

Government Price Sheet

Skill Category	Total GSA Price
736-1	
Administrative Assistant	\$40.05
Data Entry Operator I	\$22.62
Data Entry Operator II	\$25.21
736-2	
Computer Programmer I	\$37.89
Computer Programmer II	\$38.18
Computer Programmer III	\$45.17
Computer Programmer IV	\$45.17
736-3	
Heavy Equipment Mechanic	\$35.55
736-5	
Engineering Technician I	\$26.52
Engineering Technician II	\$32.59
Engineering Technician III	\$34.69
Technical Writer I	\$39.24
Technical Writer II	\$47.26
Technical Writer III	\$53.13

P/N	Skill Category	Total GSA Price
736-5		
P	PROGRAM MANAGER	\$45.61
P	PROJECT ADMINISTRATOR	\$25.28
P	INFORMATION MANAGEMENT SPECIALIST	\$30.04
P	QA TESTING ANALYST I	\$33.85
P	CREDIT ANALYST	\$19.69
P	FINANCIAL ANALYST	\$43.32
P	SYSTEM ADMINISTRATOR	\$41.04
P	FIELD TEST ENGINEER	\$47.64
P	BUSINESS LEADERSHIP ASSOCIAT	\$43.76



## Labor Categories - GOVERNMENT OFFER

**(P) QA Testing Analyst I** - QA Testing Analyst I participates in application analysis, test strategy development, test case creation, test script development, test execution, defect tracking and reporting. The candidate may also be required to train end users.  
Need strong analytical testing skills to write and execute test cases.

**Education Requirement- High School Degree  
Must have 1-2years experience.**

**(P) Information Management Specialist**- Provide engineering support by gathering data to populate a database. Areas of responsibility shall include collecting, interpreting, and translating information from specifications, reference documentation, and supplier data/catalogue information used in manufacturing and supporting systems. Must have the ability to effectively communicate with people of varying technical backgrounds and abilities often via phone and network. Must be able to understand and interpret terms and data used to describe all types of various forms of documentation. Must be able to read and understand specification drawings/prints, related technical documents and articles. Should have general experience using basic computer skills such as Word, Excel, and Internet tools. Must possess good working skills, able to work with minimal supervision, self-motivated and maintain records in an orderly fashion.

**Required Education- Associates/Bachelors Degree in Science, Engineering, or Manufacturing and minimum of two years of related experience in engineering or manufacturing fields**

**(P) Credit Analyst**- Provide financial and operational support for the Financial Organization. Perform service contract analysis, process new and renewal contracts into the CMS Database, and research and resolve customer issues, including subcontractor notification, installation agreements, inventory adjustment forms, work-tickets, and special customer billings · Tactfully and courteously interface with customers in order to build strong business relationships · Proactively utilize strong problem solving skills in order to deliver customer focused solutions · Analyze and resolve a wide variety of complex customer business issues.

**Required Education: Bachelors Degree program in Finance/Accounting. Must have 1-2 years experience.**

**(P) Financial Analyst**- Conduct quantitative analyses of information affecting investment programs of public or private institutions.

**Required Education: Bachelors Degree program in Finance/Accounting or comparable experience.**

**Must have 2 years experience.**

**(P) System Administrator-** Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity. May require a bachelor's degree in a related area with at least 2 years of experience in the field or in a related area. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a project leader or manager.

**Required Education: Bachelors Degree program in Computer Engineering, Computer Science or comparable experience; 2 years of experience in the field or in a related area.**

**(N) Computer Programmer I-** The Computer Programmer I assists higher level staff by performing elementary programming tasks which concern limited and simple data items and steps which closely follow patterns of previous work done in the organization, e.g. drawing flow charts, writing operator instructions, or coding and testing routines to accumulate counts, tallies, or summaries. This worker may perform routine programming assignments (as described in Level II) under close supervision.

In addition to assisting higher level staff, the Computer Programmer I may perform elementary fact-finding concerning a specified work process, e.g., a file of clerical records which is treated as a unit (invoices, requisitions, or purchase orders, etc.) and then report findings to higher level staff. May receive training in elementary fact-finding. Detailed step-by-step instructions are given for each task, and any deviation must be authorized by a supervisor. Work is closely monitored in progress and reviewed in detail upon completion.

