



## GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

### *Authorized Federal Supply Schedule Price List 874*

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 for GSA Advantage! is: <http://www.GSAAdvantage.gov>.

## MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

FSC Group 874; FSC Class R499

**Contract Number: GS-10F-0253U**

**Contract Period: June 10, 2008 though June 09, 2018**

For more information on ordering from Federal Supply Schedules  
Click on the FSS Schedules button at <http://www.fss.gsa.gov>

**Contractor:** CTG, Inc.  
10461 White Granite Drive, Suite 250  
Oakton, Virginia 22124

**Telephone:** (703) 352-7552,

**Fax:** (703) 352-5910

**E-Mail:** [schedules@ctgusa.com](mailto:schedules@ctgusa.com)

**Website:** [www.ctgusa.com](http://www.ctgusa.com)

**Contract Administrator: Steven Momon**

**Business size - Large**

For more information, please contact:  
[David Standley, President, COO - \(703\) 352-7552](#)  
[Steven Momon, Business Manager - \(703\) 995-5984](#)

Price list current through 6/9/18, effective 6/10/13.



## CUSTOMER INFORMATION

**1a. Awarded Special Item Numbers:**

874-1, 874-1RC Integrated Consulting Services  
874-6, 874-6RC Acquisition Management Support  
874-7, 874-7RC Integrated Business Program Support Services

**1b. Price List:** reference Exhibit A

**1c. Labor Category Descriptions:** reference Exhibit B

**2. Maximum Order:** \$1,000,000.00

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

**4. Geographic coverage:** The geographic coverage of the contract is the 48 contiguous states and the District of Columbia, including Alaska, Hawaii and the Commonwealth of Puerto Rico, and locations in Europe and the Far East

**5. Points of production:** Oakton, VA and New York City, NY.

**6. Discount from list prices or statement of net price:** All prices listed are net prices

**7. Quantity discounts:** No discount is offered.

**8. Prompt payment discount:** No discount is offered. Payment terms are Net 30 days.

**9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:** Government credit cards will be accepted at or below the micro-purchase threshold.

**9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Government credit cards will be accepted above the micro-purchase threshold.

**10. Foreign items:** Not applicable.

**11a. Time of delivery:** Designated per Task Order.

**11b. Expedited Delivery.** Items available for expedited delivery are noted in this price list.

**11c. Overnight and 2-day delivery.** Designated per Task Order.

**11d. Urgent Requirements.** Not applicable.

**12. F.O.B. point(s):** Destination

**13a. Ordering address(es):**

CTG, Incorporated  
10461 White Granite Drive, Suite 250  
Oakton, Virginia 22124

- 13b. 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 and on the GSA homepage at <http://www.gsa.gov/schedules>.
- 14. Payment address(es):**  
CTG, Incorporated  
10461 White Granite Drive, Suite 250  
Oakton, Virginia 22124
- 15. Warranty provision:** Not applicable.
- 16. Export Packaging Charges:** Not applicable.
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):**
- 18. Terms and Conditions of rental, maintenance, and repair:** Not applicable.
- 19. Terms and conditions of installation:** Not applicable.
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not applicable.
- 20a. Terms and conditions for any other services:** Not applicable.
- 21. List of service and distribution points:** Not applicable.
- 22. List of participating dealers:** Not applicable.
- 23. Preventive maintenance:** Not applicable.
- 24a. Special attributes:** Not applicable.
- 24b. Section 508:** 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/).
- 25. Data Universal Number System (DUNS) number:** 19-603-1173
- 26. Central Contractor Registration (CCR):** CTGi is registered in the Central Contractor Registration (CCR) database.
- 27. Uncompensated Overtime:** CTGi does not employ the use of uncompensated overtime. All hours performed under this contract will be billed at the labor rates reflected in the price list.
- 28. Service Contract Act (SCA) Statement:** The Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

## EXHIBIT A

### CTGI MOBIS LABOR RATES

The following labor rates are applicable to  
**SIN 874-1 (874-1RC) Integrated Consulting Services:**

