



**GSA Catalogue for Schedule 899-8**  
August 01, 2011

**GENERAL SERVICES ADMINISTRATION**

**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 is available through **GSA Advantage!**, a menu-driven database system. The INTERNET address for **GSA Advantage!** is:  
<http://www.GSAAdvantage.gov>.

**Schedule for: Environmental Services**  
**Federal Supply Group: 899-8      Class: F999**

**Contract Number: GS-10F-0314M**

**Contract Period:** June 01, 2007 through May 31, 2012  
Extensions through May 31, 2022

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

**Contractor:** EOD Technology, Inc.  
2229 Old Highway 95  
Lenoir City, TN 37771  
Phone: (865) 988-6063  
Fax: (865) 988-6067  
Email: [esquist@eodt.com](mailto:esquist@eodt.com)  
Web Site: [www.EODT.com](http://www.EODT.com)

**Contractor's Administrative Source:**  
Erik S. Quist  
Same Address  
Phone: 865-988-6063  
Fax: (865) 988-6067  
Email: [esquist@eodt.com](mailto:esquist@eodt.com)

**Business Size:** Large Business (NAIC#: 562910)

# **CUSTOMER INFORMATION:**

**1a. Table of Awarded Special Item Numbers:** 899-8 Remediation Services

**1b. Unit Prices:** Not Applicable. See hourly rates and descriptions in 1c below.

**1c. Labor Categories, Awarded Prices and Descriptions of Commercial Job Titles:**

Labor Categories, Awarded Prices, and Descriptions

See ATTACHMENT A

2. **Maximum Order:** \$5,000,000
3. **Minimum Order:** \$100.00
4. **Geographic Coverage (delivery area):** Domestic and International
5. **Point of production:** Same as Company address.
6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). Economic Price Adjustment clause is applicable.
7. **Quantity discounts:** None Offered.
8. **Prompt payment discounts:** Net 30 days.
9. **Government Purchase Cards:** Accepted
10. **Foreign items:** None
- 11a. **Time of Delivery:** Specified on the Task Order
- 11b. **Expedited Delivery:** Contact Contractor.
- 11c. **Overnight and 2-day delivery:** Contact Contractor.
- 11d. **Urgent Requirements:** Contact Contractor.
12. **F.O.B. Points:** Destination
- 13a. **Ordering Address:** Same as Company address.
- 13b. **Ordering Procedures:**

For a general overview of simplified ordering procedures got to:

<http://apps.fss.gsa.gov/schedules/sched-so.cfm>

Specifically, ordering procedures for “*services*” can be found at:

<http://apps.fss.gsa.gov/schedules/ordinssv.cfm>

14. **Payment address:** Same as Company address.
15. **Warranty Provision:** Contractor's standard commercial warranty.
16. **Export Packing Charges:** N/A
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:** N/A
19. **Terms and conditions of installation:** N/A
20. **Terms and conditions of repair parts:** N/A
- 20a. **Terms and conditions for any other services:** N/A
21. **List of services and distribution points:** N/A
22. **List of participating dealers:** N/A
23. **Preventive maintenance:** N/A
- 24a. **Special attributes:** N/A
- 24b. **Section 508 compliance information:** N/A
25. **Data Universal Numbering System (DUNS) number:** 60-5755651
26. **Central Contractor Registration (CCR) database:** Registered.

**Contractor will accept Firm Fixed Price (FFP)**

**Notes on the Catalogue Pricing (Attachment A)**

**Note 1: Categories indicated with a \* are SCA categories. Stateside prices for the SCA labor categories are ceiling rates based on WD #94-2133 Atlanta, Georgia. For those task/delivery orders quoted on that are outside of the ceiling rate location, the prices offered will be discounted accordingly for the area of performance.**

**Note 2: All overseas rates are ceiling rates based on performing in Iraq and Afghanistan. For those task/delivery orders quoted on that are outside of the ceiling rate location, the prices offered will be discounted accordingly for the area of performance.**

# ATTACHMENT A

All Rates are fully burdened with all fees included

<b>Program Manager Overseas Uplift</b>	<b>Stateside: \$101.68/Hour High Threat: \$142.36/Hour</b>
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**Commercial Job Title: Program Manager**

**Minimum/General Experience:** Three (3) years in performing/managing government projects, 7 years overall project management or equivalent experience with 5 years in program management or equivalent experience.