**Required Education: Bachelors Degree program in Computer Engineering, Computer Science or comparable work experience.**

**Must have 3 years experience.**

**(N) Computer Programmer II-** At this level, initial assignments are designed to develop competence in applying established programming procedures to routine problems. This Computer Programmer performs routine programming assignments that do not require skilled background experience but do require knowledge of established programming procedures and data processing requirements, and works according to clear-cut and complete specifications. The data are refined, and the format of the final product is very similar to that of the input, or is well defined when significantly different, i.e., there are few, if any, problems with interrelating varied records and outputs.

The Computer Programmer II maintains and modifies routine programs, makes approved changes by amending program flow charts, developing detailed processing logic, and coding changes, tests and documents modifications and writes operator instructions, may write routine new programs using prescribed specifications, and may confer with EDP personnel to clarify procedures, processing logic, etc.

In addition, the Computer Programmer II may evaluate simple interrelationships in the immediate programming area confers with user representatives to gain an understanding of the situation sufficient to formulate the needed change, and implements the change upon approval of the

supervisor or higher level staff. The incumbent is provided with charts, narrative descriptions of the functions performed, an approved statement of the product desired (e.g., a change in a local establishment report), and the inputs, outputs, and record formats. This Worker reviews objectives and assignment details with higher level staff to insure thorough understanding; uses judgment in selecting among authorized procedures and seeks assistance when guidelines are inadequate, significant deviations are proposed, or when unanticipated problems arise. Work is usually monitored in progress, and all work is reviewed upon completion for accuracy and compliance with standards.

**Required Education: Bachelors Degree program in Computer Engineering, Computer Science or comparable work experience.**

**Must have 3 years experience.**

**(N) Computer Programmer III-** As a fully qualified Computer Programmer, this Worker applies standard programming procedures and detailed knowledge of pertinent subject matter in a programming area such as a record keeping operation (supply, personnel and payroll, inventory, purchasing, insurance payments, depositor accounts, etc.); a well-defined statistical or scientific problem; or other standardized operation or problem. The incumbent works according to approved statements of requirements and detailed specifications.

While the data are clear cut, related, and equally available, there may be substantial interrelationships of a variety of records and several varied sequences of formats are usually produced. The programs developed or modified typically are linked to several other programs in that the output of one becomes the input for another. This Computer Programmer recognizes probable interactions of other related programs with the assigned program(s) and is familiar with related system software and computer equipment, and solves conventional programming problems, (In small organizations, may maintain programs that concern or combine several operations, i.e. users, or develop programs where there is one primary user and the others give input.)

The Computer Programmer III performs such duties as developing, modifying, and maintaining assigned programs, designing and implementing modifications to the interrelation of files and records within programs in consultations with higher level staff. This Worker monitors the operation of assigned programs and responds to problems by diagnosing and correcting errors in logic and coding; implements and/or maintains assigned portions of a scientific programming project, applying established scientific programming techniques to well-defined mathematical, statistical, engineering, or other scientific problems usually requiring the translation of mathematical notation into processing logic and code. (Scientific programming includes assignments such as: using predetermined physical laws expressed in mathematical terms to relate one set of data to another; the routine storage and retrieval of field test data, and using procedures for real-time command and control, scientific data reduction, signal processing, or similar areas.) This Programmer tests, documents work, writes and maintains operator instructions for assigned programs, and confers with other EDP personnel to obtain or provide factual data.

In addition, this Programmer may carry out fact-finding and programming analysis of a single activity or routine problem, applying established procedures where the nature of the program, feasibility, computer equipment, and programming language have already been decided. Job tasks may require the incumbent to analyze present performance of the program and take action to correct deficiencies based on discussion with the user and consultation with and approval of the supervisor or higher-level staff. This Programmer may assist in the review and analysis of

detailed program specifications, and in program design to meet changes in work processes.

The Computer Programmer III works independently under specified objectives; applies judgment in devising program logic and in selecting and adapting standard programming procedures, resolves problems and deviations according to established practices, and obtains advice where precedents are unclear or not available. This Worker, may guide or instruct lower level programmers; supervise technicians and others who assist in specific assignments, works on complex programs under close direction of higher level staff or supervisor, and may assist higher level staff by independently performing moderately complex tasks assigned, and performing complex tasks under close supervision. Work at a level above this is deemed Supervisory or Individual Contributor. Completed work is reviewed for conformance to standards, timeliness, and efficiency.

