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: GSAAdvantage.gov

**SCHEDULE TITLE:** Multiple Award Schedule (MAS)

Federal Supply Group: MAS

**CONTRACT NUMBER:** GS-35F-0041N

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

**CONTRACT PERIOD:** October 18, 2002 – October 17, 2022

**CONTRACTOR:**

Earth Resources Technology, Inc., (ERT)
14401 Sweitzer Lane, Suite 300, Laurel, Maryland 20774
Phone: (301) 361-0620 | Fax (301) 361-0659 | www.ertcorp.com

**CONTRACTOR’S ADMINISTRATION SOURCE:**

Benita Whitfield, Director of Contracts, Procurement and Property Management
Phone number: (301) 323-1435 | E-Mail: benita.whitfield@ertcorp.com

Price List Current as of Modification Number PS-A812 effective April 13, 2020
1a. Table of awarded Special Item Numbers (SINs)

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>54151SRC</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLM-RC</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of lowest unit price for each SIN: Government net price based on a unit of one

1c. Hourly rates and description of all corresponding commercial job titles (services only):
See below:

2. Maximum order: $500,000

3. Minimum order: $100

4. Geographic coverage: Domestic Only: 50 States, DC

5. Point(s) of production: Same as company address

6. Discount from list prices: Government net prices (discounts already deducted) are shown on the Pricelist shown herein.

7. Quantity discount(s): None

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

9.a Government purchase cards are accepted at or below the micro-purchase threshold.

9.b Government purchase cards are accepted above the micro-purchase threshold. Contact contractor for limit.

10. Foreign Items: None

11a. Time of delivery: To be negotiated with Ordering Agency

11b. Expedited delivery: To be negotiated with Ordering Agency

11c. Overnight and 2-day delivery: To be negotiated with Ordering Agency

11d. Urgent requirements: Contact Contractor

12. F.O.B point: Destination

13a. Ordering address:

Earth Resources Technology, Inc., (ERT)
Attention: Contracts Department
14401 Sweitzer Lane, Suite 300
Laurel, Maryland 20707
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.

14. **Payment Address**: Same as company address

15. **Warranty provision**: N/A

16. **Export packing charges**: N/A

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)**: Contact Contractor

18. **Terms and conditions of rental, maintenance, and repair (if applicable)**: N/A

19. **Terms and conditions of installation (if applicable)**: N/A

20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if available)**: N/A

20a. **Terms and conditions for any other services (if applicable)**: N/A

21. **List of service and distribution points (if applicable)**: N/A

22. **List of participating dealers (if applicable)**: N/A

23. **Preventive maintenance (if applicable)**: N/A

24a. **Special attributes such as environmental attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants)**: N/A

24b. **Section 508 Compliance for Electronic and Information Technology (EIT)**: N/A

25. **Data Universal Numbering System (DUNS) number**: 090770967

26. **ERT has an active registration in the System for Award Management (SAM) database.**
## Awarded Labor Categories and Rates

