develops trend information. Utilizing modeling techniques, simulates complex operational environments and proposed changes to operational environments to evaluate performance attributes.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in administration, science, or engineering.

Organizational Analyst

Minimum/General Experience: Usually has three (3) years of consulting related experience.

Functional Responsibility: Provides analysis of data. May be responsible for preparing deliverable documents for internal review.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent.

Organizational Researcher

Minimum/General Experience: Usually has one (1) year of consulting related experience.

Functional Responsibility: Entry-level position. Performs basic data collection and presentation. Minimal analysis required.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent.

Principal Consultant

Minimum/General Experience: Eighteen (18) years of progressive experience in business environment working in areas directly related to the duties listed in the functional responsibility. Exceptional interpersonal and communication skills. Strong analytical and PC skills.

Functional Responsibility: As a principal consultant, provides expert, independent services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Minimum Education: Requires a Master's degree or technical training equivalent in a subject matter related field is preferred.

Program Manager

Minimum/General Experience: Twelve (12) years' experience, of which at least seven (7) years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in management.

Functional Responsibility: As a senior consultant, provides management of projects, ensuring maximum effectiveness in the use of resources for the timely completion of projects.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in computer science, engineering, business, finance, management or other applicable field. Master's degree preferred.

Project Manager

Minimum/General Experience: Eight (8) years' experience, of which at least seven (7) years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in management.

Functional Responsibility: Serves as the manager for large task orders or groups of task orders. Interfaces with client personnel. Under guidance of the Program Manager, responsible for formulating and enforcing work standards, assigning schedules, reviewing work discrepancies and communicating policies, procedures, and goals of the program.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in computer science, engineering, business, finance, management or other applicable field.

Senior Associate I

Minimum/General Experience: Minimum of fifteen (15) years of experience is required, of which nine (9) years must be specialized in a mutually agreed field of endeavor. Processes exceptional, in-depth knowledge of the products/services they support and are capable of providing strategic knowledge for upgrades and process improvement efforts. Experience

required includes overall program/project development from inception to execution/completion, and demonstrated ability to provide in depth assessment and advice in a very wide range of tasks across several functional areas including the use of multiple technologies.

Functional Responsibility: Leads teams to develop strategies, initiatives and products that further the Government's priorities and goals. Maintain project management systems to ensure projects are produced on time and within budget. Responsible for process improvement and resolving other macro issues/problems. Capable of managing the conceptualization, planning, development, implementation, logistics and budget for projects focused on critical issues. Capable of supervising a project team, consultants and vendors responsible for various phases of projects.

Minimum Education: Requires a Master's Degree or technical training equivalent.

Senior Associate II

Minimum/General Experience: Minimum of eighteen (18) years of experience is required, of which ten (10) years must be specialized in a mutually agreed field of endeavor. Processes exceptional, in-depth knowledge of the products/services they support and are capable of providing strategic knowledge for upgrades and process improvement efforts. Experience required includes overall program/project development from inception to execution/completion, and demonstrated ability to provide in depth assessment and advice in a very wide range of tasks across several functional areas including the use of multiple technologies.

Functional Responsibility: Leads teams to develop strategies, initiatives and products that further the Government's priorities and goals. Maintain project management systems to ensure projects are produced on time and within budget. Responsible for process improvement and resolving other macro issues/problems. Capable of managing the conceptualization, planning, development, implementation, logistics and budget for projects focused on critical issues. Capable of supervising a project team, consultants and vendors responsible for various phases of projects.

Minimum Education: Requires a Master's Degree or technical training equivalent.

Senior Consultant

Minimum/General Experience: Minimum of eighteen (18) years of experience is required, of which seven (7) years must be specialized in a mutually agreed field of endeavor. Experience required includes overall program/project development from inception to execution/completion, and demonstrated ability to provide in depth assessment and advice in a very wide range of tasks across several functional areas including the use of multiple technologies.

Functional Responsibility: As a senior consultant, provides expert, independent services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Minimum Education: Requires a Master's Degree or technical training equivalent in a subject matter related field.

Senior Evaluation Specialist

Minimum/General Experience: Five (5) years' experience designing and conducting large-scale qualitative and quantitative evaluations; experience writing evaluation reports; experience supervising field research assistants.

Functional Responsibility: Development of evaluation questions and selection of appropriate methods for answering them; selection, orientation, and supervision of field assistants; implementation of questionnaires and other evaluation instruments, conduct of interviews and focus groups; analysis of information; reporting.

Minimum Education: Requires Bachelor's Degree or an equivalent combination of education and experience, which provides comparable knowledge.

Senior Organizational Change Specialist

Minimum/General Experience: Ten (10) years' experience of which a minimum of six (6) years must be specialized in organizational assessment and evaluation, organizational design, or development of leadership and management skills.

Functional Responsibility: Performs in a professional position requiring an in-depth knowledge. Facilitates independent, complex reviews, applies organizational analysis techniques and performance measurement methodologies. Responsible for planning, organizing, and directing organizational or process reviews.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Senior Trainer / Trainer Designer I

Minimum/General Experience: Five (5) years of relative experience. Responsible for directing the development, implementation and administration of programs to train personnel.

Functional Responsibility: Design of training needs assessments and programs and development of training materials; design and delivery of training sessions and modules; design and delivery of training-of-trainers courses; supervision of trainers.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Senior Trainer / Trainer Designer II

Minimum/General Experience: Seven (7) years of relative experience. Responsible for directing the development, implementation and administration of programs to train personnel.