**Functional Responsibility:** Develop, budget, and manage all aspects of the program, including targeting program opportunities, contract requirements, etc.

**Minimum Education:** Bachelor's degree, Business or related technical field

<b>Program Operations Manager Overseas Uplift</b>	<b>Stateside: \$89.18/Hour High Threat: \$124.86/Hour</b>
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**Commercial Job Title: Program Operations Manager**

**Minimum/General Experience:** Three (3) years in operations management, Five (5) years overall project management or equivalent experience

**Functional Responsibility:** Manages the daily operations, coordinates and monitors the scheduling, pricing, and technical performance of company programs.

**Minimum Education:** Bachelor's degree

<b>Country Manager Overseas Uplift</b>	<b>Stateside: \$93.77/Hour High Threat: \$131.27/Hour</b>
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**Commercial Job Title: Country Manager**

**Minimum/General Experience:** Five (5) years experience managing field projects with one (1) year international experience

**Functional Responsibility:** Oversees the programmatic efforts and activities for multiple sites in a defined geographic region maintaining program support and external

relations.

**Minimum Education:** Bachelor's Degree

**Deputy Country Manager  
Overseas Uplift**

**Stateside: \$75.47/Hour  
High Threat: \$105.66/Hour**

**Commercial Job Title: Deputy Country Manager**

**Minimum/General Experience:** Five (5) years experience in field projects, international experience helpful

**Functional Responsibility:** Works in close collaboration with the Country Manager, responsible for program support and external relations.

**Minimum Education:** Bachelor's degree or higher in related field

**Support Operations Manager  
Overseas Uplift**

**Stateside: \$89.18/Hour  
High Threat: \$124.86/Hour**

**Commercial Job Title: Support Operations Manager**

**Minimum/General Experience:** Five (5) years of experience in field projects, two (2) years with leadership and/or management responsibility. Experience in obtaining, evaluating, and executing service contracts preferred.

**Functional Responsibility:** Manages the delivery of life support services for internal force sustainment and as a deliverable for Security and Life Support Services. Responsible for evaluating internal and external feedback

**Minimum Education:** Bachelor's degree

**Project Manager  
Overseas Uplift**

**Stateside: \$82.76/Hour  
High Threat: \$115.87/Hour**

**Commercial Job Title: Project Manager**

**Minimum/General Experience:** Three (3) years experience in general contract project

management on projects similar in size and complexity to the effort described in the Scope Of Work.

**Functional Responsibility:** Manages application of project budget and resources, communicates directly with the client on contractual execution and customer satisfaction, and coordinates operations with Security Operations Manager.

**Minimum Education:** Bachelor's degree

**Project Operations Manager  
Overseas Uplift**

**Stateside: \$80.04/Hour  
High Threat: \$112.06/Hour**

**Commercial Job Title: Project Operations Manager**

**Minimum/General Experience:** Five (5) years experience in field projects, two years in leadership duties and/or management. Familiar with field project operations, concepts, practices, and procedures.

**Functional Responsibility:** Manages daily operations. Responsibilities include developing and implementing policies, and coordinating use of material and human resources.

**Minimum Education:** Bachelor's degree

**Site Manager  
Overseas Uplift**

**Stateside: \$80.04/Hour  
High Threat: \$112.06/Hour**

**Commercial Job Title: Site Manager**

**Minimum/General Experience:** Four (4) to (6) years experience in field of services under contract

**Functional Responsibility:** Oversees all activities of a site. Manages work schedules, facility staffing, supply purchasing, and staff training.

