Federal Supply Service

Authorized Federal Supply Schedule Price List

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

Multiple Award Schedule

FSC Group: Professional Services

Contract Number: GS-07F-196DA

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

Contract Period: September 27, 2021 – September 26, 2026

RMGS, Inc.
4560 S Boulevard Ste 298
Virginia Beach, VA 23452-1160
757-227-9362
www.rmgsinc.com

Contract Administration Source:
Lynda Stafford
staffordl@rmgsinc.com

Business Size: Small Business
Service-Disabled Veteran Owned Small Business

Price list current as of Modification #PO-0016 effective 09/27/2021

Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>611430</td>
<td>611430RC</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>611430ST</td>
<td>611430STRC</td>
<td>Security Training</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials (OLM’s)</td>
</tr>
</tbody>
</table>

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

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. Please refer to RMGS Awarded GSA Hourly Rates.

2. Maximum order:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Maximum Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>611430</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>611430ST</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

3. Minimum order: $100

4. Geographic coverage (delivery area). Worldwide

5. Point(s) of production (city, county, and State or foreign country):

RMGS, Inc.
4560 South Boulevard Ste 298
Virginia Beach, VA 23452-1160
6. Discount from list prices or statement of net price. Government Net Prices (discounts already deducted.)

7. Quantity discounts. **None**

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

9. Foreign items (list items by country of origin). **Not Applicable**

10a. Time of delivery. (Contractor insert number of days.) **30 DARO or as specified on task order.**

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

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

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

11. F.O.B. point(s). **Destination**

12a. Ordering address(es):

   RMGS, Inc.
   4560 South Boulevard Ste 298
   Virginia Beach, VA 23452-1160

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

13. Payment address(es):

   RMGS, Inc.
   4560 South Boulevard Ste 298
   Virginia Beach, VA 23452-1160

14. Warranty provision. **Standard Commercial Warranty Terms & Conditions**

15. Export packing charges, if applicable. **Not Applicable**

16. Terms and conditions of rental, maintenance, and repair (if applicable). **Not Applicable**

17. Terms and conditions of installation (if applicable). **Not Applicable**

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **Not Applicable**

18b. Terms and conditions for any other services (if applicable). **Not Applicable**
19. List of service and distribution points (if applicable). **Not Applicable**

20. List of participating dealers (if applicable). **Not Applicable**

21. Preventive maintenance (if applicable). **Not Applicable**

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **Not Applicable**

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/). **Not Applicable**

23. Data Universal Number System (DUNS) number. **828385810**

24. Notification regarding registration in System for Award Management (SAM) database. **RMGS, Inc. is registered and active in SAM.**

**Service Contract Labor Standards Matrix:**
The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category/Fixed Price Service</th>
<th>SCLS Equivalent Code Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor/Trainer I</td>
<td>Instructor</td>
<td>2015-4341</td>
</tr>
<tr>
<td>Instructor/Trainer II</td>
<td>Instructor</td>
<td>2015-4341</td>
</tr>
</tbody>
</table>
The Below Table Contains Labor Rates Including IFF And Escalation of 3% Annually