Functional Responsibility: Design of training needs assessments and programs and development of training materials; design and delivery of training sessions and modules; design and delivery of training-of-trainers courses; supervision of trainers.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Senior Training Consultant

Minimum/General Experience: Minimum of eight (8) years of experience is required, of which five (5) years must be specialized in a mutually agreed field of endeavor. Experience required includes overall program/project development from inception to execution/completion, and demonstrated ability to provide in depth assessment and advice in myriad tasks across several functional areas and including the use of multiple technologies.

Functional Responsibility: Duties includes consultation provided on-site or via long distance communication for technical assistance on preparation and analyses of needs assessments, agenda design, training techniques, preparation of training evaluation methods or forms, identification of qualified trainers, location of training resources, and event planning.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Strategic Planner

Minimum/General Experience: Ten (10) years' experience.

Functional Responsibility: Assist large and small organizations in the strategic planning process, assist in determining future growth plans for effective organizations. Provide direct consultation to organizational management. Plan, organize, and conduct strategic planning seminars; provide oversight for the facilitation of large and small-group planning sessions and provide immediate feedback to organizational management.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Systems Integrator

Minimum/General Experience: Five (5) years related experience

Functional Responsibility: Defines problems, collect data, establish facts, and draw valid conclusions. Provides technical expertise in the areas of delivering process and productivity improvements, solutions, Develops business and strategic plans, provides performance measurement criteria and training and conducts financial and cycle-time analysis.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Technical Analyst

Minimum/General Experience: One (1) year related experience.

Functional Responsibility: Conduct a variety of administrative and systemic developmental tasks and projects including application developments and tailoring, metrics determination and tracking, and training of staff in business effectiveness improvement.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Technical Editor

Minimum/General Experience: Three (3) years' experience.

Functional Responsibility: Assist in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Must demonstrate an ability to work independently or under only general direction.

Minimum Education: Requires a Bachelor's Degree in English, literature, or other related discipline. This position requires a minimum of three years' experience, of which at least one year must be specialized. Specialized experience includes demonstrated experience in editing documents, including technical documents.

Technical Specialist

Minimum/General Experience: Two (2) years related experience.

Functional Responsibility: Prepare and execute plan for establishment, reengineering, and operation for computer networks, tailored applications, and virtual private networks.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Technical Writer

Minimum/General Experience: Three (3) or more years' experience in the preparation and review of technical information in written or illustrated form. Experienced with procurement process, budget cycles, and computer and training device terminology.

Functional Responsibility: Composes and finalizes technical documentation including specifications, user manuals, etc. in the style, content and format required by the relevant standards using input received from technical personnel. Provides direct support to consultants and other senior personnel conducting consulting activities

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field to literature or other liberal arts.

Trainer I

Minimum/General Experience: Three (3) years professional experience.

Functional Responsibility: Development of training session designs in field of expertise; "stand-up" delivery of training sessions; assessment of trainees' progress toward reaching training objectives.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Trainer II

Minimum/General Experience: Five (5) years professional experience.

Functional Responsibility: Design of training needs assessments and programs and development of training materials; design and delivery of training sessions and modules; design and delivery of training-of-trainers courses; supervision of trainers.

Minimum Education:

Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Training Project Director

Minimum/General Experience: Five (5) years' experience in managing large-scale projects.

Excellent communication, organizational, and planning skills. Proficient use of MS Office suite and project management software.

Functional Responsibility: Overall personnel supervision and financial management of training program or project; contract compliance, quality control, and client liaison.

Minimum Education: Requires a Bachelor's Degree or technical training equivalent in a subject matter related field.

Applicable to SIN 520-8, 520-11, 520-12, 520-13, 520-21, 520-22**Administrative Assistant I (SCA)**

KNOWLEDGE, SKILLS AND ABILITIES: Maintain paper and electronic filing systems for records and messages; Route and distribute incoming mail and email; Answer routine letters and email; Reply and attach files to incoming messages. Correct spelling and grammar to ensure accuracy. Operate fax machines, videoconferencing and phone systems, and other office equipment. Complete forms in accordance with company procedures; Create spreadsheets, compose messages, manage databases, and produce presentations, reports, and documents. Negotiate with vendors, buy supplies, manage stockrooms or corporate libraries, and get data from various sources. In addition to secretarial duties, will provide administrative support to executive staff; invoice payments and updating contract payment files; enter files in contract database and various other contractual related supports.

EDUCATION: High school diploma or equivalent, two or more years of business school or college preferred

EXPERIENCE: Two or more years of administrative working experience

Applicable to SIN 520-8, 520-11, 520-12, 520-13**Accountant I**

KNOWLEDGE, SKILLS AND ABILITIES: Perform a variety of accounting tasks, e.g., examining a variety of financial statements for completeness, internal accuracy, and conformance with uniform accounting classifications or other specific accounting requirements; reconciling reports and financial data with financial statements already on file, and pointing out apparent inconsistencies or errors; carrying out assigned steps in an accounting analysis, such as computing standard ratios; assembling and summarizing accounting literature on a given subject; preparing relatively simple financial statements not involving problems of analysis or presentation; and preparing charts, tables, and other exhibits to be used in reports. In addition, may also perform some nonprofessional tasks for training purposes. Proficient in using financial systems and software application (e.g., Microsoft Excel, Access, etc.) for analysis and financial reports preparation

EDUCATION: Bachelor's degree or experience equivalent to a Four-year college education with an emphasis in accounting