**Minimum Education:** Bachelor's degree or equivalent job related experience.

**Logistics Manage  
Overseas Uplift**

**Stateside: \$72.04/Hour  
High Threat: \$100.86/Hour**

**Commercial Job Title: Logistics Manager**

**Minimum/General Experience:** Five (5) years of experience in logistics and/or equipment management. Familiar with establishing, managing, and executing

logistical support plans

**Functional Responsibility:** Manages and oversees overall supply chain operations, including purchasing and inventory of materials as well as selection of vendors. Makes recommendations to improve productivity, quality, and efficiency of operations. Coordinates and resolves issues regarding existing and new products. Interacts with project and program management

**Minimum Education:** Bachelor's degree

**IT/Data Manager  
Overseas Uplift**

**Stateside: \$72.04/Hour  
High Threat: \$100.86/Hour**

**Commercial Job Title: IT/DATA Manager**

**Minimum/General Experience:** Five (5) years of experience in IT or Data and/or equipment management. Familiar with establishing, managing, and executing Computer systems and/or Communication support plans

**Functional Responsibility:** Manages and oversees overall supply chain operations, including purchasing and inventory of materials as well as selection of vendors. Makes recommendations to improve productivity, quality, and efficiency of operations. Coordinates and resolves issues regarding existing and new products. Interacts with project and program management. Oversees IT/Data Specialists

**Minimum Education:** Bachelor's degree

**Certified Industrial Hygienist (CIH)  
Overseas Uplift**

**Stateside: \$74.49/Hour  
High Threat: \$104.28/Hour**

**Commercial Job Title: Certified Industrial Hygienist (Program Safety & Training)**

**Minimum/General Experience:** Two (2) years hazardous waste site operations experience and shall meet the Office of Personnel Management Standards for the Industrial Hygiene Series GS-690 and is certified by the American Board of Industrial Hygiene. Board certification or eligibility shall be documented by written confirmation by the American Board of Industrial Hygiene (ABIH). Military personnel must be identified as being a qualified Industrial Hygienist by the Surgeon General and be certified by the American Board of Industrial Hygiene.

**Functional Responsibility:** Manages Corporate safety and Health plan as well as Site Specific Safety and Health Plans.

**Minimum Education:** Bachelor's in Industrial Hygiene or closely related field.

**Program QA/QC Manager  
Overseas Uplift**

**Stateside: \$74.49/Hour  
High Threat: \$104.28/Hour**

**Commercial Job Title: Program Quality Assurance/Quality Control  
Manager**

**Minimum/General Experience:** Three (3) years minimum experience in conducting project quality assurance and control.

**Functional Responsibility:** Responsible for identifying key program and project quality objectives and formulating effective quality control procedures to meet those pre-established objectives. Coordinates, controls, and validates the quality control data generated by the site Quality Control Specialist. This individual will document and report site and program compliance with the corporate quality assurance/control policies and procedures.

**Minimum Education:** Bachelor's Degree

**Senior UXO Supervisor (SUXOS)  
HDP when applicable  
Overseas Uplift  
Overseas HDP when applicable**

**Stateside: \$85.12/Hour  
\$91.93/Hour  
High Threat: \$119.18/Hour  
High Threat: \$136.21/Hour**

**Commercial Job Title: Senior UXO Supervisor (SUXOS)**

**Minimum/General Experience:** Ten (10) years munitions response actions or range clearance activities, as appropriate for contracted operation, which may be a combination of active duty military EOD and contractor UXO experience, and shall include 5 years in supervisory positions. A SUXOS must be able to fully perform all of the functions enumerated for UXO Sweep Personnel and UXO Technicians I, II, and III. In addition, the ability to perform the following functions is a requirement for the SUXOS: Planning, coordinating, and supervising all contractor on-site UXO activities. The SUXOS must also be fully capable of supervising multiple project teams which may be performing UXO and UXO related activities; e.g., vegetation clearance; land surveying; reconnaissance and classification of UXO, pyrotechnic items, and military explosives and demolition materials; locating surface and subsurface UXO; destroying UXO and OE by burning or detonation; and/or transporting and storing UXO and explosives material.