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Manager I</td>
<td>$109.82</td>
<td>$113.11</td>
<td>$116.51</td>
<td>$120.00</td>
<td>$123.60</td>
</tr>
<tr>
<td>Program Manager II</td>
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<td>$123.68</td>
<td>$127.39</td>
<td>$131.21</td>
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<tr>
<td>Program Manager III</td>
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<td>$147.92</td>
<td>$152.35</td>
<td>$156.92</td>
<td>$161.63</td>
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<tr>
<td>Subject Matter Expert I</td>
<td>$131.51</td>
<td>$135.46</td>
<td>$139.52</td>
<td>$143.71</td>
<td>$148.02</td>
</tr>
<tr>
<td>Subject Matter Expert II</td>
<td>$141.67</td>
<td>$145.92</td>
<td>$150.30</td>
<td>$154.81</td>
<td>$159.45</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>$84.90</td>
<td>$87.45</td>
<td>$90.07</td>
<td>$92.77</td>
<td>$95.56</td>
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<tr>
<td>Logistics Specialist Junior</td>
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<td>$26.02</td>
<td>$26.80</td>
<td>$27.60</td>
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<tr>
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<tr>
<td>Logistics Specialist Expert</td>
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<td>$82.00</td>
<td>$84.46</td>
<td>$86.99</td>
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<tr>
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<td>$44.83</td>
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<tr>
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<td>$88.57</td>
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<tr>
<td>Role Player I</td>
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<td>$61.69</td>
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<tr>
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<td>$65.87</td>
<td>$67.84</td>
<td>$69.88</td>
<td>$71.98</td>
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<tr>
<td>Instructor/Trainer I</td>
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<td>$104.07</td>
<td>$107.19</td>
<td>$110.41</td>
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<tr>
<td>Instructor/Trainer II</td>
<td>$107.53</td>
<td>$110.76</td>
<td>$114.08</td>
<td>$117.50</td>
<td>$121.03</td>
</tr>
</tbody>
</table>
LABOR CATEGORY DESCRIPTIONS

Subject Matter Expert I

FUNCTIONAL RESPONSIBILITY: Responsible for provision of training programs for RMGS, Inc. when deployed in support of a contract. Acts as point of contact between the customer, RMGS, Inc. and students on all training related matters. Possesses an Associate's degree or at least five (5) years of experience in the functional area of expertise to include: weapons, surveillance, surveillance detection, tactical medicine, and operational tactics. Has some latitude for independent actions and decisions. Possesses ability to perform assignments requiring sound judgment. Provides direct instruction to client.

MINIMUM EXPERIENCE: 5 years
MINIMUM EDUCATION: Associate’s Degree

Subject Matter Expert II

FUNCTIONAL RESPONSIBILITY: Responsible for provision of training programs for RMGS, Inc. when deployed in support of a contract. Acts as point of contact between the customer, RMGS, Inc. and students on all training related matters. Possesses a minimum of a bachelor's degree (BS or BA) or at least ten (10) years of experience in the functional area of expertise. Acts independently in the performance of assigned tasks, routinely making sound decisions. Reliably performs functions and assignments requiring expert technical and specialized operational knowledge. Demonstrates the highest level of expertise in performing a specialized job, task or skill. Produces documentation to support activity at the direction of the Program Manager, as directed, or the client, in accordance with a statement of work. Possesses strong leadership skills and is able to advise and mentor lower grade SMEs.

MINIMUM EXPERIENCE: 10 years
MINIMUM EDUCATION: Bachelor’s Degree

Program Manager I

FUNCTIONAL RESPONSIBILITY: Responsible for the overall management and performance of the contract; shall be the primary point of contact for matters between RMGS, Inc. and the customer. Provides functional and/or technical direction in the design, development, execution, and post deployment support of training programs. The Program Manager I participates in the design of training exercises, courses, and integrated training to ensure they meet the clients objectives. Shall have a minimum of a bachelor's degree or at least five (5) years of general experience in management or program support and ten (10) years of specialized experience, which may include experience with the U.S. military, Special Forces/Special Operations or physical/personal security related programs. Ability to travel in support of program requirements.

MINIMUM EXPERIENCE: 5 years
MINIMUM EDUCATION: Bachelor’s Degree

Program Manager II

FUNCTIONAL RESPONSIBILITY: Responsible for the overall management and performance of the contract; shall be the primary point of contact for matters between RMGS, Inc. and the customer.
Provides functional and/or technical direction in the design, development, execution, and post deployment support of training programs. The Program Manager I participates in the design of training exercises, courses, and integrated training to ensure they meet the clients objectives. Shall have a minimum of a bachelor's degree or at least five (5) years of general experience in management or program support and ten (10) years of specialized experience, which may include experience with the U.S. military, Special Forces/Special Operations or physical/personal security related programs. Ability to travel in support of program requirements.