**Required Education: Bachelors Degree program in Computer Engineering, Computer Science or comparable work experience.**

**Must have 3 years experience.**

**(N) Computer Programmer IV-** The Computer Programmer IV applies expertise in programming procedures to complex programs; recommends the redesign of programs, investigates and analyzes feasibility and program requirements, and develops programming specifications. Assigned programs typically affect a broad multi-user computer system which meets the data processing needs of a broad area (e.g., manufacturing, logistics planning, finance management, human resources, or material management) or a computer system for a project in engineering, research, accounting, statistics, etc. This Programmer plans the full range of programming actions to produce several interrelated but different products from numerous and diverse data elements, which are usually from different sources; solves difficult programming problems, and uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices.

This Programmer performs such duties as: developing, modifying, and maintains complex programs; designs and implements the interrelations of files and records within programs which will effectively fit into the overall design of the project; works with problems or concepts and develops programs for the solution to major scientific computational problems requiring the analysis and development of logical or mathematical descriptions of functions to be programmed; and develops occasional special programs, e.g. a critical path analysis program to assist in managing a special project. This Worker tests, documents, and writes operating instructions for all work, confers with other EDP personnel to secure information, investigate and resolve problems, and coordinates work efforts.

In addition, this incumbent performs such programming analyses as: investigating the feasibility of alternate program design approaches to determine the best balanced solution, e.g., one that will best satisfy immediate user needs, facilitate subsequent modification, and conserve resources. Duties include the following: assisting user personnel in defining problems or needs, determining work organization on typical maintenance projects and smaller scale, working on limited new projects, the necessary files and records, and their interrelation with the program or working on large or more complicated projects, and participating as a team member along with other EDP personnel and users, holding responsibility for a portion of the project.

The Computer Programmer IV works independently under overall objectives and direction,

apprising the supervisor about progress and unusual complications and modifying and adapting precedent solutions and proven approaches. Guidelines include constraints imposed by the related programs with which the incumbent's programs must be meshed. Completed work is reviewed for timeliness, compatibility with other work, and effectiveness in meeting requirements.

**Required Education: Bachelors Degree program in Computer Engineering, Computer Science or comparable work experience.**

**Must have 3 years experience.**

**(N) Technical Writer I-** The Technical Writer I revises or writes standardized material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment. This worker receives technical direction from supervisor or senior writer, notes or manuals containing operating procedures and details manufacturer's catalogs, drawings and other data relative to operation, maintenance, and service of equipment. This writer may have access to blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail.

This worker organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology, may maintain records and files of work and revisions, select photographs, drawings, sketches, diagrams, and charts to illustrate material, assist in laying out material for publication arrange for typing, duplication and distribution of material; may assist in writing speeches, articles, and public or employee relations releases, and may specialize in writing material regarding work methods and procedures.

**Required Education: Degree in Technical Writing/Communications/Computer Science or related discipline.**

**Must have 2-3 years experience.**

**(N) Technical Writer II-** In this capacity, the Technical Writer revises or writes material that is mostly standardized for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment. The incumbent receives assignment and technical information from a supervisor or senior writer, may be provided notes or manuals containing operating procedures and details, and may observe production, developmental or experimental activities to expand or verify the provided operating procedures and details.

This worker accesses manufacturers' catalogs, drawings and other data relative to operation, maintenance, and service of equipment, may have access to blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail. This writer organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology, may maintain records and files of work and revisions, may select

photographs, drawings, sketches, diagrams, and charts to illustrate material, assist in laying out material for publication, and arrange for typing, duplication and distribution of material. This writer may draft speeches, articles, and public or employee relations releases, or specialize in writing material regarding work methods and procedures.

**Required Education: Degree in Technical Writing/Communications/Computer Science or related discipline.**

**Must have 2-3 years experience.**

**(N) Technical Writer III-** The Technical Writer III develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment, receives assignment from supervisor, observes production, developmental, and experimental activities to determine operating procedure and detail. This writer interviews production and engineering personnel and reads journals, reports, and other material to become familiar with product technologies and production methods, and reviews manufacturer's and trade catalogs, drawings and other data relative to operation, maintenance, and service of equipment.

The Technical Writer III studies blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail, organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology; and reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. This worker may perform the following tasks: maintain records and files of work and revisions, select photographs, drawings, sketches, diagrams, and charts to illustrate material; assist in laying out material for publication, arrange for typing, duplication and distribution of material, write speeches, articles, and public or employee relations releases, edit, standardize, or make changes to material prepared by other writers or plant personnel. This incumbent may specialize in writing material regarding work methods and procedures.