Awarded Labor Category	Min Educ	Min Exp					
			6/10/2013 - 6/9/2014	6/10/2014 - 6/9/2015	6/10/2015 - 6/9/2016	6/10/2016 - 6/9/2017	6/10/2017 - 6/9/2018
			Year 6	Year 7	Year 8	Year 9	Year 10
Program Manager	BA	12	\$216.89	\$221.88	\$226.98	\$232.20	\$237.54
Project Manager III	BA	10	\$195.50	\$200.00	\$204.60	\$209.30	\$214.12
Project Manager II	BA	8	\$174.95	\$178.97	\$183.09	\$187.30	\$191.61
Project Manager I	BA	5	\$145.80	\$149.15	\$152.58	\$156.09	\$159.68
Project Manager	BA	2	\$116.63	\$119.31	\$122.06	\$124.86	\$127.74
Subject Matter Expert III	BA	10	\$249.46	\$255.20	\$261.07	\$267.07	\$273.21
Subject Matter Expert II	BA	8	\$221.61	\$226.71	\$231.92	\$237.26	\$242.71
Subject Matter Expert I	BA	5	\$180.78	\$184.94	\$189.19	\$193.54	\$197.99
Subject Matter Expert	BA	3	\$139.97	\$143.19	\$146.48	\$149.85	\$153.30
Specialist III	BA	8	\$163.29	\$167.05	\$170.89	\$174.82	\$178.84
Specialist II	BA	5	\$138.52	\$141.71	\$144.97	\$148.30	\$151.71
Specialist I	BA	3	\$108.76	\$111.26	\$113.82	\$116.44	\$119.12
Specialist	HS	1	\$88.72	\$90.76	\$92.85	\$94.98	\$97.17
Business Analyst III	BA	8	\$165.74	\$169.55	\$173.45	\$177.44	\$181.52
Business Analyst II	BA	5	\$130.72	\$133.73	\$136.80	\$139.95	\$143.17
Business Analyst I	BA	2	\$98.83	\$101.10	\$103.43	\$105.81	\$108.24
Business Analyst	HS	1	\$58.18	\$59.52	\$60.89	\$62.29	\$63.72



The following labor rates are applicable to  
**SIN 874-6 (874-6RC) Acquisition Management Support :**

Labor Category	Min Educ	Min Exp					
			6/10/2013 - 6/9/2014	6/10/2014 - 6/9/2015	6/10/2015 - 6/9/2016	6/10/2016 - 6/9/2017	6/10/2017 - 6/9/2018
			Year 6	Year 7	Year 8	Year 9	Year 10
Program Manager	BA	12	\$216.89	\$221.88	\$226.98	\$232.20	\$237.54
Project Manager III	BA	10	\$195.50	\$200.00	\$204.60	\$209.30	\$214.12
Project Manager II	BA	8	\$174.95	\$178.97	\$183.09	\$187.30	\$191.61
Project Manager I	BA	5	\$145.80	\$149.15	\$152.58	\$156.09	\$159.68
Project Manager	BA	2	\$116.63	\$119.31	\$122.06	\$124.86	\$127.74
Subject Matter Expert III	BA	10	\$249.46	\$255.20	\$261.07	\$267.07	\$273.21
Subject Matter Expert II	BA	8	\$221.61	\$226.71	\$231.92	\$237.26	\$242.71
Subject Matter Expert I	BA	5	\$180.78	\$184.94	\$189.19	\$193.54	\$197.99
Subject Matter Expert	BA	3	\$139.97	\$143.19	\$146.48	\$149.85	\$153.30
Specialist III	BA	8	\$163.29	\$167.05	\$170.89	\$174.82	\$178.84
Specialist II	BA	5	\$138.52	\$141.71	\$144.97	\$148.30	\$151.71
Specialist I	BA	3	\$108.76	\$111.26	\$113.82	\$116.44	\$119.12
Specialist	HS	1	\$88.72	\$90.76	\$92.85	\$94.98	\$97.17

The following labor rates are applicable to  
**SIN 874-7 (874-7RC) Integrated Business Program Support Services:**

Labor Category	Min Educ	Min Exp					
			6/10/2013 - 6/9/2014	6/10/2014 - 6/9/2015	6/10/2015 - 6/9/2016	6/10/2016 - 6/9/2017	6/10/2017 - 6/9/2018
			Year 6	Year 7	Year 8	Year 9	Year 10
Program Manager	BA	12	\$216.89	\$221.88	\$226.98	\$232.20	\$237.54
Project Manager III	BA	10	\$195.50	\$200.00	\$204.60	\$209.30	\$214.12
Project Manager II	BA	8	\$174.95	\$178.97	\$183.09	\$187.30	\$191.61
Project Manager I	BA	5	\$145.80	\$149.15	\$152.58	\$156.09	\$159.68
Project Manager	BA	2	\$116.63	\$119.31	\$122.06	\$124.86	\$127.74
Subject Matter Expert III	BA	10	\$249.46	\$255.20	\$261.07	\$267.07	\$273.21
Subject Matter Expert II	BA	8	\$221.61	\$226.71	\$231.92	\$237.26	\$242.71
Subject Matter Expert I	BA	5	\$180.78	\$184.94	\$189.19	\$193.54	\$197.99
Subject Matter Expert	BA	3	\$139.97	\$143.19	\$146.48	\$149.85	\$153.30