EXPERIENCE: Minimum One year experience in accounting/ finance

Applicable to SIN 520-8, 520-11, 520-12, 520-13**Accountant II**

KNOWLEDGE, SKILLS AND ABILITIES: Perform a variety of accounting tasks, e.g., prepares routine working papers, schedules, exhibits, and summaries indicating the extent of the examination and presenting and supporting findings and recommendations. Examines a variety of accounting documents to verify accuracy of computations and to ascertain that all transactions are properly supported, are in accordance with pertinent policies and procedures, and are classified and recorded according to acceptable accounting standards. Proficient in using financial systems and software application (e.g., Microsoft Excel, Access, etc.) for analysis and financial reports preparation

EDUCATION: Bachelor's degree in accounting or a related field; equivalent experience and education combined, may be substituted

EXPERIENCE: Two- Four years' experience in accounting/ finance

Applicable to SIN 520-8, 520-11, 520-12, 520-13**Accountant III**

KNOWLEDGE, SKILLS AND ABILITIES: Assure that the assigned day-to-day operations are carried out in accordance with established accounting principles, policies, and objectives. Develop nonstandard reports and statements (e.g., those containing cash forecasts reflecting the interrelations of accounting, cost budgeting, or comparable information); interpreting and pointing out trends or deviations from standards; projecting data into the future; predicting the effects of changes in operating programs; or identifying management informational needs, and refining account structures or reports accordingly. Within the limits of delegated responsibility, makes day-to-day decisions concerning the accounting treatment of financial transactions. Expected to recommend solutions to moderately difficult problems and propose changes in the accounting system for approval at higher levels. Such recommendations are derived from personal knowledge of the application of well-established principles and practices. Responsible for the direction of others, the supervision of a subordinate nonprofessional staff; may coordinate the work of lower level professional accountants. Well versed in using financial systems and software application (e.g., Microsoft Excel, Access, etc.) for analysis and financial reports preparation

EDUCATION: Bachelor's degree in accounting or a related field; and, or Certified Public Accountants (CPA) registration preferred.

EXPERIENCE: Three years' experience performing full working-level accounting duties with a CPA firm, or four years of experience performing full working-level accounting duties in the public or private sector

Applicable to SIN 520-8, 520-11, 520-12, 520-13**Accountant IV**

KNOWLEDGE, SKILLS AND ABILITIES: Responsible for the operation and supervision of the day-to-day operation of accounting system which has a few relatively stable accounting segments; major segment (e.g., general accounting, cost accounting, or financial statements and reports) of an accounting system serving a larger and more complex organization; or in a complex system. Applies well-established accounting principles, theories, concepts and practices to a wide variety of difficult problems; Receives instructions concerning the objectives and operation of the overall accounting system, that may be relatively unstable, must adjust to new or changing operational environments, is substantially larger or is complicated by the need to provide and coordinate separate or specialized accounting treatment and reporting (e.g., cost accounting using standard cost, process cost, and job order techniques) for different internal operations or divisions. Exercise professional judgment in making frequent, appropriate recommendations for: new accounts; revisions in the account structure; new types of ledgers; revisions in the reporting system or subsidiary records; changes in instructions regarding the use of accounts, new or refined account classifications or definitions; etc. Well versed in using financial systems and software application (e.g., Microsoft Excel, Access, etc.) for analysis and financial reports preparation.

EDUCATION: Master's degree in accounting or a related field, Certified Public Accountants (CPA) registration

EXPERIENCE: Five years' experience performing full working-level accounting duties with a CPA firm, or six years of experience performing full working-level accounting duties in the public or private sector

Applicable to SIN 520-8, 520-11, 520-12, 520-13, 520-21, 520-22**Budget Analyst III**

KNOWLEDGE, SKILLS AND ABILITIES: Analyze and evaluate the technical and administrative functions of budgetary processes and procedures. Identify rules, principles, or regulations in order to analyze information and make correct inferences or draw accurate conclusions. Review operating expenditures and prepare budgets for various groups to monitor adherence to budgetary goals. Have intermediate knowledge of procedures, practices and concepts within the budgetary process. Apply procedures, practices and concepts within a budgetary process. Prepare, justify, and/or administer the budget for program areas; plans, administers, and monitors expenditures to ensure cost-effective support of programs and policies; assesses financial condition of an organization. Proficient in the use of financial systems and software applications, used for analysis and financial reporting. Perform a variety of complicated tasks and work well with others as well as, supervise the work of others.

EDUCATION: Bachelor's degree in economics, finance, mathematics, business; or other related disciplines; preferably accounting.

EXPERIENCE: Five (5) to Seven (7) years' relevant business experience, with emphasis in financial analysis or other analytical functions

Applicable to SIN 520-11, 520-12, 520-13, 520-21**Business Analyst I**

KNOWLEDGE, SKILLS AND ABILITIES: Propose ways to improve an organization's efficiency. Advise managers on how to make organizations more profitable through reduced costs and increased revenues. Analyze competitive market strategies through analysis of related product, market, or share trends. Synthesize current business intelligence or trend data to support recommendations for action. Communicate with customers, competitors, suppliers, professional organizations, or others to stay abreast of industry or business trends. Manage timely flow of business intelligence information to users. Collect business intelligence data from available industry reports, public information, field reports, or purchased sources. Identify and analyze industry or geographic trends with business strategy implications. Analyze technology trends to identify markets for future product development or to improve sales of existing products. Generate standard or custom reports summarizing business, financial, or economic data for review by executives, managers, clients, and other stakeholders. Identify or monitor current and potential customers, using business intelligence tools. Maintain business intelligence tools, databases, dashboards, systems, or methods.