**Required Education: Degree in Technical Writing/Communications/Computer Science or related discipline.**

**Must have 2-3 years experience.**

**(P) Field Test Engineer-** To test all new and upgraded products as part of the product approval process. This involves the testing of new hardware, software, applications, and accessories of new and upgraded products as they are released. • Responsible for the raising of all issues found during testing and for tracking those issues until resolution. Involvement as required in daily and weekly conference calls with development to discuss all product related issues. Tracking and giving feed back to all engineers who have raised the original issue • To raise Status Reports as required on testing undertaken and planned. • To work with the Development and Integration Teams to drive the resolution of the issues reported. • To liaise with other groups to analyze issues. Specific Knowledge and Skills • Experience gained from either Infrastructure or Subscriber equipment environment • Relevant engineering degree required • Self-motivating individual with the ability to turn a problem into solution • PC literate • Excellent communication

skill • Willing and able to travel throughout the United States as required. • Must have a valid Drivers License • Must have sufficient credit for travel expenses.

**Required Education: Bachelor Degree program in Electrical Engineering or similar, Military experience or comparable work experience.**

**Must have 3 years experience.**

**(P) Business Leadership Associate-** Business Leadership Development Program Coordinator  
The Business Leadership Development Program (BLDP) is a two-year program that offers selected Motorola employees the opportunity to gain exposure to high-level business projects in Finance, Marketing, and other key areas that facilitates their skills development. This program includes four six-month rotations in key areas of the Motorola business. The BLDP coordinator would be required to perform the Facilitate the BLDP Nomination and following duties in this position: Calibration process for selection of candidates. This includes communications with high-level managers to assist in locating and selecting potential participants as well as administering required selection process requirements to Managing all communications with the qualify the candidates for the program. High-level managers and participants selected to complete the program. In addition, managing all requirements relative to the BLDP program including Developing and monitoring budgets, paperwork, and participant communications. Participating in training to become the resource for the the BLDP budget. Learning Agility interview process that is used to select participants.

**Required Education- Bachelor's degree.**

**Must have 3 years experience.**

**(P) Program Manager-** Develop project plans, charters, and schedules that support customer needs. Work with customers and business units to define the objectives, scope, and project deliverables. Negotiate with organizational management to obtain required project resources. Monitor project schedule, cost, and progress to ensure projects are completed on time and fulfill the objectives of the project charter. Communicate program and project status to participants and stakeholders in writing as well as in formal presentations. Manage programs and projects to design, develop, and implement new systems as well as process improvements. Lead teams in project execution and ensure the project follows established company project management methodologies and standards. Ensure that all program and project documentation is completed accurately and on time. Organize meetings with various work teams to collect and disseminate project information, plan and schedule tasks and resources, generate timelines, and structure a process for consensus and individual commitment for deliverables.

**Required Education- Bachelor's Degree.**

**Must have 5 years experience.**

**(P) Project Administrator-** The candidate uses greater judgment and initiative to determine the approach or action to take in non-routine situations, interprets and adapts guidelines, including unwritten policies, precedents, and practices, which are not always completely applicable to

changing situations. Duties include or are comparable to the following:

Based on knowledge of the Project Manager's views, compose correspondence on own initiative about administrative matters and general office policies for PM's approval;

Anticipate and prepare materials needed by the Project Manager for conferences, correspondence, appointments, meetings, telephone calls, etc., and informs supervisor on matters to be considered;

Read publications, regulations, and directives and take action or refer those that are important to the Project Manager and staff; Prepare special or one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc., under general directions;

Advise secretaries in subordinate offices on new procedures; request information needed from the subordinate office(s) for periodic or special conferences, reports, inquiries, etc., and shifts clerical staff to accommodate workload needs.

**Required Education- High school diploma**

**Must have 0-2 years experience.**

(N) **Administrative Assistant-** In addition to secretarial duties (filing, taking phone calls, scheduling appointments, making travel arrangements), this position will provide administrative support to executive staff with office management responsibilities to include budgeting, personnel records and payroll. The Administrative Assistant may be required to work independently on projects requiring research and preparation of briefing charts and other presentation materials.

**Required Education: High School Diploma, GED.**

**Must have 0-2 years experience.**

(N) **Data Entry Operator I-** This position work under close supervision and follows specific procedures or detailed instructions. The Data Entry Operator I work from various standardized source documents that have been coded and require little or no selecting, coding or interpreting of data. Problems such as erroneous items and codes, or missing information are resolved at the supervisory level. Work is routine and repetitive.

