



Partnering Technology with Business Needs



Federal Supply Service

Authorized Federal Supply Schedule Price List

Online 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>.

SCHEDULE TITLE: Federal Supply Schedule 70 – General Purpose Commercial Information Technology Equipment, Software, and Services

SIN 132-51

FSC/PSC Class D301 ADP FACILITY MANAGEMENT	• <i>Facility Management</i>
FSC/PSC Class D302 ADP SYSTEMS DEVELOPMENT SERVICES	• <i>Systems Development Services</i>
FSC/PSC Class D306 ADP SYSTEMS ANALYSIS SERVICES	• <i>Systems Analysis Services</i>
FSC/PSC Class D307 AUTOMATED INFORMATION SYSTEM SVCS	• <i>Automated Information Systems Services</i>
FSC/PSC Class D308 PROGRAMMING SERVICES	• <i>Programming Services</i>
FSC/PSC Class D310 ADP BACKUP AND SECURITY SERVICES	• <i>Backup and Security Services</i>
FSC/PSC Class D316 TELECOMMUNICATION NETWORK MGMT SVCS	• <i>IT Network Management Services</i>
FSC/PSC Class D399 OTHER ADP & TELECOMMUNICATIONS SVCS	• <i>Other Information Technology Services, Not Elsewhere Classified</i>

Contract Number: GS-35F-0450X
Contract Period: 06/22/2011 through 06/21/2021
Price List current through modification number: 0012

For more information on ordering from Federal Supply Schedules, go to the GSA Schedules home page at: <http://www.gsa.gov/schedules>.

For more information, please contact: Louis Oliva (Program Manager): 703-888-0206
Jesita Boonrak (Contracts Manager): 703-888-0206 Ext. 281
Business Office: 703-888-0206

Defense Engineering, Inc.
4401 Ford Avenue Sixth Floor
Alexandria, VA 22302

E-mail: contracts@defenginc.com
Web Address: <http://www.defenginc.com>
Phone: 703-888-0206
Fax: 866-815-9444

Business Size: Small 1
4401 Ford Avenue, Sixth Floor, Alexandria, VA 22302 □ (703) 888-0206



Customer Information

1a. Awarded Special Item Numbers:

SIN 132-51 Information Technology (IT) Professional Services

**Cooperative Purchasing (RC) and Disaster Recovery Purchasing (STLOC) are available

1b. Lowest Priced Model Number and Price for Each Sin: See Page 51 for pricing

1c. Labor Category Descriptions: Please see Appendix B.

2. Maximum Order: SIN 132-51 -\$500,000.

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. Minimum Order: \$100 or Negotiated at the task order level.

4. Geographic Coverage (Delivery Area): Domestic – 50 States, Washington, DC, and US Territories

5. Point of Production: Not applicable – Services

6. Discount from List Prices: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

7. Quantity Discounts: None.

8. Prompt Payment Terms: Net 30 days.

9a. Acceptance of Government Credit Cards: Government credit cards will be accepted for orders at or below the micro-purchase threshold.

9b. Acceptance of Government Credit Cards: Government credit cards will be accepted for orders above the micro-purchase threshold.

10. Foreign Items: Not Applicable.

11a. Time of Delivery: *Negotiated at the task order level.*

11b. Expedited Delivery: Negotiated at the task order level.

11c. Overnight and 2-Day Delivery: Negotiated at the task order level.



- 11d. **Urgent Requirements:** Negotiated at the task order level.
12. **F.O.B. Points(s):** Destination.
- 13a. **Ordering Address:**
Defense Engineering, Inc.
Attention: Contracts*
4401 Ford Avenue, Sixth Floor
Alexandria, VA 22302
Phone: 703-888-0206
Facsimile: 866-815-9444
Email Address: contracts@defenginc.com
- * Please mail to the attention of the Contracts Manager identified in the task order proposal.
- 13b. **Ordering Procedures:** The ordering procedures for supplies and services, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (<http://www.gsa.gov/schedules>).
14. ~~Payment Address is as Follows:~~
- | <u>ACH Payments</u> | <u>Payment via Check/U.S. Mail</u> |
|--|---|
| Financial Institution: Capital One
9-Digit ABA routing number: see invoice
Account number: see invoice | Defense Engineering, Inc.
Attn: Accounting Department
4401 Ford Avenue, Sixth Floor
Alexandria, VA 22302 |
15. **Warranty Provision:** Not applicable.
16. **Export Packing Charges:** Not applicable.
17. **Terms and Conditions of Government Purchase Card Acceptance:** Government Commercial Credit. Cards will be acceptable for payments. Bank account information will be shown on the invoices.
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:** If applicable, Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services will be addressed on a task order basis. The EIT standards can be found at www.Section508.gov.
25. **Data Universal Numbering System (DUNS) Number:** 60-321-4367.
26. **System for Award Management Database:** Defense Engineering is registered in the System for Award Management (SAM) Database.



APPENDIX A TERMS AND CONDITIONS

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

******NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.



- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS □ COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I □ OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.



7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments



under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and- Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51. IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

SEE Pages 54 and 55 for pricing



APPENDIX B LABOR CATEGORY DESCRIPTIONS AND QUALIFICATIONS

Applications Programmer-Mid

Key Role:

Design and develop Web-based applications using .NET, C#, XML: and SOAP, supporting the client's Service Oriented Architecture (SOA) direction. Perform integration activities with Commercial Off-The-Shelf (COTS) software using a combination of technologies to support a fast-paced, high visibility program. Work independently on tasks within a small team and follow best practices in various systems development life-cycle methodologies, including requirements analysis, design, development, testing, and deployment. Demonstrate the ability to expand functional skills and adapt to new capabilities based on the needs of the client.

Qualifications

Basic Qualifications:

- 3+ years of experience with designing and developing Web-based applications
- 2+ years of experience with C#, ASP. NET, and SQL and XML
- BA or BS degree

Additional Qualifications:

- Experience with Web Services, Oracle PL/SOL, LDAP, Comp TIA Network+, or Security+ and SOAP
-

Applications Programmer-Senior

Key Role:

Apply applications engineering expertise and knowledge of wireless and embedded systems to research and development and systems acquisition of embedded and integrated wireless communications systems. Participate as part of an integrated systems development program and contribute to system design and application development. Provide technical leadership in developing applications for wireless systems, including technologies based in Symbian, Android, and iPhone platforms. Apply expert se in RF technology, wireless system performance, and software development to develop solutions as part of an integrated team. Apply project and program management expertise to lead a team of engineers in developing solutions to meet user requirements. Apply program management expertise to manage programs to meet schedule and cost objectives, prepare regular reports, and conduct progress reviews with integrated product team and clients.