<table>
<thead>
<tr>
<th>Number</th>
<th>Labor Category</th>
<th>On-Site (Client-Site) Hourly Rates*</th>
<th>Off-Site (ERT-Site) Hourly Rates*</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Chief Engineer - Consultant</td>
<td>$134.33</td>
<td>$153.71</td>
</tr>
<tr>
<td>2</td>
<td>Program Manager II</td>
<td>$119.63</td>
<td>$136.89</td>
</tr>
<tr>
<td>3</td>
<td>Program Manager</td>
<td>$111.18</td>
<td>$127.25</td>
</tr>
<tr>
<td>4</td>
<td>Project Manager III</td>
<td>$107.75</td>
<td>$123.30</td>
</tr>
<tr>
<td>5</td>
<td>Project Manager I</td>
<td>$97.25</td>
<td>$111.28</td>
</tr>
<tr>
<td>6</td>
<td>Software Engineer V</td>
<td>$130.81</td>
<td>$149.68</td>
</tr>
<tr>
<td>7</td>
<td>Software Engineer III</td>
<td>$94.77</td>
<td>$108.46</td>
</tr>
<tr>
<td>8</td>
<td>Software Engineer II</td>
<td>$80.65</td>
<td>$92.30</td>
</tr>
<tr>
<td>9</td>
<td>Software Engineer I</td>
<td>$58.50</td>
<td>$66.93</td>
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<tr>
<td>10</td>
<td>System Engineer III</td>
<td>$104.24</td>
<td>$119.31</td>
</tr>
<tr>
<td>11</td>
<td>Programmer Analyst IV</td>
<td>$101.53</td>
<td>$116.18</td>
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<tr>
<td>12</td>
<td>Programmer Analyst III</td>
<td>$89.63</td>
<td>$102.57</td>
</tr>
<tr>
<td>13</td>
<td>Programmer Analyst II</td>
<td>$69.88</td>
<td>$79.94</td>
</tr>
<tr>
<td>14</td>
<td>Programmer Analyst I</td>
<td>$52.81</td>
<td>$60.44</td>
</tr>
<tr>
<td>15</td>
<td>Database Administrator III</td>
<td>$94.93</td>
<td>$108.64</td>
</tr>
<tr>
<td>16</td>
<td>Configuration Management Specialist</td>
<td>$70.54</td>
<td>$80.72</td>
</tr>
<tr>
<td>17</td>
<td>System Administrator</td>
<td>$69.10</td>
<td>$79.08</td>
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<tr>
<td>18</td>
<td>Web Designer</td>
<td>$66.38</td>
<td>$75.97</td>
</tr>
<tr>
<td>19</td>
<td>Web Developer I</td>
<td>$40.54</td>
<td>$46.41</td>
</tr>
<tr>
<td>20</td>
<td>Scientist III</td>
<td>$74.65</td>
<td>$85.41</td>
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<tr>
<td>21</td>
<td>Scientist II</td>
<td>$63.71</td>
<td>$72.91</td>
</tr>
<tr>
<td>22</td>
<td>Scientist I</td>
<td>$46.73</td>
<td>$53.47</td>
</tr>
<tr>
<td>23</td>
<td>Help Desk Specialist</td>
<td>$67.37</td>
<td>$77.11</td>
</tr>
<tr>
<td>24</td>
<td>Desktop Support Technician</td>
<td>$40.54</td>
<td>$46.41</td>
</tr>
<tr>
<td>25</td>
<td>Administrative Assistant</td>
<td>$40.11</td>
<td>$45.88</td>
</tr>
<tr>
<td>26</td>
<td>Sr. Program Manager</td>
<td>$197.76</td>
<td>NA</td>
</tr>
<tr>
<td>27</td>
<td>Program Manager V</td>
<td>$144.14</td>
<td>NA</td>
</tr>
<tr>
<td>28</td>
<td>Program Manager IV</td>
<td>$140.66</td>
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</tr>
<tr>
<td>29</td>
<td>Program Manager III</td>
<td>$134.72</td>
<td>NA</td>
</tr>
<tr>
<td>30</td>
<td>Sr. Program Control Specialist</td>
<td>$195.06</td>
<td>NA</td>
</tr>
<tr>
<td>31</td>
<td>Program Control Specialist</td>
<td>$86.28</td>
<td>NA</td>
</tr>
<tr>
<td>32</td>
<td>Sr. Scientist</td>
<td>$130.80</td>
<td>NA</td>
</tr>
<tr>
<td>33</td>
<td>Software Engineer IV</td>
<td>$112.94</td>
<td>NA</td>
</tr>
<tr>
<td>34</td>
<td>Engineer II</td>
<td>$54.80</td>
<td>NA</td>
</tr>
<tr>
<td>35</td>
<td>HR Specialist</td>
<td>$50.46</td>
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</tr>
<tr>
<td>36</td>
<td>Technical Specialist II</td>
<td>$36.02</td>
<td>NA</td>
</tr>
<tr>
<td>37</td>
<td>Technical Specialist I</td>
<td>$31.02</td>
<td>NA</td>
</tr>
</tbody>
</table>
LABOR CATEGORY DESCRIPTIONS

Commercial Job Title: Chief Engineer

Minimum/General Experience: Minimum 20 years combined technical and managerial experience with demonstrated leadership abilities. A Master's degree substitutes for 2 years of experience, and a Ph.D. substitutes for 5 years of experience.

Functional Responsibility: Formulates and designs scope and objectives for projects. Provides review and audits of program's technical performance. May develop and lead seminars, symposiums, and technical programs. Develops distinctive tools, techniques or methods for project application. Demonstrates innovation in research in his/her technical discipline.