**MINIMUM EXPERIENCE:** 7 years  
**MINIMUM EDUCATION:** Bachelor’s Degree

**Program Manager III**

**FUNCTIONAL RESPONSIBILITY:** Determines project budgets; establishes timelines; presents reports to clients; implements and manages project changes; delivers project evaluations and assessments of results. Provides functional and/or technical direction in the design, development, execution, and post deployment support of training programs. Supports overall training management policies, plans, requirements, execution, control and direction of the effort and associated resources. The Program Manager III reviews and approves the final design of training exercises, courses, and integrated training to ensure they meet client objectives and follow the Performance Work Statement. Shall have a minimum of a bachelor's degree or at least equivalent and ten (10) years of general experience in management or program support and fifteen (15) years of specialized experience, which may include experience with the U.S. military, Special Forces/Special Operations or physical/personal security related programs. In addition, the Program Manager shall have strong written and verbal communications skills, be capable of solving complex problems, communicate solutions effectively to both technical and non-technical audiences, and be able to function effectively in adverse environments. Ability to travel in support of program requirements.

**MINIMUM EXPERIENCE:** 10 years  
**MINIMUM EDUCATION:** Bachelor’s Degree

**Logistics Specialist Junior**

**FUNCTIONAL RESPONSIBILITY:** Shall have an extensive knowledge of tactical and administrative logistics and support. Shall have a minimum of an Associate’s degree or five (5) years of military or law enforcement service working in a logistical position. Must have a working knowledge of Excel. Able to travel in support of project requirements.

**MINIMUM EXPERIENCE:** 5 years  
**MINIMUM EDUCATION:** Associate’s Degree

**Logistics Specialist Experienced**

**FUNCTIONAL RESPONSIBILITY:** Responsible for the logistical support at the project level. Shall set up a logistical support network that will meet or exceed the needs of the customer or RMGS, Inc... Acts as the primary contact for Project Managers in matters regarding logistical support. Shall have an extensive knowledge of tactical and administrative logistics and support. Shall have a minimum of a bachelor's degree or eight (8) years of military or law enforcement service working in a logistical position. Shall have written and verbal communication skills commensurate with the position. Must be
able to solve complex problems and work alone. Must have a working knowledge of Excel. Able to travel in support of project requirements.

MINIMUM EXPERIENCE: 8 years
MINIMUM EDUCATION: Bachelor’s Degree

**Logistics Specialist Expert**

**FUNCTIONAL RESPONSIBILITY:** Responsible for the logistical support at the project level. Shall set up a logistical support network that will meet or exceed the needs of the customer or RMGS, Inc. Acts as the primary contact for Project Managers in matters regarding logistical support. Shall have an extensive knowledge of tactical and administrative logistics and support. Shall have a minimum of a bachelor's degree or twelve (12) years of military service working in a logistical position. Shall have written and verbal communication skills commensurate with the position. Must be able to solve complex problems and work alone. Must have a working knowledge of Excel. Able to travel in support of project requirements.

MINIMUM EXPERIENCE: 12 years
MINIMUM EDUCATION: Bachelor’s Degree

**Administrative Assistant I**

**FUNCTIONAL RESPONSIBILITY:** Responsible for clerical and administrative duties related to training and organizational development. Shall have a minimum of an Associates Degree or 3 years administrative and record keeping experience. Schedules events, obtains and maintains training materials. Ensures employees are kept abreast of training requirements. Works under general supervision. Typically reports to a supervisor or manager.

MINIMUM EXPERIENCE: 3 years
MINIMUM EDUCATION: High School

**Administrative Assistant II**

**FUNCTIONAL RESPONSIBILITY:** Responsible for clerical and administrative duties related to training and organizational development. Schedules training events and obtains and maintains instructional materials. Ensures employees are kept abreast of training requirements. Familiar with standard training concepts, practices and procedures. Relies on experience and judgement to plan and accomplish goals. Performs a wide variety of administrative tasks. Works under general supervision. Typically reports to a supervisor or manager. May oversee Administrative Assistant I.