Qualifications

Basic Qualifications:

- 8+ years of experience with applications development for communications systems
- Experience with current and evolving wireless systems, protocols, and network architectures and topologies
- Experience with developing software for embedded systems, signal processing systems, and applications
- Experience with developing and testing firmware
- Experience with developing code for signal processing systems and applications
- Experience with application development environments for embedded and wireless systems
- Experience with communications protocols and standards, including MIL 1553B, ARINC 429, TCP/IP, RS



232,422,485, or .X.25

-Experience with automated network development and system integrate on tools

-BA or BS degree in Engineering

Defense Engineering, Inc.

Additional Qualifications:

-Knowledge of Military communications and computer systems

-MA or MS degree preferred

App's Maint. & Graphics Spec. I

Key Role:

Conduct formal reviews on configuration documentation with development teams. Support application configuration migration testing and verification across multiple environments. Perform status accounting functions on configuration items. Prepare, review, and update configuration management processes and procedures.

Qualifications

Basic Qualifications:

-3+ years of experience with configuration management or process auditing, preferably in a DoD or and ERP environment

-3+ years of experience with analyzing and problem solving large complex systems engineering and configuration management projects

-3+ years of experience with Microsoft Office, including Word and Excel

-BA or BS degree

Additional Qualifications:

-Experience with Rational Clear Case and Clear Quest preferred

-Knowledge of Oracle Application Configurations

-Ability to multi-task and function in an environment of competing and shifting priorities

-Possession of excellent communication skills involving public speaking and written correspondence

-Possession of excellent interpersonal skills, including an ability to work harmoniously in a team

App's Maint. & Graphics Spec. II

Key Role:

Conceive, design, layout and coordinate editorial illustrations and creative graphics artwork for program efforts, translating program facts, visions, and features of subject material into graphic depictions and terms that best convey intended meaning. Work with Program SMEs to develop interpretive themes that convey ideas and information. Create graphic presentations that communicate mood, emphasis, insight, viewpoint, and similar visual impressions. Provide guidance on graphic technology. The candidate will be required to provide computer graphic services for web artwork, as well as to prepare illustrations for publications such as magazines, brochures, handbooks and posters.

Qualifications

Basic Qualifications:

-Candidate will serve as the lead illustrator for a sensitive, high-level program



- Must be a team player and, if needed, able to work extended hours for contract deliveries
 - Excellent grammar and proof reading skills
 - Successful completion of grammar/writing courses is a plus
 - Work with staff and end users to develop presentations and related materials, and offer expert level support with Microsoft and Macintosh desktop applications
 - Candidate needs to be familiar with PC Microsoft Windows
 - AA or other 2 year technical degree in related discipline
 - 1 year of related experience
-

App's Maint. & Graphics Spec. III

Key Role:

This requires capability in multiple graphics software packages in addition to being capable of accepting input in many of these multiple graphics formats. Candidate must be able to establish text production guidelines and quality control and standards. Candidate must be able to build final proposals, combining text and graphics into a single file.

Qualifications

Basic Qualifications:

- Demonstrated experience in developing complex graphics.
 - 6 years minimum experience with Bachelor's Degree and 9 years experience in lieu of degree. Must have at least 3-5 years as a graphics artist.
 - Demonstrated expertise with MS PowerPoint, MS Word, Photoshop, and Acrobat Professional
 - Demonstrated ability to conceptualize what technical staff describe as desired graphics.
 - Knowledge of and demonstrated experience in the DoD acquisition process. Additional Qualifications:
 - Experience with proposals is desired. Candidate must have a Bachelor degree in a field related to information technology.
 - Ability to travel between sites is desired to address classified proposals.
 - Experience working with short deadlines.
 - Successful candidates will be results driven and have experience working in a collaborative team environment across organizations and/or functions
 - Samples of work that can be shared during the interview process is highly desired.
-

Business Analyst I

Key Role:

Conduct business process gathering, facilitation, documentation, and analysis as a member of a team using Mission Process Mapping methodology. Execute various phases of the systems development lifecycle. Collect business and system information and metrics to illustrate business to systems dependencies and issues and identify return on investments, cost benefit, and systems engineering tradeoffs. Think analytically regarding the scope of a project and opportunities for reengineering, technology insertion, or technology enhancement. Use a variety of modeling and simulation software packages. Model the dynamic nature of business and mission operations, using process modeling tools and communicate the results to clients. Help to provide systems architecture modeling and what-if scenario-building to perform sensitivity analysis and identify and manage risks.



Qualifications

Basic Qualifications:

- 8+ years of experience with leading and managing business and systems analysis teams and projects
- Experience with business process modeling and systems analysis
- Experience with modeling and simulation techniques using various software packages
- Experience with leading and facilitating working groups to analyze and document processes and requirements
- Ability to lead client-focused teams in complex environments
- BA or BS degree

Additional Qualifications:

- Experience with business development lifecycle, including marketing, proposals, and delivery
 - Experience with using the Process Model software package
 - Experience with government DoD or the intelligence community
 - Knowledge of operations research
-

Business Analyst II

Key Role:

Support public and private sector clients with assignments in organizational assessment, organizational transformation, business process reengineering, and performance measurement and management. Participate on project teams and assist with the design and implementation of projects, develop instruments, collect, analyze, and interpret data, and write reports. Use multiple methods of data collection, including interviewing, focus group facilitation, and surveying. Maintain and expand client relationships through the delivery of high quality work and lead, coach, and develop junior staff. Lead, improve, and execute performance management projects, help clients define performance measures and develop and execute performance management plans, Integrate disparate measurement information, review and evaluate tactical measures for clarity, accuracy, and consistency, and lead performance management associated with process improvement projects. Share expertise with using data collection and analysis tools with peers and clients, guide clients with linking performance management to the strategic plan of the enterprise, and work across multiple organizational levels, including headquarters, regional, and local organizations. Develop and deploy appropriate communication products necessary to improve the performance management process and support performance management reviews through the development and analysis of briefing materials and facilitation of the review process.

Qualifications

Basic Qualifications:

- 5+ years of experience with gathering requirements and designing solutions associated with performance measurement and management
- Experience with facilitating data gathering through cross-functional working groups and meeting facilitation
- Experience with data collection, data analysis, and project design
- Experience with guiding organizations in transformation, change, and performance management activities
- BA or BS degree

Additional Qualifications:

- Experience with public and private sector consulting
- Experience with project management



- Knowledge of USMC, Navy, or other DoD client environments
 - Ability to work in a fast-paced environment required
 - Ability to work with DoD clients on oversight and management objectives preferred
 - Possession of excellent oral and written communication skills
 - Possession of excellent PC skills
 - MA or MS degree in Business, Mathematics, Organizational Psychology, or associated fields preferred
 - Lean Six Sigma (LSS) Certification preferred
-

Business Analyst III

Key Role:

Work with the client to support the development, promotion, and Implementation of 3-5 year IT strategic plans at the Army Command level. Translate the client's IT roadmap into operationally aligned business cases and Command-level directives in order to execute CONUS-wide enterprise initiatives. Coordinate with client project managers and action officers to execute organizational objectives and to develop and integrate cost, schedule, and scope considerations across multiple implementation plans. Assist with facilitating the client's strategic communication initiatives, including hosting conferences and working groups, maintaining strategic themes and messages, and authoring executive level communications.