EDUCATION: Bachelor's degree in economics, finance, accounting, business; or other related disciplines

EXPERIENCE: One to five year's relevant experience; with emphasis in financial analysis or other analytical functions

Applicable to SIN 520-11, 520-13**Communications Specialist II**

KNOWLEDGE, SKILLS AND ABILITIES: Design and coordinate company communications, responsible for engaging in the development of an execution of organization-wide communication strategies and develop an effective transfer of information to various audiences (both internal and external). Coordinate a variant of specialized marketing and communications responsibilities. Perform a variety of complicated tasks and work well with others as well with other communication specialists.

EDUCATION: Bachelor's Degree in Marketing, Public Relations, Communication, Journalism or related field.

EXPERIENCE: Five (5) years' of related work experience in public relations, marketing or communications.

Applicable to SIN 520-8, 520-11, 520-13**Contract Specialist II**

KNOWLEDGE, SKILLS AND ABILITIES: Carry out pre-determined and recurring contract administration duties; Acquisition planning, proposal solicitation preparation, SOW development, market research/analysis, selection and administration of terms and conditions, cost/price analysis, negotiation, preparation of contract modifications, technical evaluation, and contract closeout. Conduct a variety of studies and analyses to develop draft overall acquisition planning documentation to ensure timely responsiveness and sound contract related products. Perform market research. Assist in drafting acquisition plans, evaluation criteria, and analyses government estimates, justifications and approvals, synopses, requests for proposals. Work with technical personnel in the development of integrated requirements documents. Assist in preparing solicitation packages and amendments Perform administrative and logistical support for pre-proposal conference Assist in developing pre-award technical documentation, government estimate, and technical evaluation plans Assist contracting officer by documenting requirements, taking notes, keeping action items on source selection procedures. Perform technical writing, reviewing and editing technical and pre-award solicitation documents. Provide support in contract administration functions for the coordinates and oversight of requirements to ensure compliance with the contract terms and conditions. Prepare draft proposal instructions, source selection plans, and other documentation required to instruct and assist evaluators in carrying out proposal evaluations. Assist in drafting all documents required for awards Provide administrative and logistical support to proposal evaluation. Provide support in a preparation for discussions/communications with offerors. Provide support in a preparation of source selection reports and draft briefings. Assist in performing cost/price analyses of contractors' proposals. Assist in preparing contractual documentation for contract modifications. Prepare presentation materials and participate in Government meeting as designated by the Contracting Officer (CO) Ensure documents are in accordance with Federal Law, departmental regulations, and procedures applicable to the acquisition process and to the administration of contracts. Conduct contract close procedures. Must have knowledge and exposure to different contract types; able to plan, design, interpret policy, analyze and interpret financial data, and exercise sound, independent judgment and decision making in financial reporting functions; Use a high degree of professional judgment and ingenuity in interpreting guidelines for application in day-to-day issues and analyses.

EDUCATION: Bachelor's degree in public administration, business administration, economics, engineering or a closely related field

EXPERIENCE: Two to five years of (full-time equivalent) verifiable business or contract administration experience

Applicable to SIN 520-8, 520-11, 520-12, 520-13, 520-21, 520-22**Data Analyst (SCA)**

KNOWLEDGE, SKILLS AND ABILITIES: Monitors and operates the control console of either a mainframe digital computer or a group of minicomputers, in accordance with operating instructions, to process data. Work is characterized by the following: Studies operating instructions to determine equipment setup needed; Loads equipment with required items (tapes, cards, paper, etc.); Switches necessary auxiliary equipment into system; Starts and operates control console; Diagnoses and corrects equipment malfunctions; Reviews error messages and makes corrections during operation or refers problems; Maintains operating record. May test run new or modified programs and assist in modifying systems or programs. Included within the scope of this definition are fully qualified computer operators, trainees working to become fully qualified operators, and lead operators providing technical assistance to lower level positions. Works under close personal supervision and is provided detailed written or oral guidance before and during assignments.

EDUCATION: High school diploma or equivalent; Associate's degree in accounting, finance or a closely related discipline preferred; or equivalent combination of education and experience.

EXPERIENCE: One to two years related experience

Applicable to SIN 520-11, 520-13, 520-21**EVM Project Specialist**

KNOWLEDGE, SKILLS AND ABILITIES: Provide oversight and assistance with integrated program and management plan, Cost Account plans, resource loaded networks, resource leveling, estimates, cost/schedule baselines control. Perform CPR quality assurance. Oversee the implementation and operation of the EVM tools and processes, develop and maintain EVMS documentation, develop and provide EVM training to management and engineering staff, and gather and maintain metrics on program performance. Review EV CDRLs and support monthly program. Create executive summary and details charts and graph resource and material reports and presentations.

EDUCATION: Bachelor's Degree from an accredited university required; PMP certification desired.

EXPERIENCE: Eight (8) years' experience with Five (5) of those years being direct Program or Project Management/EVM experience. Proficient in Adobe and Microsoft tools (PowerPoint, Excel, Publisher, Word, Access, Visio, Project, etc.)