Minimum Education: Bachelor's degree in a technical or engineering discipline.

Commercial Job Title: Program Manager II

Minimum/General Experience: Twelve years of related experience managing complex program activities and as customer liaison for program progress reports.

Functional Responsibility: Provides overall direction of program activities and personnel. With guidance from customers, specifications, and directives, plans and executes specification development and systems specification, design, and development. Performs complex work involved in specifications development, implementation, testing and documentation of engineering systems and equipment. Applies software, hardware, and standard information technology knowledge in the analysis, integration, and acquisition of systems. Consults with customers to ensure contractual conformity, produces financial and technical reports showing project status to customers and management, assigns tasks and responsibilities to subordinates and is responsible for successful completion of all tasks.

Minimum Education: Bachelor's Degree or equivalent.

Commercial Job Title: Program Manager

Minimum/General Experience: Ten years of related experience managing complex program activities and as customer liaison for program progress reports.

Functional Responsibility: Provides overall direction of program activities and personnel. With guidance from customers, specifications, and directives, plans and executes specification development and systems specification, design, and development. Performs complex work involved in specifications development, implementation, testing and documentation of engineering systems and equipment. Applies software, hardware, and standard information technology knowledge in the analysis, integration, and acquisition of systems. Consults with customers to ensure contractual conformity, produces financial and technical reports showing project status to customers and management, assigns tasks and responsibilities to subordinates and is responsible for successful completion of all tasks.

Minimum Education: Bachelor's Degree or equivalent.

Commercial Job Title: Project Manager III

Minimum/General Experience: Minimum 10 years’ experience performing non-routine functional activities by providing management and technical direction to project personnel. A Master's degree substitutes for 2 years of experience, and a Ph.D. substitutes for 5 years of experience. Exercises independent judgment, as well as a high level of analytical skill, in solving non-routine technical, administrative, and managerial problems.
Responsible for all aspects of project performance and assists in the overall direction to all project level activities and personnel.

**Functional Responsibility:** Under general supervision, is responsible for assisting in all aspects of project performance (i.e., technical, contractual, administrative, financial). Supervises personnel involved in all aspects of project activity, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, establishes and maintains technical and financial reports to show progress to Division management and customers, and maintains customer contacts to ensure conformity to all contractual obligations.

**Minimum Education:** Bachelor's Degree or equivalent.

**Commercial Job Title: Project Manager I**

**Minimum/General Experience:** Minimum 5 years' experience performing non-routine functional activities by providing management and technical direction to project personnel. A Master's degree substitutes for 2 years of experience, and a Ph.D. substitutes for 5 years of experience. Exercises independent judgment, as well as a high level of analytical skill, in solving non-routine technical, administrative, and managerial problems. Responsible for all aspects of project performance and assists in the overall direction to all project level activities and personnel.

**Functional Responsibility:** Under general supervision, is responsible for assisting in all aspects of project performance (i.e., technical, contractual, administrative, financial). Supervises personnel involved in all aspects of project activity, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, establishes and maintains technical and financial reports to show progress to Division management and customers, and maintains customer contacts to ensure conformity to all contractual obligations.

**Minimum Education:** Bachelor's Degree or equivalent.

**Commercial Job Title: Software Engineer V**

**Minimum/General Experience:** Minimum 8 years relevant professional experience. A Master's degree substitutes for 2 years of experience. Demonstrated performance in one or more recognized specialized disciplines of computer science is required. Background in the application of computing solutions to practical problems as well as technical leadership abilities in the organization of complex programs of work is required.

**Functional Responsibility:** Leads the design, development and modification of major software programming applications. Designs, codes, tests and documents programs. Instructs, directs and checks the work of other software engineers. May be responsible for quality assurance review.

**Minimum Education:** Bachelor's degree in computer engineering, computer science, electrical engineering, mathematics or physical sciences.

**Commercial Job Title: Software Engineer III**

**Minimum/General Experience:** Minimum 4 years relevant professional experience. A Master's degree substitutes for 2 years of experience. Demonstrated performance in one or more recognized specialized disciplines of computer science is required. Background in the application of computing solutions to practical problems as well as technical leadership abilities in the organization of complex programs of work is required.
**Functional Responsibility:** Leads the design, development and modification of major software programming applications. Designs, codes, tests and documents programs. Works on most phases of software systems programming applications.