**Functional Responsibility:** Supervises on-site all UXO field activities.

**Minimum Education:** Graduate of one of the following schools:  
a. US Army Bomb Disposal School, Aberdeen Proving Ground, MD;

b. US Naval Explosive Ordnance Disposal (EOD) School, Indian Head, MD

<b>UXO Safety Officer (UXSO)</b>	<b>Stateside: \$78.03/Hour</b>
<b>HDP when applicable</b>	<b>\$84.27/Hour</b>
<b>Overseas Uplift</b>	<b>High Threat: \$109.25/Hour</b>
<b>Overseas HDP when applicable</b>	<b>High Threat: \$124.85/Hour</b>

**Commercial Job Title: UXO Safety Officer**

**Minimum/General Experience:** Eight (8) years experience in all aspects of munitions response actions or range clearance activities, as appropriate for contracted operation, and the transportation, handling, and storage of munitions and commercial explosives. Experience may be combined active duty military EOD and contractor UXO experience. Must be able to fully perform all functions enumerated for UXO Sweep Personnel, UXO Technicians I, II, and III. This individual must have the specific training, knowledge, and experience necessary to fully implement the contractor's QC plans

**Functional Responsibility:** Develop and implement the MEC-specific sections of the Safety Program for all explosive related evaluations; conducts safety inspections of all UXO and explosives operations for compliance with established procedures; and directs and approves all corrective actions to ensure all OE related work complies with contractual requirements.

**Minimum Education:** Graduate of one of the following schools:

- a. US Army Bomb Disposal School, Aberdeen Proving Ground, MD;
- b. US Naval Explosive Ordnance Disposal (EOD) School, Indian Head, MD

<b>UXO QC Specialist (UXOQCS)</b>	<b>Stateside: \$78.03/Hour</b>
<b>HDP when applicable</b>	<b>\$84.27/Hour</b>
<b>Overseas Uplift</b>	<b>High Threat: \$109.25/Hour</b>
<b>Overseas HDP when applicable</b>	<b>High Threat: \$124.85/Hour</b>

**Commercial Job Title: UXO Quality Control Specialist (UXOQCS)**

**Minimum/General Experience:** Eight (8) years experience in all aspects of munitions response actions or range clearance activities, as appropriate for contracted operation, and applicable safety standards. Experience may be combined active duty military EOD and contractor UXO experience. Requires specific training, knowledge, and experience necessary to implement a Site Safety and Health Plan (SSHP) and verify compliance with applicable safety and health requirements. This individual must be able to perform all functions enumerated for UXO Sweep Personnel and UXO Technicians I, II, and III. In addition, the UXOSO must have the ability to implement

the approved UXO and explosives safety program in compliance with all DOD, federal, state, and local statutes and codes; analyze UXO and explosives operational risks, hazards, and safety requirements; establish and ensure compliance with all site specific safety requirements for UXO and explosives operations; enforce personnel limits and safety exclusion zones for UXO clearance operations, UXO and explosives transportation, storage, and destruction; conduct safety inspections to ensure compliance with UXO and explosives safety codes; and operate and maintain air monitoring equipment required at site for airborne contaminants.

**Functional Responsibility:** Implements and manages the SSHP.

**Minimum Education:** Graduate of one of the following schools:

- a. US Army Bomb Disposal School, Aberdeen Proving Ground, MD;
- b. US Naval Explosive Ordnance Disposal (EOD) School, Indian Head, MD

<b>UXO Technician III* (30493)</b>	<b>Stateside: \$73.54/Hour</b>
<b>HDP when applicable</b>	<b>\$79.43/Hour</b>
<b>Overseas Uplift</b>	<b>High Threat: \$102.96/Hour</b>
<b>Overseas HDP when applicable</b>	<b>High Threat: \$117.66/Hour</b>

**Commercial Job Title: UXO Technician III (29493)**

**Minimum/General Experience:** Eight (8) years experience in all aspects of munitions response actions or range clearance activities, as appropriate for contracted operation. Experience may be combined active duty military EOD and contractor UXO experience. Must be able to fully perform all functions enumerated for UXO Sweep Personnel, UXO Technicians I and II.

**Functional Responsibility:** Supervise and perform the on-site demilitarization of MEC, and handling of explosives and related operations. Prepare an explosives storage plan, prepare administrative operational reports. Identify and certify threat posed by Material Potentially Presenting and Explosive Hazard (MPPEH) for release, disposal or other final disposition.