Applicable to SIN 520-11, 520-12, 520-13, 520-21**Financial Management Analyst II**

KNOWLEDGE, SKILLS AND ABILITIES: Provide a variety of routine technical and recurring financial management task that are structure to increase the competence in the application of financial management and accounting principles, procedures, and techniques. Organizes work, sets priorities, determines resource requirements; determines short- or long-term goals and strategies to achieve them; coordinates with other organizations or parts of the organization; monitors progress, evaluates outcomes. Examine financial documents for proper accounting classification and authorization. Perform reconciliations, analyzing various accounts, enter and process data into various computer applications to analyze and communicate information in the appropriate format. Make adjustments to general ledger. Conduct studies, analyzes findings and makes recommendations on administrative functions. Prepare correspondence, monthly trail balances, analyze financial and statistical data from a variety of sources and technical documents, and prepare briefing material and presentations as required on program matters. Participate in audits/reviews, such as internal control, operational reviews and risk assessments for the purpose of determining deficiencies, which detract from efficient and effective delivery of work products and services and compliance with applicable laws and regulations. Plan, design, interpret policy, analyze and interpret financial data, and exercise sound, independent judgment and decision making in financial reporting functions; Use a high degree of professional judgment and ingenuity in interpreting guidelines for application in day-to-day issues and analyses. Proficient in using financial systems and software application (e.g., Microsoft Excel, Access, etc.) for analysis and financial report preparation

EDUCATION: Bachelor's Degree with a concentration in accounting from an accredited college or university. Master's Degree in public administration or business administration, Certified Public Accountant (CPA) or Certified Management Accountant (CMA) certification preferred

EXPERIENCE: Five years' experience in an accounting or financial management capacity

Applicable to SIN 520-11, 520-12**Financial Management Specialist II**

KNOWLEDGE, SKILLS AND ABILITIES: Provide a variety of routine technical and recurring financial management task that are structure to increase the competence in the application of financial management and accounting principles, procedures, and techniques. Organizes work, sets priorities, determines resource requirements; determines short- or long-term goals and strategies to achieve them; coordinates with other organizations or parts of the organization; monitors progress, evaluates outcomes. Examine financial documents for proper accounting classification and authorization. Perform reconciliations, analyzing various accounts, enter and process data into various computer applications to analyze and communicate information in the appropriate format. Make adjustments to general ledger. Conduct studies, analyzes findings and makes recommendations on administrative functions. Prepare correspondence, monthly trail balances, analyze financial and statistical data from a variety of sources and technical documents, and prepare briefing material and presentations as required on program matters. Participate in audits/reviews, such as internal control, operational reviews and risk assessments for the purpose of determining deficiencies, which detract from efficient and effective delivery of work products and services and compliance with applicable laws and regulations. Plan, design, interpret policy, analyze and interpret financial data, and exercise sound, independent judgment and decision making in financial reporting functions; Use a high degree of professional judgment and ingenuity in interpreting guidelines for application in day-to-day issues and analyses. Proficient in using financial systems and software application (e.g., Microsoft Excel, Access, etc.) for analysis and financial report preparation

EDUCATION: Bachelor's Degree with a concentration in accounting from an accredited college or university. Master's Degree in public administration or business administration, Certified Public Accountant (CPA) or Certified Management Accountant (CMA) certification preferred

EXPERIENCE: Five years' experience in an accounting or financial management capacity

Applicable to SIN 520-11, 520-13, 520-22**Grant Specialist I**

KNOWLEDGE, SKILLS AND ABILITIES: Assists in the single audit resolution; research and preparation of various financial and statistical data; research of aged contract/grant documents to affect contract/grant closeout. Assist in the timely accomplishment of all other support requirements on an as needed basis, such as assigning new contract numbers, inputting new contract numbers into the accounting system and notifying of new contract numbers. Reviews contract/grant proposals, identify compliance or noncompliance with regulatory requirements for proposal content. Prepares required forms, obtains necessary assurance, and assembles the complete contract/grant document for signature. Responsible for implementation and maintenance of contract/grant document management controls. Maintain the official contract/grant award documents, contract modifications, contract payment records, and all narrative reports in accordance with regulatory requirements. Complete all steps, documentation, and reporting necessary to maintain requirements for accountability and internal control. Responsible for posting all contract/grant payment requests and voucher documents to the official contract/grant file. Maintain transmittal log for voucher documents; Coordinate efforts

with proper personnel. Ensure that contract/grant financial records are maintained in an accurate and current manner. Ensures all file documentation prepared is transferred expeditiously. Ability to communicate effectively both orally and in writing; Demonstrate skills in the use and operation of a personal computer, calculator and other general office equipment; Knowledge of basic accounting principles which are used in processing of contract/grant documents, purchase orders, and the maintenance of respective accounts.

EDUCATION: Associate's degree in business administration, public administration, accounting, statistics or finance

EXPERIENCE: One to three years of administrative, accounting, grant/contract administration experience, or related field preferred; Experience with accounting systems preferred