Qualifications

Basic Qualifications:

- 6+ years of experience as an IT strategic planner
 - 2+ years of experience with strategic communications
 - Experience in working with general officer- or senior executive service- level DoD clients
 - Experience as a site owner or content manager for SharePoint 2007
 - Experience as an Executive Officer or General's Aide
 - Experience with working in an office of the Chief Information Officer
 - Knowledge of the Army budget process
 - Knowledge of the Army Enterprise transformation
 - BA or BS degree
-

Cloud Computing Architect

Key Role:

Develops high-level system concepts and associated system requirements for net-centric solutions in a Service Oriented Architecture that satisfy Federal/Agency transformational goals. Directs teams of architects and engineers to turn net-centric concepts into realizable, scalable, accreditable implementations. Assists the Government in defining Federal/Agency policies, guidance, concept of operations, and Tactics, Techniques, and Procedures (TTPs) to govern system implementation within the enterprise. Oversees teams of architects and engineers to ensure they are designing, implementing, testing, accrediting, deploying, and sustaining systems and services in conjunction with Federal/Agency policies, architectural frameworks, and commercial best practices. Keeps abreast of new enterprise architecture solutions including leading edge technologies such as grid computing, cloud computing, and Service Oriented Architecture (SOA). Maintains currency on commercial technologies and other Government initiatives to identify opportunities for technology reuse or transition. Advises senior decision makers and seeks approval for enterprise



concepts and requirements.

Qualifications

Basic Qualifications

BA or BS Degree

8-10 years of experience in the field or in a related area

Configuration M'gem't Specialist

Key Role:

Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Responsible for configuration planning. Identifies and maintains the original configuration of requirements documentation, design documentation, software and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and software and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met by the as-built software. Supports software quality assurance process audits.

Qualifications

Basic Qualifications

BA or BS Degree

7+ years of experience in the field or in a related area

Contract Specialist I

Key Role:

Provide federal contracting and business analysis support to a Military client. Perform full life-cycle MILCON acquisition and operational contract support activities. Including business studies, market surveys, bid package preparation, contract procurement writing, cost and price analysis of contracts, and task orders and modification proposals. Prepare contract documents and generate all pre-award contract documents, including requests for proposals, decision documents, pre-negotiation memorandums, and legal and contract clearance request forms. Document contract files and provide status updates.

Qualifications

Basic Qualifications:

-4+ years of experience with federal government contracting

-4+ years of experience in working with operational and MILCON contracts

-BA or BS degree

Additional Qualifications:

-Ability to be a self-starter and multi-task in a fast-paced environment

-Possession of excellent oral and written communication skills

-DAWIA or equivalent Level 2 Certification in Contracting, including APDP



Contract Specialist II

Key Role:

Provide subject matter expertise on contracting issues. Manage full life-cycle proposal and contract activities from cradle to grave. Lead and conduct proposal preparation, contract negotiation, and the administration of major contracts. Monitor company performance for conformance as related to the original proposal. Serve as the primary point of contact for customers. Act as an advisor regarding legal requirements, customer specifications, and government regulations. Provide work leadership to junior contract administrators.

Qualifications

Basic Qualifications:

- 8 years of experience with government contracting
- Experience with all types of contracts, including FFP, T&M, CPFF, or CPAF
- Experience with federal agencies
- Knowledge of FAR and agency supplements
- BA or BS degree

Additional Qualifications:

- Experience with the security market
 - Possession of excellent analytical skills
 - Possession of excellent oral and written communication skills
-

Contracts Manager

Key Role:

Act as a senior advisor regarding all aspects of contracts administration and play a key role in the strategy creation and implementation regarding a variety of significant contracts Partner with procurement officials and leadership to provide day to day support for the rapidly growing civilian markets area of business, including Civilian Infrastructure contracts. Determine a strategy to conduct contract negotiations, including post award contract administration. Act as an internal and external consultant and provide business counsel to project management ensuring professional and effective client relations.

Qualifications

Basic Qualifications:

- 5+ years of experience in contract administration, including FAR, DFAR, and risk management
- Experience with contracts in a civilian agency or DoD environment
- Experience with management
- Experience with private industry
- Experience with non-FAR contracting and commercial contracting
- Experience with leading and advising teams that are not direct reports
- Ability to manage multiple initiatives simultaneously
- BA or BS degree

Additional Qualifications:

- Experience with contracts in a professional services environment a plus



- Ability to build relationships with executives throughout the organization to gain support for strategic initiatives
 - Ability to work effectively in a matrix organization
 - Possession of excellent organizational skills
 - Possession of excellent analytical and problem solving skills
 - Possession of excellent leadership and interpersonal skills
-

Cyber Defense Specialist I

Key Role:

Work in an exciting and dynamic team-oriented environment that combines technical network engineering talent with business and security consulting to deliver high-quality client IT and IS solutions. Lead or manage the network implementation of defined information security solutions for high-visibility federal government clients. Manage the planning and architecture development for deployment and configuration of hardware and software products and apply transport-level network principles and security practices effectively. Write engineering and configuration documentation and support security certification and testing activities. Design, develop, deploy, maintain, and monitor networks, including switches, routers, firewalls, and IDSs for UNIX and Windows environments.

Qualifications

Basic Qualifications:

- 7+ years of experience with network device implementation and deployment, including routers, switches, firewalls, IDS, proxies, and gateways
- 7+ years of experience with network design and network architecture
- Experience with network operations architecture development
- Experience with Military or civil service, especially with the US Army
- BS degree

Additional Qualifications:

- Experience with information assurance and security practices
 - Experience with authoring network, system, or infrastructure documentation and client-ready deliverables
 - Knowledge of major systems engineering processes
 - BA or BS degree in EE, Systems Engineering, or CS
 - DoD 8570.1-approved Certificate, including Security +, SSCP, and CISSP preferred
-

Cyber Defense Specialist II

Key Role:

Work in an exciting and dynamic, team-oriented environment that combines technical network engineering talent with business and security consulting skills to deliver high-quality client IT solutions. Lead or manage the network implementation of defined information security solutions for high-visibility federal government clients. Manage the deployment and configuration of hardware and software products and apply transport-level network principles and security practices effectively. Write engineering and configuration documentation and support security certification and testing activities. Design, develop, deploy, maintain, and monitor PL2 networks, including switches, routers, firewalls, and IDSs for UNIX and Windows environments.