## EXHIBIT B

### CTGI MOBIS LABOR CATEGORY DESCRIPTIONS

#### Program Manager

**Relevant SIN(s): 874-1, 874-7 (874-1RC, 874-7RC)**

**Functional Duties/Responsibilities:** Provides oversight and executive level management for large, multiple, and/or complex projects often involving multiple sub-projects/tasks or groups of personnel at multiple locations. Maintains and manages relationships with senior level client management, including coordination and communication of overall program status; Resolves problems, issues, risks, or conflicts as required; Ensures that program schedule, performance, and deliverables are satisfied within established program standards for quality and work performance.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 12 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

#### Project Manager III

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Provides day to day management of project activities, possibly involving large, multiple, and/or complex concurrent tasks and/or groups of personnel at multiple locations. Delivers competent leadership and responsible project direction through successful performance of a variety of detailed project management tasks including but not limited to: staffing, project planning, financial management, risk management, quality management, staff direction, monitoring, and oversight. Directs completion of tasks within established schedule and budget constraints. Schedules and assigns duties to project personnel, including subcontractors, to ensure assignments are completed as expected. Interfaces with the client on project status, issues, risks, and any other information necessary for the successful delivery the project tasking.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 10 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

#### Project Manager II

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Provides day to day management of project activities, possibly involving mid size and/or complex concurrent tasks and/or groups of personnel at multiple locations. Delivers competent leadership and responsible project direction through successful performance of a variety of detailed project management tasks including but not limited to: staffing, project planning, financial management, risk management, quality management, staff direction, monitoring, and oversight. Directs completion of tasks within established schedule and budget constraints. Schedules and assigns duties to project personnel, including subcontractors, to ensure assignments are completed as expected. Interfaces with the client on project status, issues, risks, and any other information necessary for the successful delivery the project tasking.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 8 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Project Manager I

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Provides day to day management of project activities for mid size to small efforts that may involve concurrent tasks. Delivers competent leadership and responsible project direction through successful performance of a variety of detailed project management tasks including but not limited to: staffing, project planning, financial management, risk management, quality management, staff direction, monitoring, and oversight. Directs completion of tasks within established schedule and budget constraints. Schedules and assigns duties to project personnel, including subcontractors, to ensure assignments are completed as expected. Interfaces with the client on project status, issues, risks, and any other information necessary for the successful delivery the project tasking.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 5 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Project Manager

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Provides day to day management of project activities for small efforts that may involve concurrent tasks. Delivers competent leadership and responsible project direction through successful performance of a variety of detailed project management tasks including but not limited to: staffing, project planning, financial management, risk management, quality management, staff direction, monitoring, and oversight. Directs completion of tasks within established schedule and budget constraints. Schedules and assigns duties to project personnel, including subcontractors, to ensure assignments are completed as expected. Interfaces with the client on project status, issues, risks, and any other information necessary for the successful delivery the project tasking.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 2 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Subject Matter Expert III

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides insight and advice concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying advanced principles, theories, and concepts, developing solutions to complex problems. Defines key concepts for the planning, acquisition, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 10 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Subject Matter Expert II

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Senior expert with enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides insight and advice concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying advanced principles, theories, and concepts, developing solutions to complex problems. Defines key concepts for the planning, acquisition, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 8 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Subject Matter Expert I

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Expert with enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides insight and advice concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying advanced principles, theories, and concepts, developing solutions to complex problems. Defines key concepts for the planning, acquisition, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 5 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Subject Matter Expert

**Relevant SIN(s): 874-1, 874-6, 874-7 (874-1RC, 874-6RC, 874-7RC)**

**Functional Duties/Responsibilities:** Expert with enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides insight and advice concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying advanced principles, theories, and concepts, developing solutions to complex problems. Defines key concepts for the planning, acquisition, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 3 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Specialist III

**Relevant SIN(s): 874-1, 874-6 (874-1RC, 874-6RC)**

**Functional Duties/Responsibilities:** Possesses knowledge and experience in one or more designated business, functional, technical, or management disciplines. Provides insight concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying advanced principles, theories, and concepts, developing solutions to complex business, process, architectural, data, and/or

technical problems. Defines key concepts for the planning, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 8 years of experience, 5 years of which is specific experience in a particular functional, technical, or business discipline including, but not limited to:

- Systems/Data Architecture
- Requirements/Business Process Analysis
- Web/Database/Application Development
- Network/Database Administration
- Training
- Management Consulting (i.e., Organizational Analysis, Business Case Analysis, Risk Management, Strategic Planning, Acquisition, etc.)
- Information Assurance
- Quality Assurance
- Independent Verification and Validation

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Specialist II

**Relevant SIN(s): 874-1, 874-6 (874-1RC, 874-6RC)**

**Functional Duties/Responsibilities:** Possesses knowledge and experience in one or more designated business, functional, technical, or management disciplines. Provides insight concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying advanced principles, theories, and concepts, developing solutions to complex business, process, architectural, data, and/or technical problems. Defines key concepts for the planning, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 5 years of experience, 3 years of which is specific experience in a particular functional, technical, or business discipline including, but not limited to:

- Systems/Data Architecture
- Requirements/Business Process Analysis
- Web/Database/Application Development
- Network/Database Administration
- Training
- Management Consulting (i.e., Organizational Analysis, Business Case Analysis, Risk Management, Strategic Planning, Acquisition, etc.)
- Information Assurance
- Quality Assurance
- Independent Verification and Validation

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Specialist I

**Relevant SIN(s): 874-1, 874-6 (874-1RC, 874-6RC)**

**Functional Duties/Responsibilities:** Possesses knowledge and experience in one or more designated business, functional, technical, or management disciplines. Provides insight concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying known principles, theories, and concepts, developing solutions to complex business, process, architectural, data, and/or technical problems. Defines concepts for the planning, deployment, integration, operation and/or enhancement of systems, processes, and/or organizational practices. Employs methodologies for guiding others in problem identification and resolution, risk management, quality management, and/or other technical and functional domains as required.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 3 years of experience, 2 years of which is specific experience in a particular functional, technical, or business discipline including, but not limited to:

- Systems/Data Architecture
- Requirements/Business Process Analysis
- Web/Database/Application Development
- Network/Database Administration
- Training
- Management Consulting (i.e., Organizational Analysis, Business Case Analysis, Risk Management, Strategic Planning, Acquisition, etc.)
- Information Assurance
- Quality Assurance
- Independent Verification and Validation

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Specialist

**Relevant SIN(s): 874-1, 874-6 (874-1RC, 874-6RC)**

**Functional Duties/Responsibilities:** Entry level position that supports one or more designated business, functional, or technical disciplines. Provides insight concerning strategic direction and the applicability of best industry practices, current technology, and applicable standards. Responsible for applying known principles, theories, and concepts, developing solutions to business, process, architectural, data, and/or technical problems.

**Minimum Education Level:** HS Diploma or equivalent.

**Minimum Experience:** Desired work experience in a particular technical and/or business discipline including, but not limited to:

- Systems/Data Architecture
- Requirements/Business Process Analysis
- Web/Database/Application Development
- Network/Database Administration
- Training
- Management Consulting (i.e., Organizational Analysis, Business Case Analysis, Risk Management, Strategic Planning, Acquisition, etc.)
- Information Assurance
- Quality Assurance
- Independent Verification and Validation

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Business Analyst III

### Relevant SIN(s): 874-1 (874-1RC)

**Functional Duties/Responsibilities:** Provides senior Analysis, Functional, or Technical support and experience to a team working to deliver comprehensive solutions to a Client's Business, Technical, or Financial mission. Often familiar with one or more phases of the systems development life cycle to include but not limited to: Functional/Needs Analysis, Requirements Analysis, Data Analysis, Functional and Technical Architecture, Functional and Technical Design, Implementation, Testing & Validation, Technical and User Documentation, Delivery/Rollout, and/or Operations & Maintenance.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 8 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Business Analyst II

### Relevant SIN(s): 874-1 (874-1RC)

**Functional Duties/Responsibilities:** Provides mid-level Analysis, Functional, or Technical support and experience to a team working to deliver comprehensive solutions to a Client's Business, Technical, or Financial mission. Often familiar with one or more phases of the systems development life cycle to include but not limited to: Functional/Needs Analysis, Requirements Analysis, Data Analysis, Functional and Technical Architecture, Functional and Technical Design, Implementation, Testing & Validation, Technical and User Documentation, Delivery/Rollout, and/or Operations & Maintenance.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 5 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Business Analyst I

### Relevant SIN(s): 874-1 (874-1RC)

**Functional Duties/Responsibilities:** Provides Analysis, Functional, or Technical support and experience to a team working to deliver comprehensive solutions to a Client's Business, Technical, or Financial mission. Often familiar with one or more phases of the systems development life cycle to include but not limited to: Functional/Needs Analysis, Requirements Analysis, Data Analysis, Functional and Technical Architecture, Functional and Technical Design, Implementation, Testing & Validation, Technical and User Documentation, Delivery/Rollout, and/or Operations & Maintenance.

**Minimum Education Level:** Bachelors degree in related field or equivalent

**Minimum Experience:** 2 years of experience.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.

## Business Analyst

### Relevant SIN(s): 874-1 (874-1RC)

**Functional Duties/Responsibilities:** An entry level professional who works as a member of a team to provide basic functional, technical, and/or administrative support to the Client's mission.

**Minimum Education Level:** H.S. Degree or equivalent.

**Substitution Methodology:** Each year of relevant work experience may be substituted for one year of education, and vice versa. Certifications, professional licenses, and specific technical training may also be substituted for equivalent experience or education.