Applicable to SIN 520-11, 520-13, 520-22

Grant Specialist II

KNOWLEDGE, SKILLS AND ABILITIES: Assists in the single audit resolution; research and preparation of various financial and statistical data; research of aged contract/grant documents to affect contract/grant closeout. Assist in the timely accomplishment of all other support requirements on an as needed basis such as assigning new contract numbers, inputting new contract numbers into the accounting system and notifying of new contract numbers. Prepares complete contract/grant document in accordance with all regulatory requirements for official award. Provides expert contract/grant proposal review and identify compliance or noncompliance with regulatory requirements for proposal content using preexisting knowledge. Prepares required forms, obtains necessary assurance, and assembles the complete contract/grant document for signature. Responsible for implementation and maintenance of contract/grant document management controls. Maintain the official contract/grant award documents, contract modifications, contract payment records, and all narrative reports in accordance with regulatory requirements. Complete all steps, documentation, and reporting necessary to maintain requirements for accountability and internal control. Ensure contract/grant financial records are maintained in an accurate and current manner. Ensures all file documentation prepared is transferred expeditiously. Provide expert guidance and technical assistance to various staff in the preparation and processing of self-determination contract/grant modifications, payment requests and vouchering documents. Complete knowledge and understanding of methodologies used to properly maintain files, and complete required reports and to fulfill established data retention requirements; Knowledge of contract/grant terminology used in the preparation, modification, and administration of contracts and grants. Ability to communicate effectively both orally and in writing; Demonstrate skills in the use and operation of a personal computer, calculator and other general office equipment. Knowledge of all accounting principles used in processing of contract/grant documents, purchase orders, and the maintenance of respective accounts.

EDUCATION: Bachelor's degree in business administration, public administration, accounting, statistics or finance; Coursework in accounting, budgeting, and financial analysis methods is required

EXPERIENCE: Four years of administrative, accounting, grant/contract administration experience, or related field preferred; Experience with accounting systems preferred.

Applicable to SIN 520-11, 520-22**Loan Specialist III**

KNOWLEDGE, SKILLS AND ABILITIES: Responsible for checking, sorting and compiling data relevant to loan applications. Conduct loan reviews and bookings of complex loans. Estimate liabilities as well as the assets relevant for processing customer loan applications. Review loan applicants, income and collateral. Responsible for performing loan documentation duties on the most complex loan packages to ensure compliance with company policies and government regulations. Perform duties related to the processing and/or closing of loans.

EDUCATION: Bachelor's Degree in Business Administration or Finance.

EXPERIENCE: Five (5) years' experience in customer service, loan administration, collections, or a grants management environment.

Applicable to SIN 520-11, 520-12, 520-13, 520-21**Management Analyst I**

KNOWLEDGE, SKILLS AND ABILITIES: Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Work with clients and customers to assess needs, provide information or assistance, resolve problems, or satisfy expectations; knowledge about available products and services; committed to providing quality products and services. Gathers, organizes, and maintains information; determines its importance and accuracy, and communicates it by a variety of methods. Performs data analysis and creates spreadsheets, Assist with resolving management problems, Conducts studies, analyzes findings and makes recommendations on administrative functions. Prepare correspondence and technical documents, briefing material and presentations as required on program matters. Participate in audits/reviews, such as internal control, operational reviews and risk assessments for the purpose of determining deficiencies, which detract from efficient and effective delivery of work products and services and compliance with applicable laws and regulations. Provide management support functions as required. This may include analyzing administrative functions, developing and maintaining databases and administrative-type materials and services. Prepare staff reports to supervisor on findings and recommendations. Support senior staff in conducting analyses of work processes and major systems. Gathers, maintains and analyzes data extracted from various types of management information systems and other sources. Assist with completing projects, formulating findings and presenting oral and written reports/presentations and recommendations. Experience in all aspects of providing basic technical and administrative support to those supported. Sufficient knowledge in automated office software suites to included word processing, spreadsheets, and electronic mail, graphics, database, and communication systems.

EDUCATION: Bachelor's degree in accounting, finance or economics; and or, Certified Management Consultant (CMC) designation preferred.

EXPERIENCE: One to five years comparable experience designing, developing, implementing and executing logistics management solutions

Applicable to SIN 520-8, 520-11, 520-12, 520-13, 520-21, 520-22**Project Manager**

KNOWLEDGE, SKILLS AND ABILITIES: Responsible for project performance with respect to deliverables, technical and qualitative standards, contract management, and financial administration and other resources necessary to meet a specific goal or objective; Manages and supervises contract performance, contract compliance and staffing and training; Responsible for the administration of multiple programs/contracts with respect to negotiations, monitoring of budgets and funding, quality control and client relationship management; Ensures that contract requirements are met and compliance maintained; Submits monthly/quarterly reports; Anticipates problems and develops solutions to ensure tasks and overall project is completed on schedule. Manages team of professionals and technical assistants in providing a wide range of HR programs and services; Organizes and assigns task, oversees successful completion of all assignments. Provides leadership to project teams, ensuring conformance to performance requirements and assists in overall direction to all project level activities and personnel. Establishes effective employee hiring and performance management processes. Effective management approach for a human services setting; Excellent oral/ written communication skills; Ability to effectively manage multiple priorities; Ability to supervise through problem solving and facilitation; Knowledge of government contracting processes; Ability to implement sound financial/ budget processes; Competence with MS Office applications.

EDUCATION: Bachelor's Degree in social science, public policy, human resources, management or other related disciplines. Master's degree preferred.

EXPERIENCE: 10 years' experience project management related to business processes or human resource management, social service program administration/ management; personnel management/ staff supervision. 5 years' experience with program design, development, implementation, and evaluation.