Qualifications



Basic Qualifications:

- 7+ years of experience with network device implementation and deployment, including with routers, switches, firewalls, IOS, proxies, and gateways
- 7+ years of experience in network design and network architecture
- 5+ years of experience with Special Access Programs (SAP)
- Experience with CISCO IOS,PIX,and ASA
- Experience with switches, router, firewalls, and IDS
- Experience with briefing team leads on technical and functional issues
- Experience with authoring network, system, or infrastructure documentation and client-ready deliverables
- Experience with UNIX and Windows environments
- BA or BS degree
- CCNE and CCNA Certification

Additional Qualifications:

- Experience with network security integration, including network device configuration and high availability
- Experience with a variety of network topologies, including wired, wireless, and satellite
- Experience with security operations systems, including ArcSight and NetCool
- Experience with operations management network components and security controls
- Experience with validating network components to ensure that the appropriate configurations are maintained
- Experience with determining network security requirements and controls against various industry guidance and best practices, including FIPS, NIST, DIACAP and DITSCAP, IEC and ISO, and IEEE
- Experience with configuring various network security devices, including firewalls, IDS, proxy, and VPN
- Experience with defining and enforcing information security policy
- Experience with supporting government Certification and Accreditation (C&A) activities
- Experience with data center hosting environments and managed service providers
- Experience with briefing project details to technical and non-technical stakeholders
- Experience as a Cisco Certified Network Engineer or a related role
- Knowledge of facility management considerations, including power, HVAC, and fire suppression
- Knowledge of COOP, disaster recovery, and mission assurance practices and principles
- Knowledge of major system engineering processes
- Knowledge of defense-in-depth and other information security and assurance principles and associated supporting technologies
- Ability to participate in network evaluations to determine alignment with functional and security requirements
- Possession of excellent analytical skills
- Possession of excellent oral and written communication skills
- DoD 8570.1-approved Certificate
- CISSP Certification preferred

Cyber Defense Specialist III

Key Role:

Provide thought leadership and creative insights to assist with the development of the Army cyber enterprise. Apply senior functional experience and knowledge in cyber, cyber-space operations, cyber security, and information operations to develop innovative solutions for the issues and problems facing the cyber enterprise. Conduct research and analysis on a variety of issues, develop position papers and briefings on the results of analysis, and present



findings to senior Army, Military and civilian leaders. Review and comment on draft cyber directives, instructions, and guidance. Develop concepts of operations (CONOPS), concept plans, standard operating procedures. Implementation plans, plans of actions and milestones, requirements definition and analysis, cyber business process analysis, cyber tactics, techniques and procedures (TIP), cyber infrastructure assessment and exercise strategies and plans, and the cyber force presentation development strategy . Interface with and advise senior Military and civilian clients.

Qualifications

Basic Qualifications:

- 8 years of experience with information assurance (IA) and security acting as a strategic and tactical leader
- 8 years of experience in the Military, senior government, or commercial sector leading IT, IA, cyber security, and Intel- related work
- Experience with cyber security and computer network defense
- Experience in ensuring technologies are effectively and securely deployed in a complex, global environment
- Experience with DIACAP and FISMA
- Experience in coordinating cyber operations with other Army, DoD, and National Agencies
- Experience with creating and presenting briefings and writing position papers on cyber security and information operations for senior Military officers and civilians
- Experience in a leadership role with an organization responsible for cyber warfare functions in an operational environment
- BA or BS degree

Additional Qualifications:

- Knowledge of 8570.1 compliance
- CISM Certification preferred
- CISSP Certification preferred

Data Lifecycle Management Engineer I

Key Role:

Implement, administer and support a variety of Storage technologies in a multi-data center enterprise environment. Responsible for design of future technology related to hardware and software for open systems and Hitachi USPV storage. Provide education and direction for other IT teams and operations personnel, perform risk assessment and create documentation. Apply solid problem-solving techniques consistent with an advanced knowledge of technical and operational issues involving Hitachi USPV SAN technologies as well as fiber. Work closely with other systems architects and project managers to implement system enhancements and upgrades. Produce technical documentation and seek and incorporate feedback where appropriate. Collaborate with other internal/external teams to identify and support technology advancements. Provide clear, concise, and customized documentation that is appropriate for both technical and non-technical audiences. Manage all aspects of SAN infrastructure.

Qualifications

Basic Qualifications:

- Maintain Open Systems SAN
- Maintain and Support Fiber Channel
- Manage the physical and logical configuration of all STORAGE media and of STORAGE management software to ensure optimum use of data STORAGE space
- Support new application projects as a STORAGE administration technical resource



- Evaluate new and existing STORAGE hardware and software products to incorporate into the existing production environment
- Define, maintain and test procedures and processes used for disaster backup and recovery of critical application data
- Analyze and maintain performance data to optimize the usage of the STORAGE resources available
- Develop and maintain operations procedures for daily routine STORAGE management processes
- Support daily monitoring of the correct execution of STORAGE management subsystems and processes

Additional Qualifications:

- Bachelor's Degree in Computer Science, Information Technology, MIS or related technical degree
 - Minimum of 2 years of experience with Storage Area Network and Network Attached Storage administration
 - Knowledge and support experience of Hitachi USPV SAN and open systems
 - Knowledge and support in Hitachi tools such as Shadow Image, HOP and TSM
 - Advance knowledge of file system management, access control and directory organization
 - Must be comfortable working with many different groups inside of IT to help solve business problems
 - Ability to react to high priority problem calls
 - Proven writing/communication skills
 - Proven organizational skills
 - Extensive troubleshooting experience
 - Knowledge of UNIX and MS operating systems (VMWare)
 - Knowledge of switches, routers, and firewalls
 - Knowledge of RAID configurations
-

Data Lifecycle Management Engineer II

Key Role:

Experience in Microsoft Exchange, Active Directory, Server Clustering, etc.; as well as experience in providing enterprise backup solutions. Prefer experience with EMC storage products (Clarion) and experience/exposure to multiple Microsoft enterprise solutions, including SharePoint and virtualization technologies. Provide architectural oversight - Development of program-wide architecture approach and services road map

Qualifications

Basic Qualifications:

- Bachelor's Degree in Computer Science, Information Technology, MIS or related technical degree
 - Minimum of 5 years of experience with Storage Area Network and Network Attached Storage administration
 - Provide technical leadership - Work as a mentor; helping engineering team to resolve complex issues for solutions
 - Provide Tiger Team support - Lead the engineering team in resolving complex system problems
 - Review systems and subsystems for architectural compliance
 - Perform Tier 3 support for client workstation/server problems
 - Provide design, implementation, and support of the Microsoft Enterprise Solutions (SharePoint, MS Terminal Services, virtualization technologies, etc.)
 - Design and Implement the Enterprise Backup solution
 - Support design and implementation of data replication technologies
-



Data Lifecycle Management Engineer III

Key Role:

Function in Lead Engineering role to design, build, test, and implement storage and backup solutions supporting UNIX, Windows, and/or Mainframe ZOs platform systems.