**Required Education: High School Diploma, GED.**

**Must have 0-2 years experience.**

(N) **Data Entry Operator II-** This position requires the application of experience and judgment in selecting procedures to be followed, and searching for interpreting, selecting, or coding items to be entered from a variety of document sources. The Data Entry Operator II may occasionally perform routine work as described for Data Entry Operator I.

*Excluded are operators above Level II using the key entry controls to access, read, and evaluate the substance of specific records to take substantive actions, or to make entices requiring a similar level of knowledge.*

**Required Education: High School Diploma, GED.**

**Must have 0-2 years experience.**

**(N)Engineer Technician I-** This technician performs simple routine tasks under close supervision or from detailed procedures. Work is The Engineering Technician III performs assignments that are not completely standardized or prescribed, selects or adapts standard procedures or equipment, using fully applicable precedents, receives initial instructions, equipment requirements, and advice from supervisor or engineer as needed, performs recurring work independently. Work is reviewed for technical adequacy or conformity with instructions. This technician performs at this level one or a combination of such typical duties as:

- a. Assembling or installing equipment or parts requiring simple wiring, soldering, or connecting.
- b. Performing simple or routine tasks or tests such as tensile or hardness tests; operating and adjusting simple test equipment; records test data.
- c. Gathering and maintaining specified records of engineering data such as tests, drawings, etc.; performing computations by substituting numbers in specified formulas; plotting data and draws simple curves and graphs.

**Required Education - Bachelor's Degree.**

**Must have 3 years experience.**

**(N) Engineer Technician II-** The Engineering Technician II performs standardized or prescribed assignments involving a sequence of related operations, follows standard work methods on recurring assignments but receives explicit instructions on unfamiliar assignments. Technical adequacy of routine work is reviewed on completion; non-routine work may be reviewed in progress. This technician performs at this level, one or a combination of such typical duties as:

- a. Following specific instructions, assembles or constructs simple or standard equipment or parts, servicing or repairing simple instruments or equipment;
- b. Conducting a variety of tests using established methods, preparing test specimens, adjusting and operating equipment, recording test data, and pointing out deviations resulting from equipment malfunction or observational errors;
- c. Extracting engineering data from various prescribed but non-standardized sources, processing the data following well-defined methods including elementary algebra and geometry, and presenting the data in prescribed form.

**Required Education - Bachelor's Degree.**

**Must have 3 years experience.**

**(N)Engineer Technician III-** The Engineering Technician III performs assignments that are not completely standardized or prescribed, selects or adapts standard procedures or equipment, using

fully applicable precedents, receives initial instructions, equipment requirements, and advice from supervisor or engineer as needed, performs recurring work independently. Work is reviewed for technical adequacy or conformity with instructions. This technician performs at this level one or a combination of such typical duties as:

- a. Constructing components, subunits, or simple models or adapts standard equipment; may troubleshoot and correct malfunctions;
- b. Following specific layout and scientific diagrams to construct and package simple devices and subunits of equipment.
- c. Conducting various tests or experiments which may require minor modifications in test setups or procedures as well as subjective judgments in measurement, selecting, preparing, and operating standard test equipment and records test data;
- d. Extracting and compiling a variety of engineering data from field notes, manuals, lab reports, etc., processing data, identifying errors or inconsistencies, selecting methods of data presentation.
- e. Assisting in design modification by compiling data related to design, specifications, and materials that are pertinent to specific items of equipment or component parts; developing information concerning previous operational failures and modifications, and using judgment and initiative to recognize inconsistencies or gaps in data and seek sources to clarify information.

**Required Education - Bachelor's Degree.**

**Must have 3 years experience.**

**(N) Heavy Equipment Mechanic-** The Heavy Equipment Mechanic analyzes malfunctions and repairs, rebuilds and maintains power equipment, such as cranes, power shovels, scrapers, paving machines, motor graders, trench-digging machines, conveyors, bulldozers, dredges, pumps, compressors, and pneumatic tools. This worker operates and inspects machines or equipment to diagnose defects, dismantles and reassembles equipment, using hoists and hand tools, examines parts for damage or excessive wear, using micrometers and gauges, replaces defective engines and subassemblies, such as transmissions, and tests overhauled equipment to insure operating efficiency. The mechanic welds broken parts and structural members, may direct workers engaged in cleaning parts and assisting with assembly and disassembly of equipment, and may repair, adjust and maintain mining machinery, such as stripping and loading shovels, drilling and cutting machines, and continuous mining machines.

**Required Education- Related technical training such as trade school or military training will also be considered. Experience in an ISO or FDA regulated industry highly desirable.**

**Must have 3 years experience.**