MINIMUM EXPERIENCE: 5 years
MINIMUM EDUCATION: High School

**Senior Project Manager I**

**FUNCTIONAL RESPONSIBILITY:** Responsible for the physical performance of all personnel working on a project and actively manage day-to-day activities, scheduling, and development of plans and supervision of all employees working on the project. Shall have a minimum of a bachelor's degree or five (5) years of general experience in personnel supervisory or project support. Able to travel in support of project requirements. Acts as point of contact between the customer and RMGS, Inc. Applies
analytical and statistical assessment to evaluate and reach appropriate conclusions. Responsible for project management, planning, execution. Normally reports to a Program Manager.

MINIMUM EXPERIENCE: 5 years
MINIMUM EDUCATION: Bachelor’s Degree

Role Player I

FUNCTIONAL RESPONSIBILITY: Role player I is required to act out scripted scenarios to influence certain aspects of training. This position is used to enforce processes and procedures and enhance training realism for the trainees. Position requires the ability demonstrate and comprehend basic scenario scripts. Requires standing for multiple hours, lying still on the floor, walking over hilly terrain, being exposed to loud noises along with any other physical requirements needed to complete the training. Shall have minimum of high school diploma and a minimum of four (4) years in the military.

MINIMUM EXPERIENCE: 4 years
MINIMUM EDUCATION: High School

Role Player II

FUNCTIONAL RESPONSIBILITY: Role player II is required to act out scripted scenarios to influence certain aspects of training. This position is used to enforce processes and procedures and enhance training realism for the trainees. Position requires the ability demonstrate and comprehend basic scenario scripts. Role Player II may require foreign language speakers who know the language and customs from any area of the world play the roles of government officials, religious leaders, tribal elders, or interpreters. Role Player II will have military experience, weapons training, and knowledge of insurgent tactics. Requires standing for multiple hours, lying still on the floor, walking over hilly terrain, being exposed to loud noises along with any other physical requirements needed to complete the training. Shall have minimum of high school diploma and at least five years in the military.

MINIMUM EXPERIENCE: 5 years
MINIMUM EDUCATION: High School

Instructor/Trainer I

FUNCTIONAL RESPONSIBILITY: The Instructor/Trainer will provide instruction for an educational program, demonstrate, explain, and instruct students with the use of any required or suggested training aids, devices, simulators or simulation. Conduct and evaluate training to include front-end analysis, assist in the design of training guidelines and the development of training program content and material. Interprets technical information and translates it into practical language for training and instruction. Confers with Instructor/Trainer II and Program Manager to verify training and instructional material are meeting the needs of the client. Develops and validates the measurement of student achievement of learning/training objectives.

MINIMUM EXPERIENCE: 1 year
MINIMUM EDUCATION: High School
Instructor/Trainer II

FUNCTIONAL RESPONSIBILITY: The Instructor/Trainer will provide instruction for an educational program, demonstrate, explain, and instruct students with the use of any required or suggested training aids, devices, simulators or simulation. Conduct and evaluate training to include front-end analysis, assist in the design of training guidelines and the development of training program content and material. Interprets technical information and translates it into practical language for training and instruction. Receives direction from Program Manager and subsequently provides direction to Instructor/Trainer I to verify training and instructional material are meeting the needs of the client. Develops and validates the measurement of student achievement of learning/training objectives.

MINIMUM EXPERIENCE: 2 years
MINIMUM EDUCATION: High School

Operations Research Analyst (Journeyman)

FUNCTIONAL RESPONSIBILITY: Conducts studies of moderately complex work processes, functions, and procedures for assigned work units. Studies conducted include: Management Analysis, Advisory Services. Prepares reports advising on management practices and improvements. Organizational Analysis: Reviews proposed organizational changes to determine the impact; evaluates current methods and procedures for regulatory compliance, duplications of effort, costs, etc. Methods and Procedures Analysis: Reviews drafts of proposed procedures. Works under general direction on complex application problems involving most phases of systems analysis. Coordinates with lead analyst or project lead on training projects including design and execution of curriculum design for classroom training and field scenarios and exercises.