Qualifications

Basic Qualifications:

- Storage Sizing & Configuration
- Storage Device Hardware Prep\Install\Power up
- SAN Directors -Install\Configure
- Data Prep \ Migration
- Other Build & Implement Deliverables As Needed
- Technical Documentation

System Architecture Technical\Functional Specifications Disaster Recovery Plans

SOPs (Standard Operating Procedures) Other Technical Documentation As Needed

Additional Qualifications:

- Bachelor's degree in Computer Science/Information Systems or comparable experience.
- At least seven years of experience with Storage Area Network, and Enterprise Backup Systems administration.
- Experience with enterprise storage arrays, EMC, and IBM
- Experience with enterprise tape backup subsystems
- Experience with storage and backup management software.
- Experience with disaster recovery methodologies and data replication technologies.
- Must have excellent verbal and written communication skills.
- Experience working in a project environment with high pressure, time sensitive project schedule.

Data Modeler Jr.

Key Role:

Develop and create a logical data model. Will review and approve modifications to existing software to correct errors, allow it to adapt to new hardware, or to improve its performance. Will review and approve the design and development of software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design. Will obtain and evaluate information on factors such as reporting formats required, costs, and security needs to determine hardware configuration. Will counsel customers about software system design and maintenance. Will counsel systems analysts, engineers, programmers and others on project limitations and capabilities, performance requirements, and interfaces. Will develop and direct software system testing and validation procedures, programming, and documentation.

Will supervise the work of programmers, technologists and technicians and other engineering and scientific personnel.

Qualifications

Basic Qualifications:

- Cognos
- Design
- Data Modeling
- Teradata



Additional Qualifications:

- Mainframe
 - Data Warehouse
 - AA Degree of other 2 year technical degree in related discipline
 - 1-2 years of experience with data modeling tools
-

Data Modeler Mid

Key Role:

This position will report to the Sr. Manager Enterprise Information Management (EIM). Data modeling and architecture experience implementing proper data structures for a reporting solution from enterprise OLTP systems Dimensional modeling and architecture experience implementing proper data structures for a reporting solution from an enterprise data warehouse a must using tools such as Cognos, Microsoft, Actuate and/or other B I tools Maintain and version control data modeling repositories Responsible for detail Data analysis and translates Business requirements into logical data models. Experience re-engineering physical data structures, and recommends efficiencies as it relates to data storage and retrieval Working knowledge of the software implementation lifecycle, leadership skills and the ability to work well with both business clients, developers and other architects Full understanding and experience in implementing a data warehouse is a plus. Full life cycle experience in Data Warehousing (good understanding of Kimball & In mon methodologies), Data Modeling, Data Integration, and Master Data Management

Qualifications

Basic Qualifications:

- Data Architecture I Modeling experience; delivering both logical models and physical designs with extensive experience with translating business needs into data requirements
 - A degree in Computer Science, a related discipline, equivalent work experience of 7+ years overall IT or the equivalent combination of education, training and experience from which comparable skills can be acquired
 - At least 3-5 years experience with data modeling tools like ER win, ER Studio, Power Designer, Oracle Designer and/or other modeling tools
 - Experience with normalized OLTP, MDM and DW Dimensional modeling techniques, Star & Snowflake schemas, modeling slowly changing dimensions and role playing dimensions, dimensional hierarchies, and data classification
 - Experience with maintaining data dictionary and managing technical, process, and business metadata
 - Experience in data modeling in a Freight Forwarding or logistics or similar industry is preferred.
- Additional Qualifications:
- Leads complex technical data warehouse discussions on modeling, integration, and overall technology solutions and design
 - Ability to create robust, scalable, sustainable data architecture that supports requirements and provides for expansion given budgetary constraints and availability of data and skilled resources
 - Excellent communication (written and verbal).
 - May require some travel (20%) to gather business requirements
-



Data Modeler Sr.

Key Role:

Responsible for designing and maintaining logical and physical data models for both operational and dimensional projects. This position plays a critical role as it serves as a communication conduit between the internal Bank clients and the development organization by providing information as to what data is available, where it is and how to access it, along with definitions of what it means. Gathers and analyzes data and business requirements and translates them into a relational data model. Close partnership with the LOBs and other EIS professionals, combines an in-depth knowledge of banking objectives with a comprehensive understanding of Enterprise Information Architecture strategies and principles, to develop, champion, and execute break-through strategies utilizing Information as a competitive differentiator.

Qualifications

Basic Qualifications:

- Design and develop highly complex, strategic data models within CASE tool such as ER Win
- Coordinate activities of assigned projects to meet project deadlines
- Interface with clients regarding projects as required
- Participate in data modeling design meetings, including JAR and JAD sessions.
- Leading Horizon and Concept Assessment process
- Provides leadership in the development of data standards, guidelines and procedures.
- Coaching and mentoring junior Data Modelers

Additional Qualifications:

- Bachelor's degree 7+ years progressive work related experience with demonstrated proficiency and understanding and/or training related to the position
- Demonstrated aptitude and extensive understanding of technical issues and solutions in relation to current as well as future business environments
- Demonstrated effective verbal and written communication skills for the purpose of explaining technical information to clients, vendors, senior management and staff.
- Demonstrated analytical and abstract skills in developing efficient and effective solutions to diverse and multifaceted business issues
- Demonstrate success at working with clients to understand the business needs and developing effective, scalable and complete data models to meet the business requirements
- Demonstrate superior knowledge of relational database design, including dimensional modeling design
- Demonstrate superior knowledge of data driven methodology
- Demonstrate adept skills using Microsoft suite of products effectively, including Visio
- Demonstrate ability to work well within structured project guidelines with no supervision required and very little guidance required
- Demonstrate superior listener and communicator
- Demonstrate superior analytical skills



Data Technician

Key Role:

Reviews technical and engineering data. Performs detailed information searches, correlation and interpretation of technical data. Work product will be used to accurately maintain various BAE Systems databases.

Qualifications

Basic Qualifications:

- 1 year of total experience
- High school graduate with technical I military school experience on military equipment or related disciplines with experience directly related to requirements
- Experience with USAF Technical Orders and engineering drawings highly desired
- Computer literacy (MS office tools) required
- Adequate interpersonal skills (oral I written communications) required

Additional Qualifications:

- Experience with JEDMICS, FedLog and DSCC web site highly desirable
 - Experience with common digital formats (.jpg; .tiff; .pdf; etc.) a plus
-

Database Management Specialist, Jr.

Key Role:

Perform installations, configurations, upgrades, and patches to Oracle on multiple platforms, including Unix, Linux, and Windows. Build and maintain databases. Backup and recover a database from a variety of failures using RMAN (Recovery Manager) or other Oracle approved methods, including cold backup, warm backup, and export. Write shell scripts and batch jobs to monitor database activities. Identify and resolve problems with functions, triggers, procedures, and packages. Write SQL code used to monitor the database.