**Minimum Education:** Graduate of one of the following schools:

- a. US Army Bomb Disposal School, Aberdeen Proving Ground, MD;
- b. US Naval Explosive Ordnance Disposal (EOD) School, Indian Head, MD, or
- c. 200 hours of training in MEC and MPPEH and 40 Hours of Hazardous Waste Operations and Emergency Response (HAZWOPER)

<b>UXO Technician II* (30492)</b>	<b>Stateside: \$61.37/Hour</b>
<b>HDP when applicable</b>	<b>\$66.27/Hour</b>
<b>Overseas Uplift</b>	<b>High Threat: \$85.90/Hour</b>

**Overseas HDP when applicable** **High Threat: \$98.19/Hour**

**Commercial Job Title: UXO Technician II (29492)**

**Minimum/General Experience:** Three (3) years experience in munitions response actions or range clearance activities, as appropriate for contracted operation, including specific project/explosives safety training. Experience may be combined active duty military EOD and contractor UXO experience.

**Functional Responsibility:** Stores, identifies, analyzes, transports, detonates, demines MEC material in accordance with applicable guidance.

**Minimum Education:** Graduate of one of the following schools:

- a. US Army Bomb Disposal School, Aberdeen Proving Ground, MD;
- b. US Naval Explosive Ordnance Disposal (EOD) School, Indian Head, MD; or
- c. 200 hours of training in MEC and MPPEH and 40 Hours of Hazardous Waste Operations and Emergency Response (HAZWOPER)

**UXO Technician I\* (30491)** **Stateside: \$49.05/Hour**

**HDP when applicable** **\$52.98/Hour**

**Overseas Uplift** **High Threat: \$68.68/Hour**

**Overseas HDP when applicable** **High Threat: \$78.48/Hour**

**Commercial Job Title: UXO Technician I**

**Minimum/General Experience:** Graduate of the UXO Technician Level 1 Course

**Functional Responsibility:** Locates, classifies, excavates, stores, transports, and detonates UXO material in accordance with applicable guidance.

**Minimum Education:** Graduate of one of the following schools:

- a. US Army Bomb Disposal School, Aberdeen Proving Ground, MD;
- b. US Naval Explosive Ordnance Disposal (EOD) School, Indian Head, MD or
- c. 200 hours of training in MEC and MPPEH and 40 Hours of Hazardous Waste Operations and Emergency Response (HAZWOPER)

**Ammo Supervisor** **Stateside: \$59.46/Hour**

**HDP when applicable** **\$64.22/Hour**

**Overseas Uplift** **High Threat: \$83.24/Hour**

**Overseas HDP when applicable** **High Threat: \$95.14/Hour**

**Commercial Job Title: Ammo Supervisor**

**Minimum/General Experience:** Five (5) years experience in all aspects of Ammunition Operations including performing work as an Ammo Handler of equivalent. Experience may be from active duty military or in equivalent civilian positions. U.S. Military active duty experience for 6 months under the Military Occupation Specialist Code 89-B.

**Functional Responsibility:** Supervises Ammo Handlers. Determines loads, magazine, or destination of ammunition movement. Performs ammunition stock control and accounting duties using both automated and manual procedures. Implement and identify hazards associated with ammunition operations. Inspection of all storage and holding areas. Implements corrective action.

**Minimum Education:** Graduate of Ammunition Specialist Course (MOS Producing Course 645-89D10) at Redstone Arsenal, Huntsville, AL.

<b>Ammo Handler</b>	<b>Stateside: \$42.31/Hour</b>
<b>HDP when applicable</b>	<b>\$45.69/Hour</b>
<b>Overseas Uplift</b>	<b>High Threat: \$59.24/Hour</b>
<b>Overseas HDP when applicable</b>	<b>High Threat: \$67.69/Hour</b>

**Commercial Job Title: Ammo Handler**

**Minimum/General Experience:** U.S. Military active duty experience for 6 months under the Military Occupation Specialist Code 89-B.