Applicable to SIN 520-8, 520-11, 520-13**Supply Management Specialist II**

KNOWLEDGE, SKILLS AND ABILITIES: Management activities related to supply functions that are such as budget, data processing, procurement, property utilization, and financial management. Provide support in contract administration functions for the coordinates and oversight of requirements to ensure compliance with the contract terms and conditions. Initiating, developing, installing, or administering a supply program; Coordinating with customers and overseeing the implementation of actions involving requirements determination, acquisition of supplies and materials, managing property accountability systems, and assuring that property is in place where and when needed; Conducting surveys and studies of supply operations to determine proper application of improved supply methods or approved industry techniques. Providing technical advice, guidance, and assistance on supply operations to others Installing and advising on financial or other management control programs for supply operations for such purposes as controlling operations, determining supply costs, planning and budgeting, and evaluating supply management performances Assist management with developing design

specifications, reviewing data processing systems that support supply programs, and documenting additions, changes, or deletions. Monitoring and making recommendations to modify inventory control systems. Evaluating storage and distribution systems for potential introduction of automated controls and systems of data flow and reports; and/or other combinations of work that involve program management, or review, analysis, and recommending improvements in operations, programs, automated systems, methods, or procedures

EDUCATION: Possess at least a bachelor degree in Business, Supply Management, or related discipline

EXPERIENCE: Three years of experience within a technical or consulting environment; three years of SAP experience, including SAP Financial Supply Chain Management (SAP FSCM) experience, including configuration, integration, data, architecture, implementations and design, preferred

Applicable to SIN 520-8, 520-11, 520-13

Supply Management Specialist III

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge on the entire inventory management supply system. Coordinate with other organizations on complex and controversial supply issues. Provide advice and guidance on supply regulations to upper levels of management regarding supply functions. Plan, organize and manage supply and services functions to include command equipment/property readiness/accountability management. Maintain current command supply analysis on trends of effectiveness and efficiency. Monitor required unit equipment inventories and active in the development, scheduling and execution of special command physical inventories.

EDUCATION: Bachelor's Degree in Business Administration/Management

EXPERIENCE: Eight (8) years' of related specialized experience supervising and/or managing supply personnel and a variety of supply functions.

Applicable to SIN 520-11, 520-13, 520-22

Technical Writer

KNOWLEDGE, SKILLS AND ABILITIES: Edit, write, and/or rewrite various types of material including administrative, engineering, and/or scientific papers, proposals, agency level press releases or briefing documents. Per appropriate guidelines, authors: procedures, checklists, task guides, and/or other technical documentation for system/process users, operators, administrators, and/or maintainers. Prepare formal presentations for status reviews and other events as directed to gather information and/or ensure accuracy and completeness of products. Interface with Government/client representatives.

EDUCATION: Bachelor's degree in English, Communications, or related area or equivalent experience; 10 years equivalent experience may substitute for education.

EXPERIENCE: 5 Years in Technical Writing, or relevant experience.

Skyline Ultd PSS GSA Schedule Price List

3/18/2016

Position Title	Valid From:		IT-70 SIN 132-51	MOBIS SIN C874-7, 874-1	LogWorld SIN 874-501, 874-503, 874- 504	520 FABS					
	6/5/2015 Hourly Rate Client Site	to 06/4/16 Hourly Rate Skyline Site				SIN 520-8	520- 11	520- 12	520- 13	520- 21	520-22
Administrative Specialist/Assistant*	\$48.11	\$55.32	X	X	X	X	X	X	X		
Accountant I	\$40.40	\$46.47				X	X	X	X		
Accountant II	\$42.48	\$48.85				X	X	X	X		
Accountant III	\$52.66	\$60.56				X	X	X	X		
Accountant IV	\$67.65	\$77.79				X	X	X	X		
Acquisition Logistics Specialist 1	\$64.37	\$74.02			X						
Acquisition Logistics Specialist 2	\$93.24	\$107.23			X						
AIS Specialist I	\$74.30	\$85.44	X								
AIS Specialist II	\$82.80	\$95.22	X								
Associate Organizational Change Specialist	\$73.32	\$84.31		X							
Budget Analyst III	\$57.26	\$65.84				X	X	X	X	X	X
Business Analyst I	\$39.13	\$45.01				X	X	X	X	X	
CAD Operator	\$68.93	\$79.27			X						
CAD Specialist - 1	\$39.12	\$44.99			X						
CBT Specialist	\$78.54	\$90.32			X						
Chief Logistics Analyst	\$142.68	\$164.08			X						
Clerical - 1	\$36.02	\$41.43			X						
Clerical - 2	\$47.38	\$54.49			X						
Computer Analyst - 3*	\$76.61	\$88.10			X						
Computer Operator*	\$61.35	\$70.56			X						
Computer Systems Analyst*	\$71.99	\$82.79	X								
Communications Specialist II	\$37.50	\$43.12					X		X		
Configuration Specialist	\$92.70	\$106.60			X						
Consultant/Subject Matter Expert I	\$104.58	\$120.26		X							
Consultant/Subject Matter Expert II	\$125.47	\$144.29		X							
Consultant/Subject Matter Expert III	\$177.37	\$203.98		X							
Contract Specialist II	\$55.65	\$63.99				X	X		X		
Customer Service Technician I	\$39.11	\$44.97	X								
Customer Service Technician II	\$50.93	\$58.57	X								
Customer Service Technician Lead	\$64.48	\$74.16	X								
Data Analyst	\$37.65	\$43.30				X	X	X	X	X	X
Data Communications Specialist	\$58.74	\$67.56	X								
Database Specialist	\$75.62	\$86.97	X								
Drafting Specialist - 1	\$29.15	\$33.52			X						
Drafting Specialist - 3	\$60.81	\$69.93			X						
EVM Project Specialist	\$62.58	\$71.97					X		X	X	