**Minimum Education:** Bachelor's degree in computer engineering, computer science, electrical engineering, mathematics or physical sciences.

**Commercial Job Title: Software Engineer II**

**Minimum/General Experience:** Two to three years’ experience. Assists in designing and coding of software products. Works under supervision with detailed specifications. May test assigned components and recommend corrections. Identifies and debugs relatively simple processes.

**Functional Responsibility:** Broad knowledge of platform and operating systems, programming languages, software system design, and requirements analysis.

**Minimum Education:** Bachelor’s degree in computer science/engineering/mathematical discipline/physical science.

**Commercial Job Title: Software Engineer I**

**Minimum/General Experience:** Zero to one-year experience. Assists in designing and coding of software products. Works under supervision with detailed specifications. May test assigned components and recommend corrections. Identifies and debugs relatively simple processes.

**Functional Responsibility:** Some knowledge of platform and operating systems, programming languages, software system design, and requirements analysis.

**Minimum Education:** Bachelor’s degree in computer science/engineering/mathematical discipline/physical science.

**Commercial Job Title: Systems Engineer III**

**Minimum/General Experience:** Five years of related experience performing computer systems analysis, specifications, development, and integration.

**Functional Responsibility:** Applies information technology skills in the analysis, specification, development, integration, and acquisition of systems. Ensures systems and applications are complaint with applicable standards specified in task orders. Test and installs COTS products and applications and integrates them into the client's environment. Evaluates system problems of workflow, organization, and planning. Develops appropriate corrective action. Must have proficient understanding and specialized expertise in computer technology such as real-time, databases, user interfaces, information processing, and exploitation.

**Minimum Education:** Bachelor's degree in computer engineering, computer science, electrical engineering, mathematics, or physics.

**Commercial Job Title: Programmer Analyst IV**

**Minimum/General Experience:** Minimum 8 years related experience performing routine design, coding, and documentation of application programs for computers and related equipment used for scientific or commercial projects.

**Functional Responsibility:** Under minimum supervision, analyzes, designs, codes, and documents complex applications for large-scale computers and related equipment appropriate to scientific and commercial projects.
Performs technical tasks using both standard and nonstandard analysis, design, and programming methods and techniques. Determines customer requirements for the final program or system. Analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turnaround requirements, input and output checking, and overall problem-schedule requirements. Advises on computer requirements and limitations to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition, and maintenance. Develops and writes machine or other suitable source language instructions required for computer processing. Develops and writes machine or other suitable source language instructions required for computer processing. Analyzes and recommends methods of improving efficiency of existing programs. Determines systems requirements. Performs data modeling and establishes databases. Develops pseudo code, table, and narrative descriptions to implement changes. Modifies internal program structure of files and records and determines sequence of actions. Decodes, tests, and documents programs. Writes procedural guidance to be followed by users. Maintains files, records, and operational data, and prepares periodic and/or special reports and various other documents.

Minimum Education: Bachelor's Degree or equivalent.

Commercial Job Title: Programmer Analyst III

Minimum/General Experience: Four to eight years of related experience performing routine design, coding, and documentation of application programs for computers and related equipment used for scientific or commercial projects.

Functional Responsibility: Under minimum supervision, analyzes, designs, codes, and documents complex applications for large-scale computers and related equipment appropriate to scientific and commercial projects. Performs technical tasks using both standard and nonstandard analysis, design, and programming methods and techniques. Determines customer requirements for the final program or system. Analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turnaround requirements, input and output checking, and overall problem-schedule requirements. Advises on computer requirements and limitations to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition, and maintenance. Develops and writes machine or other suitable source language instructions required for computer processing.

Minimum Education: Bachelor's degree or equivalent.

Commercial Job Title: Programmer Analyst II

Minimum/General Experience: Minimum 3 years related experience performing routine design, coding, and documentation of application programs for computers and related equipment used for scientific or commercial projects.