MINIMUM EXPERIENCE: 5 years
MINIMUM EDUCATION: Bachelor’s Degree

SME – Operations Research Analyst

FUNCTIONAL RESPONSIBILITY: Conducts studies of complex work processes, functions, and procedures for assigned work units. Studies conducted include: Management Analysis, Advisory Services. Prepares reports advising on management practices and improvements. Organizational Analysis: Reviews and approves proposed organizational changes; evaluates and approves current methods and procedures for regulatory compliance, duplications of effort, costs, etc. Methods and Procedures Analysis: Reviews and approves the drafts of proposed new procedures. Provides the general direction of the project team on complex application problems involving most phases of systems analysis. Coordinates with lead analyst or project lead. Reviews final design of scenarios, exercises and proposed training courses to cover all knowledge-based information pertaining to the applicable training module and the assessments designed to test the student / participant’s retention of the knowledge and skills learned.

MINIMUM EXPERIENCE: 8 years
MINIMUM EDUCATION: Bachelor’s Degree
Warehouse Technician

FUNCTIONAL RESPONSIBILITY: Responsible for the shipping, handling, and packaging of supplies and equipment as well as in receiving inventory and issuing supplies and equipment. Executes daily issuance of parts, equipment, organization clothing, and tactical gear in an organized and timely manner, regardless of the situation. Responsible for maintaining financial logs and records.

MINIMUM EXPERIENCE: 1 year
MINIMUM EDUCATION: High School

Operations Logistics Junior

FUNCTIONAL RESPONSIBILITY: Provide general and executive administrative support and coordination; responsible for a variety of management support and administrative and clerical duties. Gathers directed information from other Departments and Divisions. Responsible for a variety of management support, and administrative and clerical duties in the Operations Department. May also coordinate travel arrangements, visas, billeting, prepare trip folders, obtains and maintains official biographies and updated contact information, and schedules of events, as needed. Prepares documents in English and other languages as required. May greet visitors, answers and routes phone calls. Provides assistance via telephone or in person, by answering questions on a variety of administrative functions or referring caller/visitor to the appropriate person/office. Gather a variety of information and data to prepare reports and statistical summaries. Type letters, endorsements, reports, briefings, memorandums, forms, and other general correspondence. Operates various office machines such as copier, computer, scanner, fax machines, etc. Maintain adequate inventory of office supplies, forms, and printed materials, and notifies the appropriate person for re-ordering. Research, create, verify, and analyze data to automate reporting structures that assist management with decision making. Compile data and to develop tables or charts; Creates and updates briefs in Power Point; Use statistical cost estimation methods to assist in developing budgets.

MINIMUM EXPERIENCE: 3 years
MINIMUM EDUCATION: Bachelor’s Degree

Student Support Coordinator

FUNCTIONAL RESPONSIBILITY: Responsible for carrying out specialized administrative support to include serving as interpreter for Spanish speaking students, transportation of students, lodging coordination, record keeping, preparation of reports, scheduling and database management. This includes direct support in the areas of administration, socialization, cultural enrichment, transportation, recreation, logistical and customer support services.

MINIMUM EXPERIENCE: 3 years
MINIMUM EDUCATION: High School

Medical Training Coordinator Manager

FUNCTIONAL RESPONSIBILITY: Perform wide-ranging assignments relating to the development and sustainment of a specialized medical training program. Position involves monitoring, directing and coordinating all facets of medical training and medical operations. Position responsibilities also include the development of comprehensive medical training tools that enable the Command Surgeon and
members of the Medical Directorate to make informed decisions when planning training events and preparing for test and evaluation efforts. Duties may include planning, developing, and synchronizing technical training, guidance, and programmatic and policy recommendations, and continuing education requirement for medical providers to include: Physicians, Physician Assistants, Independent Duty Corpsmen, Special Operation (SO) Medics and Corpsmen.

Manage training and qualification requirements for all medical personnel to ensure that appropriate levels of certification commensurate with their level of qualification are maintained.

Providing input for medical staff training requirements and for the standardization of equipment and techniques. This includes the development of instructional materials. Provide training to individuals and groups that focuses on acquiring and applying adaptability and medical skills/techniques.