Qualifications

Basic Qualifications:

- Knowledge of the Oracle data dictionary as the source of metadata used to monitor, diagnose, and resolve database issues
- Knowledge of Unix, Linux, and Windows
- Ability to perform database performance tuning
- BA or BS degree
- 1-2 year of experience using current DBMS technologies, application design utilizing database management systems and experience with DBMS internals.

Additional Qualifications:

- Ability to work from the command line and not be dependent on the various GUI provided vendors
- Ability to properly configure the database installation to take full advantage of the hardware platform
- Ability to effectively communicate technical concepts with nontechnical managers and peers
- BA or BS degree in Engineering or related field



Database M'gement Specialist, Mid.

Key Role:

Maintain responsibility for the implementation of Web applications using Cognos, ASP .NET, SOL, or PUSQL. Work across the systems development life-cycle in support of various government initiatives. Create and execute SOL queries to verify data and troubleshoot issues in addition to developing technical documentation supporting requirements specifications, design documents, and test plans. Create applications in a relational database environment.

Qualifications

Basic Qualifications:

- 3+ years of experience with SOL programming
- 3+ years of experience with working across the systems development life-cycle
- 3+ years of experience in working with relational databases, such as Oracle, Sybase, and Teradata
- AA or AS degree

Additional Qualifications:

- BA or BS degree
-

Database M'gement Specialist, Sr.

Key Role:

Lead day-to-day database administration support and maintenance for key databases and services for an enterprise application. Manage and monitor database events and proactively optimize system performance. Lead within a team environment to promote changes to production and other environments and maintain database configurations in compliance with established best practices. Implement data fixes for user issues or to address application issues and execute proper backup and disaster recovery procedures. Lead the application users, testers, developers, and other team members to comprehend functionality, scalability, performance, security, and integration requirements from the database perspective. Develop and maintain an in-depth understanding of the database architecture and the general application functionality used to maintain data integrity.

Qualifications

Basic Qualifications:

- 3+ years of experience with Oracle, MySQL, SQL Server, or Sybase
- 2+ years of experience with writing ETL scripts, triggers, and stored procedures
- BA or BS degree

Additional Qualifications:

- Knowledge of Oracle Reports, Oracle Spatial, SAP, data migration, ERWIN, TOAD, database schema development, Entity
- Relationship diagrams, or database administration services a plus



Document Center Supervisor

Key Role:

Responsible for the overall management of the documentation control systems. This includes supervision and execution of all Documentation Control activities, and personnel engaged in those activities, including the change control process, quality records archiving, etc. The position interfaces with other departments and teams to give guidance and direction to ensure that documentation complies with Federal standards and regulatory requirements. Detail-oriented, energetic self-starter with strong communication and organizational skills. The successful candidate will have a proven ability to multi-task and work collaboratively as well as independently in a dynamic and entrepreneurial environment. The position requires a minimum of 10 years of experience in a documentation control role, at least 5 years in management.

Qualifications

Basic Qualifications:

- Bachelor's degree or equivalent experience in Documentation Control in a design, development and manufacturing environment
- Thorough understanding of document control, configuration management and engineering change control processes (e.g., part numbering, releases and versioning, naming conventions, record management, etc.)
- Working understanding of the principles of Federal regulations
- Excellent organizational and time management skills. Detail oriented, dependable and willing to handle multiple priorities with a high degree of flexibility
- Successful communication skills, business acumen and assertive decision-making ability
- Demonstrated ability to develop, improve, and implement business processes and documentation systems
- Experience with implementing, using, and managing electronic Product Lifecycle Management (PLM), Product Data Management (PDM) and Document Control systems (i.e.- Agile, Trackwise, MasterControl, SmaertTeam, etc.).

Additional Qualifications:

- Provide management oversight and expertise in document management and quality records management systems
- Develop, document and promote document control best practices
- Manage the day-to-day engineering change control process and provide guidance and direction to company personnel on execution of changes
- Manage and direct the activities of the Document Control department personnel
- Responsible for oversight, alignment and execution of documents with internal operations and external sources to assure compliance with Quality System requirements
- Train staff on document control processes and procedures
- Responsible for establishing and maintaining the global standards library
- Responsible for establishing, publishing and improving key performance metrics related to document control processes to assure continuous improvement



Document Clerk

Key Role:

Preparing reports on a weekly, monthly, and special purpose basis. Administrative and research assistance with prequalification's. FTP files maintenance and distribution. Project trafficking. Regular review, renewal, and updating of company prequalification's with clients. Overall management of files for bids, prequalification's and various other important memos.

Qualifications

Basic Qualifications:

- Bachelor's Degree
 - 3.5 years of similar work
 - Must have experience with pre-qualification and RFQ proposal preparations
-

Document Processor

Key Role:

Will be modifying documentation, preparing and copying packages to be sent to vendors, transferring on to zip file, etc. Identifies receipts and reviews documents. Labels and preps documents into proper format so that documents may be imaged. Research for unidentified documents. Sort documents.

Qualifications

Basic Qualifications:

- 2 years minimum experience
 - Intermediate computer knowledge or better preferred
 - Must have must have good communication in email and phone correspondence
 - Must have good analytical skills and attention to detail
 - Good written and verbal skills
 - Experience with Excel and Access
 - Ability to work within a team environment as well as individually
-

Documentation Specialist

Key Role:

Develop and recommend to the Government requirements, concepts, techniques, and capabilities to be incorporated into the development of advanced types of automated strategic and battlefield systems, Net Ops, and AEI capabilities; evaluate, review, and coordinate Net Ops programs and related fiscal and resource requirements and impacts to ensure realistic, synchronized, and balanced execution of Net Ops and IT solutions using ITIL best business practices.

Develop, coordinate, review, and maintain a current documentation library in direct support of the Net Ops Tool sets being implemented. Develop, organize and maintain a documentation library for all documents in direct support of the assigned Net Ops Tool sets to reflect project status. Maintain version control; file and provide electronic and compact disk backup of all documentation. Develop and maintain Net Ops documentation for multiple Net Ops Tools projects. Format and proofread (for grammar and spelling) all Net Ops technical documentation. Prepare, assemble, track, and



maintain staffing packets and the actions associated with these types of actions regarding documentation being presented to NETCOM/9th SC(A)/Chief Information Officer (CIO)/G-6 staff. Develop and maintain a Net Ops Tool set documentation suspense file and provide status to the GTL. Prepare and maintain systems, programs and operations documentation, procedures, and methods. Including user reference manuals. Develop all documentation in Microsoft (MS) Office software as specified by the GTL.

Qualifications

Basic Qualifications:

- BS Degree plus 4-7 years of experience in Army programs required
 - Administrative, writing and technical editing skills are required
 - Knowledge of word processing, spreadsheet and graphics software, ability to scan hard copy images and convert them to PDF or JPEG files and file and maintain records
-

Finance/Accounting Analyst, Jr.