Functional Responsibility: Under close supervision, performs routine technical tasks using standard programming methods and techniques. Develops simple, coding level flow charts and associated prose from general program statement, and code-assigned segments of a program using machine and/or other program languages. Assists in developing test routines and data. Tests all codes personally produced, and assists in the testing of the total program, documenting, in standardized terminology, all procedures used. Provides theoretical analysis, where required, to assist in solving problems efficiently.

Minimum Education: Bachelor's Degree or equivalent.

Commercial Job Title: Programmer Analyst I
Minimum/General Experience: Zero to one-year related experience performing routine design, coding, and documentation of application programs for computers and related equipment used for scientific or commercial projects.

Functional Responsibility: Under close supervision, performs routine technical tasks using standard programming methods and techniques. Develops simple, coding level flow charts and associated prose from general program statement, and code-assigned segments of a program using machine and/or other program languages. Assists in developing test routines and data. Tests all codes personally produced, and assists in the testing of the total program, documenting, in standardized terminology, all procedures used. Provides theoretical analysis, where required, to assist in solving problems efficiently.

Minimum Education: Bachelor's Degree or equivalent.

Commercial Job Title: Database Administrator III

Minimum/General Experience: Minimum 5 years' experience performing database administration. A Master's degree substitutes for 2 years of experience, and a Ph.D. substitutes for 5 years of experience. Responsible for all aspects of database management and assists in the overall direction to all project level activities and personnel.

Functional Responsibility: Under minimum supervision, is responsible for all aspects of database administration. Performs as technical lead and consultant to professional staff and the customer in the database administration. Creates solutions for specific technical problems. Will act as a technical supervisor and project leader.

Minimum Education: Bachelor's degree in a technical or engineering discipline.

Commercial Job Title: Configuration Management Specialist

Minimum/General Experience: Three years of related experience maintaining configuration baselines and reports.

Functional Responsibility: Maintains configuration baselines, ensures changes are in accordance with approved procedures, and manages configurations in accordance with software development changes. Reports on impact of changes to the baseline configuration, and provides support to the Configuration Control Board as required. Has practical experience in the use of automated tools that support the Configuration Management effort.

Minimum Education: Bachelor's Degree in computer engineering, computer sciences, or information management.

Commercial Job Title: System Administrator

Minimum/General Experience: Must have at least 2 years' experience in the operation, performance, maintenance and troubleshooting of digital office equipment and networking systems. This experience must include familiarity with contemporary systems (including UNIX and Windows NT) and applications software and hardware components employed in the specific facility, and a demonstrated ability in the providing and assurance of support to the organization served.

Functional Responsibility: Responsible for installing, configuring and maintaining workstations and servers, including web servers. Performs software installations and upgrades to operating systems. Monitors system for optimal performance. Schedules system backups and develops and promotes standard operating procedures. Maintains and optimizes system operation and resources utilization. Must be able to perform associated tasks requiring the regular exercise of independent judgment.
Minimum Education: Bachelor’s degree. Four years of related experience substitutes for a bachelor’s degree.

Commercial Job Title: Web Designer

Minimum/General Experience: Three years of related experience performing web design, maintenance, and related training.

Functional Responsibility: Provides support in upgrading, maintaining and creating content for web sites. Provides day-to-day site design and creation. Provides on-the-job training for the development, maintenance, and updating of Web pages.

Minimum Education: Bachelor’s Degree in appropriate scientific or engineering discipline.

Commercial Job Title: Web Developer I

Minimum/General Experience: Minimum 2 years’ experience in contributing to the design, creation and maintenance of web projects. Must be familiar with PC and Macintosh environment, the Internet and computers in general. Must be proficient in Adobe Illustrator, Photoshop, PageMaker, GoLive, CyberStudio and other design related applications. Must be able to navigate the Internet with browsers, FTP and Telnet.

Functional Responsibility: Assists with desktop publishing and web site design and development. Contributes to the organization’s online offerings. Must be able to work independently and contribute significantly to designing and implementing new projects. Must have enough knowledge of HTML to be able to debug source code when the web design software is not adequate.

Minimum Education: Bachelor's degree in appropriate scientific or engineering discipline.

Commercial Job Title: Scientist I

Minimum/General Experience: Zero to one year of general hands-on scientific experience.

Functional Responsibility: Supports senior level scientists and computer scientists in all areas of research, testing, evaluation, and systems integration, as directed. May be assigned tasks that are managed individually without direct supervision.