Support the strategic planning process for SOF-unique medical training programs to enhance individual and unit performance.

**MINIMUM EXPERIENCE:** 3 years

**MINIMUM EDUCATION:** High School

**Regional Training Coordinator**

**FUNCTIONAL RESPONSIBILITY:** Responsible for all WMD training in their assigned geographic regions. This process will include identifying training priorities for the region and coordinating with the DS Regional Directors and Regional Security Officers (RSOs) to arrange the necessary training to meet overall WMD goals. Responsible for the oversight, and or participation in all aspects of planning, monitoring, managing and delivering contractor services within the region. The RTC provides overall operational direction to Senior Instructors providing training within the region and provides status reports, as required.

**MINIMUM EXPERIENCE:** 5 years

**MINIMUM EDUCATION:** Bachelor’s Degree

**Engineering Trainer (Jr)**

**FUNCTIONAL RESPONSIBILITY:** Able to direct/teach learning activities, write learning objectives, prepare test items, and create and evaluate instructional materials. Experienced in diesel engine diagnostics and repairs. Able to perform organizational level maintenance and troubleshooting. Experience in providing on-the-job training to military or civilian personnel. May be required to demonstrate experience with the preservation/de-preservation requirements for operating in a marine environment, and evaluating the readiness conditions of equipment and proficiency levels of personnel and working knowledge of Navy’s Personal Qualifications Standards program and the policies that govern its application, development and revisions. Required to maintain and process data, create reports, schedules, and training materials, and to provide rapid access to specific information.

**MINIMUM EXPERIENCE:** 5 years

**MINIMUM EDUCATION:** Bachelor’s Degree

**Course/Curriculum Manager**

**FUNCTIONAL RESPONSIBILITY:** Responsible for the management of a particular course or a specific function for several courses. Provides training analysis, instructional support, and possesses skills in the methodology of curriculum and test question development, effective classroom instructional
techniques, employment of training aids, student progress measurement strategies and course management. Assists in analysis, design, development, implementation and evaluation of curriculum for assigned courses, to determine the need for new or revised curricula. Assists in revising, developing, and implementing long range plans to anticipate and incorporate new procedures and technological developments into the respective curriculums coincident with production.

**MINIMUM EXPERIENCE:** 3 years

**MINIMUM EDUCATION:** Bachelor’s Degree

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**Small Craft Instructor**

**FUNCTIONAL RESPONSIBILITY:** Demonstrate working knowledge of the following Naval Instructions: OPNAVINST 5100.19 Series, Safety Precautions for Forces Afloat; OPNAVINST 3500.39 Series, Operational Risk Management; OPNAVINST 5530.13C Arms, Ammunition and Explosives Physical Security.

**MINIMUM EXPERIENCE:** 5 years

**MINIMUM EDUCATION:** Bachelor’s Degree

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**Engineer (Systems) Journeyman**

**FUNCTIONAL RESPONSIBILITY:** Works closely with a team of engineers and planners to develop a networked simulation training products. Develops and maintains applications utilizing appropriate programs and products. Works to create applications that meet product functional requirements. Creates and updates technical design documents. Debug and test training software and applications. Performs Information Assurance duties.

**MINIMUM EXPERIENCE:** 3 years

**MINIMUM EDUCATION:** Bachelor’s Degree

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**Intelligence Planner Sr/Lead**

**FUNCTIONAL RESPONSIBILITY:** Collects, records, analyzes, and disseminates tactical, strategic, or technical intelligence information: Segregates and records incoming intelligence data according to type of data to facilitate comparison, study, and accessibility for use in planning strategies. Prepares and analyzes project specific information. Compiles intelligence information to be used in preparing maps, charts, visual aids, briefing papers, reports, and publications. Maintains intelligence libraries, including maps, charts, documents, and other items that are critical to the proper design and execution of field scenarios and exercises to ensure realistic outcomes. Uses the intelligence libraries to provide information to the project team for the background logistical information that is required for a field exercise.

**MINIMUM EXPERIENCE:** 8 years

**MINIMUM EDUCATION:** Bachelor’s Degree