Key Role:

Provide government financial and contractual management support. Provide analysis for the development of the annual program budget and related presentations on behalf of the FMS client. Assist with developing and maintaining program financial reports, oversee the tracking of government and contractor expenditures, and provide with contract management support.

Qualifications

Basic Qualifications:

- Experience with government finance
- Experience with Microsoft Excel
- Knowledge of the DoD contractual processes
- BA or BS degree

Additional Qualifications:

- 2 years of experience in a professional work environment
 - Experience with Microsoft PowerPoint and Word
 - Experience with foreign military sales
 - Experience with Navy enterprise resource planning
 - Possession of excellent oral and written communication skills
-

Finance/Accounting Analyst, Mid

Key Role:

Provide senior-level internal financial and analytical business support to the Northeast and Fort Meade, Maryland office senior leadership. Analyze, report, and consolidate financial data to ensure the full life cycle of financial management responsibilities are covered and risk is mitigated. Perform monthly tracking and reporting of internal business metrics using available firm financial systems and report on staff utilization exceptions, Admin labor and expenses, marketing and B&P expenditures, headcount and staff alignment, training hours, and costs and ad hoc financial analysis, as requested. Perform audit and compliance management support, including random time sheet



audits, the resolution of suspense issues and missing timesheets, and TIA review and approval through coordination with client staff and the labor accounting department. Perform financial management, including space charge-back monitoring.

Qualifications

Basic Qualifications:

- 5 years of experience with financial analysis required
- Experience with Microsoft Office 2007, including Excel, PowerPoint, and Outlook calendar
- Ability to solve complex problems and articulate and present financial performance and other leadership and governance information to senior management
- Experience with financial business operations or corporate finance

Additional Qualifications:

- Experience with supporting internal clients in a government contract and professional services environment preferred
 - Experience with business intelligence software and its utility in analysis
 - Knowledge of Hyperion, Ess Base, and COGNOS preferred
 - Ability to multitask, maintain flexibility, and work under deadlines
 - Ability to be a self-starter with excellent judgment
 - Ability to pay strict attention to detail
 - Possession of excellent organizational skills
 - BA or BS degree in Finance or Business preferred
-

Functional Expert

Key Role:

Serves as a top level technical or functional expert, often working on multiple projects and programs, in particular acting as the key operations specialist. Serves as a top level technical or functional expert supporting one or more clients and unlimited user groups. Performs highly specialized technical tasks associated with cutting-edge technologies. Works with user groups to solve business problems with available technology including hardware, software, databases, and peripherals. Applies expert functional knowledge and experience to significant business projects or processes. May perform business development activities, including providing technical input to proposal efforts. Provides guidance and training to less experienced staff. May serve as a technical task or project leader.-May have supervisory responsibilities. Maintains current knowledge of relevant developments in area of expertise. Participates in special projects as required.

Qualifications

Basic Qualifications:

- Requires 15-20 years' experience.

Additional Qualifications:

- MA or PHD degree in Engineering or a related field
-



Infrastructure Specialist

Key Role:

Work directly with government clients and lead a range of analyses focusing on optimizing the performance and throughput of operational IT infrastructures for various government clients, including the intelligence community. Perform functions in a Joint client and consulting environment Structure and lead tasks that trend, analyze, and improve the performance of operational IT infrastructures, including transport components, mission critical and corporate applications, data storage, and applications hosting environments. Establish IT infrastructure performance programs, including performance metrics definitions, metrics collection and analytic processes, and performance reporting requirements. Monitor the performance and stability of IT infrastructures and document analytic processes, procedures, results, and findings. Lead analyses using a range of data sets and analytic tools. Prepare whitepapers, presentations, proposals, and technology studies and lead the preparation of client deliverables, including reports, presentation slides and decks, and supporting graphics materials.

Qualifications

Basic Qualifications:

- 8+ years of experience with analyzing or managing the performance of operational IT infrastructures
- Knowledge of corporate or government IT infrastructures, including transport and networking, data storage, and application components
- Ability to analyze performance data and look for trends and root causes to performance anomalies
- BA or BS degree in EE, Computer Engineering, CS, Mathematics, or Operations Research

Additional Qualifications:

- Knowledge of the systems engineering life-cycle
 - Knowledge of Statistic I Process Control (SPC) fundamentals
 - Knowledge of IT Information Library (ITIL) fundamentals
 - Possession of excellent oral and written communication skills
-

IT Technician I

Key Role:

User support and customer service on. Troubleshoot problems and advise on the appropriate action. Respond to requests for technical assistance via Help Desk Request system. Diagnose and resolve technical hardware and software issues. Research questions using available information resources. Advise user on appropriate action. Follow standard help desk procedures. Log all help desk interactions. Redirect problems to appropriate resource. Identify and escalate situations requiring urgent attention. Track and route problems and requests and document resolutions. Prepare activity reports. Stay current with system information, changes and updates

Qualifications

Basic Qualifications:

- High School/GED with 2+ years of directly related experience and training
- 1+ years of experience in computer/network operations, equipment/network maintenance, and configuration upgrading or specialized workstation operation activities
- Working knowledge of fundamental operations of Windows operating systems
- Application support for Microsoft Office and other standard installations
- Knowledge and experience of customer service practices



Additional Qualifications:

- Good oral and written communication skills
 - Customer service orientation
 - Problem analysis, problem-solving & troubleshooting skills
 - Adaptability
 - Able to plan and organize
 - Attention to detail
 - Stress tolerance
-

IT Technician II

Key Role:

All work performed will be documented in a timely and detailed manner. Perform proactive support of the client following proper process and procedure routines. Complete project work assigned by their Manager. R&D technical issues for IT Implementation team. Provide weekly status reports of all client activity. Communicate effectively with management and account management team. Specifically regarding client issues, project related requests, research requests, new product implementations and procurement. Document client environment, changes, requests.

Qualifications

Basic Qualifications:

- Makes efforts to improve skills and knowledge by taking initiative to improve own effectiveness on the job
- Technical Expertise
- Shows an interest in learning new materials and staying abreast of latest technical information; quickly learns new information
- Dedicated to meeting client expectations; able to develop and maintain relationships with clients.
- Follows established policies and procedures
- Careful, thorough with high standards of performance. Work is planned and organized; demonstrates a desire to perform well
- Ability to develop positive relationships with individuals in other departments
- Ability to identify important aspects of a problem, gathers appropriate information, determine potential cause, and specify alternative solutions
- Ability to prioritize work and perform several tasks at the same time.
- AA or AS Degree
- 2+ years of experience in computer/network operations, equipment/network maintenance, and configuration upgrading or specialized workstation operation activities

Additional Qualifications:

- A+ I Network+ certification or relevant experience
- Microsoft I XEN I VMware certifications a plus
- Strong written and verbal communication skills
- Ability/Desire to quickly learn new technologies
- Microsoft Windows Server 2003,2008
- Microsoft Windows XP, 7
- Microsoft Active Directory
- Microsoft Exchange 2010



- Microsoft SOL 2008
 - Microsoft Sharepoint 2010
 - Microsoft Office
 - Server I Desktop/ Laptop HW from Dell and HP
 - Anti-Virus/Malware/Spyware\ Software
 - Kaseya MSP Solution
 - Virtualization - VMware I VMview I Xen I Xen App
 - FW, Routers, Switches, SAN, NAS
 - TCP/IP, DNS, DHCP, WAN, LAN, VOiP, WLAN
 - Data Backup
-

IT Technician III

Key Role:

Provides second level support for helpdesk requests. Will assist in providing guidance and training to Helpdesk Technician I associates.