Minimum Education: Bachelor's degree in scientific field.

Commercial Job Title: Scientist II

Minimum/General Experience: Two to three years of professional experience.

Functional Responsibility: Supports senior level scientists and computer scientists in all areas of research, testing, evaluation, and systems integration. Is expected to manage some assigned tasks without direct supervision.

Minimum Education: Master's degree in scientific field.

Commercial Job Title: Scientist III

Minimum/General Experience: Four to six years of professional experience in all areas of research, testing, evaluation, and systems integration. Must display the ability to independently perform most assignments with instructions as to the general results expected.
**Functional Responsibility:** Should have broad experience in all areas of the subject matter. Plans schedules, conducts, or coordinates detailed phases of the work as part of a project. Devises new approaches to problems encountered. Independently performs most assignments with instructions as to the general results expected. Receives technical guidance on unusual or complex problems and supervisory approval on proposed plans for projects.

**Minimum Education:** Ph. D. in scientific field.

**Commercial Job Title: Help Desk Specialist**

**Minimum/General Experience:** Three years of related experience performing help desk, customer support services.

**Functional Responsibility:** Provides first level problem resolution support in a customer service environment. Handles complex customer inquiries that require research, analysis and independent judgment. Has overall responsibility for help desk operations associated with the identification, prioritization, and resolution of reported problems. Directs more complex issues to the appropriate person for resolution. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked, and resolved appropriately. Maintains a database of customer calls and runs reports. May maintain responsibility for development, maintenance and integrity of help desk software.

**Minimum Education:** Bachelor’s Degree in appropriate scientific or engineering discipline.

**Commercial Job Title: Desktop Support Technician**

**Minimum/General Experience:** Minimum 0 years’ experience with computer systems problem resolution. Knowledge of hardware and applications software essential.

**Functional Responsibility:** Under close supervision, provides first level problem resolution for computer facility users. Maintains terminal logs and “special” data processing requests. Monitors computer systems via remote terminal. Prepares discrepancy reports on downed equipment. Researches output media problems to assist in user problem resolution.

**Minimum Education:** Associate's Degree or equivalent in an associated discipline.

**Commercial Job Title: Administrative Assistant**

**Minimum/General Experience:** Must have at least 2 years’ experience in office operations and procedures. Prior experience providing general office administration, including the use of general and specialized software systems is required. Familiarity with basic office software applications is necessary.

**Functional Responsibility:** Provide clerical, secretarial, and administrative support. Responsible for general office administration.

**Minimum Education:** High School diploma.

**Commercial Job Title: Senior Program Manager**

**Minimum/General Experience:** Fifteen plus years management, 10 + years of which should be experience specific to discipline. Includes all work to develop, integrate and execute the program management activities necessary to successfully execute the requirements of this contract.
Functional Responsibility: Provides overall direction of program activities and personnel. With guidance from customers, specifications, and directives, plans and executes specification development and systems specification, design, and development. Consults with customers to ensure contractual conformity, produces financial and technical reports showing project status to customers and management, assigns tasks and responsibilities to subordinates and is responsible for successful completion of all tasks.

Minimum Education: Bachelor’s Degree or equivalent. Advanced degree preferred.

Commercial Job Title: Program Manager V

Minimum/General Experience: Fifteen years of related experience managing complex program activities and as customer liaison for program progress reports, 7 years of which should be experience specific to discipline.

Functional Responsibility: Provides overall direction of program activities and personnel. With guidance from customers, specifications, and directives, plans and executes specification development and systems specification, design, and development. Consults with customers to ensure contractual conformity, produces financial and technical reports showing project status to customers and management, assigns tasks and responsibilities to subordinates and is responsible for successful completion of all tasks.

Minimum Education: Bachelor’s Degree or equivalent. Advanced degree a plus.

Commercial Job Title: Program Manager IV

Minimum/General Experience: Fourteen years of related experience managing complex program activities and as customer liaison for program progress reports, 7 years of which should be experience specific to discipline.

Functional Responsibility: Provides overall direction of program activities and personnel. With guidance from customers, specifications, and directives, plans and executes specification development and systems specification, design, and development. Consults with customers to ensure contractual conformity, produces financial and technical reports showing project status to customers and management, assigns tasks and responsibilities to subordinates and is responsible for successful completion of all tasks.