**Functional Responsibility:** Assists in receipt, storage, issue, destruction, and demilitarization of explosive items. Assists in ammunition supply stock control and accounting using both automated and manual procedures; operated to maneuver ammunition; handles ammunition in a safe and appropriate manner. This position is under the supervision of an Ammo Supervisor or UXO Tech III.

**Minimum Education:** Graduate of Ammunition Specialist Course (MOS Producing Course 645-89D10) at Redstone Arsenal, Huntsville, AL.

<b>Senior Engineer/Scientist</b>	<b>Stateside: \$84.89/Hour</b>
<b>Overseas Uplift</b>	<b>High Threat: \$118.85/Hour</b>

**Commercial Job Title: Environmental Engineer/Scientist**

**Minimum/General Experience:** Two (2) years Environment Engineering expedience.

**Functional Responsibility:** This individual shall be able to apply a knowledge of principles, theories and understanding of Environmental Engendering and the like to

OE and OE related activities.

**Minimum Education:** bachelor's degree in chemical engineering, civil engineering or environmental engineering.

**GIS Manager  
Overseas Uplift**

**Stateside: \$81.77/Hour  
High Threat: \$114.47/Hour**

**Commercial Job Title: Geographical Information System (GIS) Manager**

**Minimum/General Experience:** Three (3) years of direct experience managing computerized GIs within a Microstation GIs Environment. Operation and management of site specific GIs

**Functional Responsibility:** Develops and Manages GIs

**Minimum Education:** Bachelor's Degree in Computer Science

**Project Geophysicist  
Overseas Uplift**

**Stateside: \$67.28/Hour  
High Threat: \$94.18/Hour**

**Commercial Job Title: Project Geophysicist**

**Minimum/General Experience:** A minimum of 5 years of directly related geophysical experience.

**Functional Responsibility:** Designs, implements, and manages all geophysical investigations required for the work effort, but may not necessarily be on-site full time.

**Minimum Education:** Bachelor's Degree in geophysics, geology, geological engineering, or a closely related field

**Staff Engineer/Scientist  
Overseas Uplift**

**Stateside: \$64.65/Hour  
High Threat: \$90.51/Hour**

**Commercial Job Title: Staff Engineer/Scientist**

**Minimum/General Experience:** Eight (8) years Engineer or Science experience with the ability to apply knowledge of principles, theories, and an understanding of ecosystems within wetlands, meadows, forests, and the like.

**Functional Responsibility:** Determines the effects of an on-site detonation of ordnance.

**Minimum Education:** Bachelor's Degree in Engineering or Science related field

**Contract Administrator  
Overseas Uplift**

**Stateside: \$41.38/Hour  
High Threat: \$57.94/Hour**

**Commercial Job Title: Contract Administrator**

**Minimum/General Experience:** Five (5) years of experience in Government Contract Administration; or a M.S. in Management or related field with a minimum of 2 years experience in Government Contract administration.

**Functional Responsibility:** Reviews, verifies and makes recommendations concerning contract requirements in accordance with the Scope of Work. Renews and updates contracts.

**Minimum Education:** Bachelor's of Science in Management or a related field

**Project Assistant  
Overseas Uplift**

**Stateside: \$37.83/Hour  
High Threat: \$52.96/Hour**

**Commercial Job Title: Project Assistant**

**Minimum/General Experience:** Direct experience with Indefinite Deliverable Indefinite Quantity (IDIQ) contracts with Government Agencies helpful

**Functional Responsibility:** Controls vendor deliveries and invoicing for the project, daily costs, commitment and schedule tracking; issue daily bulletins via electronic mail to Project Manager and Sites.

**Minimum Education:** High school diploma or equivalent with 2 years of college or other formal training

**Logistics Specialist  
Overseas Uplift**

**Stateside: \$61.75/Hour  
High Threat: \$86.44/Hour**

**Commercial Job Title: Logistics Specialist**

**Minimum/General Experience:** Two (2) years experience providing logistic support in similar size projects/organization as appropriate. Proficiency in Microsoft Excel ® and/or Access ® preferred.