Position Title	Valid From:	6/5/2015	to 06/4/16	IT-70	MOBIS	LogWorld	520 FABS					
	Hourly Rate Client Site	Hourly Rate Skyline Site	SIN 132-51	SIN C874-7, 874-1	SIN 874-501, 874-503, 874-504	SIN 520-8	520-11	520-12	520-13	520-21	520-22	
Financial Management Analyst II	\$48.72	\$56.02						X	X	X	X	
Financial Management Specialist II	\$40.49	\$46.57						X	X			
Grant Specialist I	\$56.54	\$65.03										
Grant Specialist II	\$62.71	\$72.12										
Graphic Illustrator/Artist*	\$43.28	\$49.78				X						
Information Engineer	\$70.27	\$80.81	X									
Information Engineer, Sr.	\$190.04	\$218.55	X									
Information Specialist -1	\$116.65	\$134.15				X						
IT Systems Engineer I	\$67.96	\$78.16	X									
IT Systems Engineer II	\$86.37	\$99.33	X									
Junior Management Analyst	\$62.27	\$71.61			X							
Junior Management Consultant	\$64.08	\$73.69			X							
LAN Systems Technician	\$44.93	\$51.66	X									
Loan Specialist III	\$52.66	\$60.56						X				X
Logistician - 1	\$39.12	\$44.99				X						
Logistician - 3	\$67.08	\$77.14				X						
Logistician - 6	\$106.71	\$122.71				X						
Logistics Analyst - 1	\$56.12	\$64.54				X						
Logistics Analyst - 2	\$72.15	\$82.97				X						
Logistics Consultant-1	\$71.94	\$82.74				X						
Logistics Consultant-2	\$110.61	\$127.21				X						
Logistics Consultant-3	\$189.46	\$217.87				X						
Logistics Coordinator - 1	\$101.11	\$116.27				X						
Logistics Coordinator - 2	\$106.87	\$122.90				X						
Logistics Coordinator - 3	\$114.83	\$132.05				X						
Logistics Engineer - 1	\$48.16	\$55.39				X						
Logistics Engineer - 3	\$61.93	\$71.22				X						
Logistics Engineer - 5	\$78.63	\$90.42				X						
Logistics Engineer - 7	\$99.91	\$114.90				X						
Logistics Specialist - 1	\$37.54	\$43.17				X						
Logistics Specialist - 2	\$53.12	\$61.09				X						
Logistics Specialist - 3	\$64.48	\$74.17				X						
Logistics Specialist - 4	\$70.59	\$81.17				X						
Logistics Specialist - 6	\$97.59	\$112.23				X						
Logistics Specialist - 7	\$114.91	\$132.15				X						
Logistics Support - 1	\$37.25	\$42.83				X						
Logistics Support - 3	\$48.58	\$55.87				X						
Management Analyst I	\$31.93	\$36.72						X	X	X	X	

Position Title	Valid From:	6/5/2015	to 06/4/16	IT-70	MOBIS	LogWorld	520 FABS				
	Hourly Rate Client Site	Hourly Rate Skyline Site	SIN 132-51	SIN C874-7, 874-1	SIN 874-501, 874-503, 874-504	SIN 520-8	520-11	520-12	520-13	520-21	520-22
Network Engineer I	\$58.19	\$66.92	X								
Network Engineer II	\$87.29	\$100.38	X								
Operations Research Specialist	\$107.89	\$124.07			X						
Organizational Analyst	\$72.64	\$83.54			X						
Organizational Researcher	\$44.79	\$51.51			X						
Principal Consultant	\$232.33	\$267.18			X						
Program Director	\$175.80	\$202.17	X								
Program Manager	\$157.65	\$181.29	X	X							
Program Manager	\$124.18	\$142.81				X					
Program Manager 1	\$124.18	\$142.81				X					
Program Manager 2	\$138.34	\$159.09				X					
Project Manager	\$117.02	\$134.57	X	X		X	X	X	X	X	X
Project Manager 1	\$89.48	\$102.90				X					
Project Manager 2	\$101.51	\$116.74				X					
Programmer 1	\$96.83	\$111.36				X					
Quality Assurance Specialist	\$80.93	\$93.07				X					
Senior Associate I	\$256.35	\$294.80			X						
Senior Associate II	\$268.98	\$309.32			X						
Senior CAD Operator	\$91.37	\$105.08				X					
Senior Consultant	\$221.60	\$254.84	X	X							
Senior Evaluation Specialist	\$96.16	\$110.59			X						
Senior Logistics Analyst	\$117.03	\$134.59				X					
Senior Organizational Change Specialist	\$137.16	\$157.73			X						
Senior Program Manager	\$151.26	\$173.94	X								
Senior Technical Writer*	\$74.48	\$85.65				X					
Senior Trainer/Trainer Designer I	\$86.43	\$99.39			X						
Senior Trainer/Trainer Designer II	\$100.28	\$115.32			X						
Senior Training Consultant	\$126.11	\$145.03			X						
Specialty Engineer - 1	\$72.85	\$83.78				X					
Specialty Engineer - 3	\$105.37	\$121.17				X					
Specialty Engineer - 4	\$120.13	\$138.15				X					
Staff Engineer	\$109.42	\$125.83	X								
Strategic Planner	\$146.03	\$167.94			X						
Subject Matter Expert I	\$117.41	\$135.02				X					
Subject Matter Expert II	\$140.87	\$162.01				X					
Subject Matter Expert III	\$199.15	\$229.02				X					
Supply Management Specialist II	\$54.28	\$62.42				X	X		X		
Supply Management Specialist III	\$67.58	\$77.71				X	X		X		