Minimum Education: Bachelor’s Degree or equivalent.

Commercial Job Title: Program Manager III

Minimum/General Experience: Thirteen years of related experience managing complex program activities and as customer liaison for program progress reports, 7 years of which should be expertise specific to discipline.

Functional Responsibility: Provides overall direction of program activities and personnel. With guidance from customers, specifications, and directives, plans and executes specification development and systems specification, design, and development. Consults with customers to ensure contractual conformity, produces financial and technical reports showing project status to customers and management, assigns tasks and responsibilities to subordinates and is responsible for successful completion of all tasks.

Minimum Education: Bachelor’s Degree or equivalent.

Commercial Job Title: Senior Program Control Specialist

Minimum/General Experience: Fifteen + years contract management, 10 years of which should be in government contract programs.
Functional Responsibility: Will ensure that task, technical, schedule, and cost requirements are met.

Minimum Education: Bachelor's Degree or equivalent.

**Commercial Job Title: Program Control Specialist**

Minimum/General Experience: Six + years contract management including government contract programs.

Functional Responsibility: Will ensure that task, technical, schedule, and cost requirements are met.

Minimum Education: Bachelor's Degree or equivalent.

**Commercial Job Title: Sr. Scientist**

Minimum/General Experience: Eight to ten years’ experience in identifying science objectives and requirements for mission concept development, 7 years of which should be professional experience in all areas of research, testing, evaluation, and systems integration of subject matter.

Functional Responsibility: Supervisory/lead responsibility over a group of scientists or engineers within one discipline or functions as a technical specialist formulating and developing advanced scientific and engineering concepts. Plans schedules, conducts, or coordinates detailed phases of programs. Devises new approach to problems encountered. Provides support of education and outreach programs.

Minimum Education: Ph.D. degree, or equivalent experience, in physics, engineering, or computational sciences or relevant field.

**Commercial Job Title: Software Engineer IV**

Minimum/General Experience: Six years relevant professional experience. A Master's degree substitutes for 2 years of experience. Demonstrated performance in one or more recognized specialized disciplines of computer science is required. Background in the application of computing solutions to practical problems as well as technical leadership abilities in the organization of complex programs of work is required.

Functional Responsibility: Leads the design, development and modification of major software programming applications. Designs, codes, tests and documents programs. Works on most phases of software systems programming applications.

Minimum Education: Bachelor's degree in computer engineering, computer science, electrical engineering, mathematics or physical sciences, or equivalent.

**Commercial Job Title: Engineer II**

Minimum/General Experience: Three to five years related experience. Establishes operational objectives and assignments. Objectives are reviewed by senior management to determine success of operation.

Functional Responsibility: Involved in developing, modifying and executing engineering/IT operation(s).

Minimum Education: Bachelor's degree in related field, or equivalent experience.

**Commercial Job Title: Human Resources Specialist**

Minimum/General Experience: Two to three years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-
established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a manager.

**Functional Responsibility:** Administers human resources policies and procedures. Collects and analyzes HR data, and then makes recommendations to management. Processes paperwork for functional area according to established procedures. May prepare internal employee communications regarding compensation, benefits, or company policies.

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

**Commercial Job Title: Technical Specialist II**

**Minimum/General Experience:** Two to three years relevant professional experience.

**Functional Responsibility:** Supports activities with the customer and provides input to project management and customer requests. Ensures decisions are evaluated analytically and in a systematic manner in accordance with approved technical approaches. May interface with users to define system requirements and/or necessary modifications.

**Minimum Education:** Bachelor’s degree in related field. An Associate’s degree plus three to four years training or three years’ experience in a discipline relevant to area of assignment is equivalent to a Bachelor’s.

**Commercial Job Title: Technical Specialist I**

**Minimum/General Experience:** One to two years relevant professional experience.

**Functional Responsibility:** Supports activities with the customer and provides input to project management and customer requests. Ensures decisions are evaluated analytically and in a systematic manner in accordance with approved technical approaches. May interface with users to define system requirements and/or necessary modifications.

**Minimum Education:** Bachelor’s degree in related field. An Associate’s degree plus two to three years training or two years’ experience in a discipline relevant to area of assignment is equivalent to a Bachelor’s.