**Functional Responsibility:** Manage and/or enter the daily placement of purchase orders and ensure shipping on all orders; Processes requisitions for products or

materials from product lines to satisfy customer's needs, determines pricing to be quoted, refers to a catalog, manufacturer's manual or similar document to insure that proper item is supplied or to verify price of ordered item. Support the corporate purchasing efforts by maintaining department records on critical items, gather pertinent external data, and communicate with suppliers and service providers.

**Minimum Education:** Bachelor's degree or high school diploma/equivalent with combination of experience and college.

**IT/Data Specialist  
Overseas Uplift**

**Stateside: \$61.75/Hour  
High Threat: \$86.44/Hour**

**Commercial Job Title: Data Specialist**

**Minimum/General Experience:** Five (5) years experience in the IT or Data Management field. Experience with communication systems preferred

**Functional Responsibility:** Requires competence in most phases of system analysis and knowledge of pertinent system software and computer equipment and of the work processes, applicable regulations, work load, and practices of the assigned subject-matter area. Recognizes probable interactions of related computer systems and predicts impact of a change in assigned system. Functionality for Communication systems

**Minimum Education:** Bachelor's degree in computer science or related field.

**Senior Field Office Administrator  
Overseas Uplift**

**Stateside: \$48.02/Hour  
High Threat: \$67.24/Hour**

**Commercial Job Title: Senior Field Office Administrator**

**Minimum/General Experience:** Three (3) to (5) years experience in an Administrative role with one (1) year in UXO related organization preferably as an FOA; one (1) year administrative manager experience.

**Functional Responsibility:** Works independently under minimal supervision and continually prioritizes daily work load with goals and objectives. Regularly performs a wide spectrum clerical and logistical non-routine, moderate to high-complexity assignments requiring technical evaluation, innovation and judgment. Regularly called upon to make independent decisions for office applications & administrative tasks. Monitors responsibility reports and works to correct discrepancies. Maintains confidentiality in business and personnel matters.

**Minimum Education:** High school diploma or equivalent; a degree in business or related field is desired.

**Field Office Administrator (FOA)  
Overseas Uplift**

**Stateside: \$30.87/Hour  
High Threat: \$43.22/Hour**

**Commercial Job Title: Field Office Administrator (FOA)**

**Minimum/General Experience:** One (1) year or more experience in an administrative role.

**Functional Responsibility:** Provides principal secretarial support in an office. Maintains a close and highly responsive relationship to the day-to-day activities of the supervisor and staff. Works fairly independently, receiving a minimum of detailed supervision and guidance. Performs varied clerical and logistical duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office.

**Minimum Education:** High school diploma or equivalent.

**Word Processor III\* (01613)  
Overseas Uplift**

**Stateside: \$39.11/Hour  
High Threat: \$54.76/Hour**

**Commercial Job Title: Word Processor III (01613)**

**Minimum/General Experience:** A minimum of 2 years experience. Individual must be proficient in Word Perfect, word processing, and spreadsheet.

**Functional Responsibility:** Word Processing as directed by the Project Manager.

**Minimum Education:** N/A

**Laborer\* (23470)  
Overseas Uplift**

**Stateside: \$24.79/Hour  
High Threat: \$34.69/Hour**

**Commercial Job Title: Laborer (23470)**

**Minimum/General Experience:** Performs tasks, which primarily require physical abilities and effort involving little or no specialized skill or prior work experience

**Functional Responsibility:** Loads and unloads trucks and other conveyances; moves supplies and materials to proper location by wheelbarrows or hand trucks; stacks materials for storage or binning; collects refuse and salvageable materials; digs, fills, and tamps earth excavations; levels ground using pick, shovel, tamper, and rake; shovels concrete and snow; cleans culverts and ditches; cuts tree and brush; operates power lawnmowers; moves and arranges heavy pieces of office and household furniture, equipment, and appliances; moves heavy pieces of automotive, medical

engineering, and other types of machinery and equipment. Spreads sand and salt on icy roads and walkways; picks up leaves and trash

**Minimum Education:** N/A

\* Service Contract Act applies (the SCA Classification Code is in parenthesis)