Qualifications

Basic Qualifications:

- 3+ years Information Technology or related discipline is required
- 3+ years of experience in computer/network operations. Also requires some knowledge of the following: principles, methods, and techniques used in network troubleshooting and support, associated terminals, and network management software, and Desk Top Operating Systems and Applications.
- 2-4 year degree in Information Technology, Computer Science or related field
- Proven ability and knowledge of Computer Technology
- Excellent communications skills
- Intimate Knowledge of Microsoft Windows operating systems as well as the entire Microsoft Office Suite.
- Excellent organizational skills
- Intimate Knowledge of computer hardware and software.
- Good knowledge of computer networking.
- Basic knowledge of phone systems.
- Proven interpersonal skills.

Additional Qualifications:

- Responsible for ensuring uptime on the PC's throughout our manufacturing facility
- Responsible to maintain the associate's system uptime
- Assisting with software installations upgrades support
- Assisting with maintenance and accuracy of the software license database
- Responsible for equipment uptime/maintenance on items such as printers, projectors and copiers
- Supports Management with Visual Equipment setup and operation
- Give second level support for video conferencing equipment
- Responsible for inventory including storage and stock levels
- Assists new employees, where applicable, with proper computer set-up and network hook-up
- Ability to troubleshoot and resolve new issues without direct supervision/direction
- Exercises effective communications levels and fosters team building



- Adheres to all safety procedures and good housekeeping standards
 - Will assist with vendor relations such as ordering and technical support as needed
 - Assisting with creating/updating effective documentation for supported software
 - Provide On-Call assistance as needed
 - Performs other assignments as required
-

IT Technician IV

Key Role:

Support diverse end-user community of both local and remote users at multiple locations by identifying and troubleshooting computer hardware and software issues on desktops, laptops, networks and servers. User support may often be performed remotely, so advanced knowledge of operating systems, Microsoft Office and other software and hardware platforms will be crucial. Recommend, schedule and perform software and hardware installations, troubleshooting, upgrades, patches and repairs. Perform problem analysis and system monitoring, including daily backups. Manage routers, firewalls, switches, printers, workstations and servers to ensure network resources are reliable and available.

Must have effective verbal and written communication skills and be able to provide customer service to ensure resolution of problems. Keep and maintain accurate maintenance records. The position may require some local travel.

Qualifications

Basic Qualifications:

- Bachelor's degree
 - 5+ years Information Technology or related discipline is required
 - Knowledge of Windows server 2003/2008/Windows 7/XP
 - Active Directory
 - Microsoft Office products
 - Blackberry phones and PC utilities
 - Networking, hardware and software troubleshooting and upgrading
 - Working knowledge of databases, specifically SQL Server 2003, SQL Server 2005
 - Knowledge of the following would be a plus:
 - Virtualization experience (XenServer)
 - Crystal Reports; AS/36
 - Citrix (XenApp/XenDesktop)
 - Understanding of backup software and backup sets
-

Management Consultant

Key Role:

Reviews, designs, and develops all aspects of a company's organizational development function. Develops training programs, facilitates implementation of appropriate change management initiatives, and reviews current development programs to ensure adherence to company goals. Responsible for continually building the company's stock of human capital and encouraging employee development. Measures performance to gauge success of programs. Requires a bachelor's degree and 8-10 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.



Qualifications

Basic Qualifications:

- Minimum of 15 years background in IT operations and/or support
 - Minimum of 10 years hands-on experience with the implementation, configuration and integration of one or more leading IT management tools (e.g. EMC Smarts, HP OpenView, Micromuse, BMC Patrol, Tivoli, CA Unicenter) certifications are a plus
 - Minimum of 10 years hands-on experience with the implementation, configuration and integration of one or more leading storage management tools (EMC Control Center, Tivoli Storage Manager, etc.) - certifications are a plus
 - Minimum of 10 years of systems integration strategies and techniques (especially the integration of 3rd party element managers).
 - Minimum of 10 years knowledge of IT storage technologies, including SAN (Storage Area Network) & NAS (Network Attached Storage) fundamentals.
 - Minimum of 10 years experience in operational IT process design & improvement (ITIL, TOM, Six Sigma, etc...) • certifications are a plus.
 - Minimum of 8 years experience in ITSM implementations which includes one or more of the following: ITIL Process design and implementation, ITSM technology design and implementation
 - 10+ years of experience supporting federal clients preferred
 - Bachelor's degree in business, information technology or similar field required; Master's Degree preferred 15+ years of previous work experience in a federal client delivery role with direct interaction with clients
 - Demonstrated 12+ years of experience in developing written documentation for the various communications
-

Network Engineer, Jr.

Key Role:

Apply network engineering skills and knowledge of networks to research and development and systems acquisition of networks and networked systems. Participate as part of an integrated systems development program and contribute to systems design. Provide technical leadership in developing solutions in a system of systems. Apply project and program management skills to lead a team of engineers in developing solutions to meet user requirements and manage programs to meet schedule and cost objectives. Prepare regular reports and conduct progress reviews with an integrated product team and clients.

Qualifications

Basic Qualifications:

- 5 years of experience with network engineering
- 5 years of experience with TCP/IP and other networking protocols
- Experience with networking protocols, architectures and topologies
- Experience with high bandwidth data transfer protocols and high speed switching
- BA or BS degree

Additional Qualifications:

- Experience with the transport of converged voice, video, and data IP services over fiber, wireless, and hybrid networks
- Experience with Military communications systems and networks, C4SI systems and satellite communications



- Experience with project management tools
 - Knowledge of Military communications systems, protocols, architectures, security and waveforms
 - Possession of excellent oral and written communication skills and presentation skills
 - Possession of excellent project management skills
-

Network Engineer, Mid

Key Role:

Provide engineering and technical expertise on systems engineering and integration, test and evaluation, configuration management, systems validation, quality assurance, and the installation of intelligence communication systems. Plan and coordinate the transition in the Pacific from ATM to IP for the Joint Worldwide Intelligence Communications System (JWICS) and the installation of Pacific Coalition Systems. Coordinate with communications service providers to install and activate circuits. Develop installation documentation. Provide training on system validation and quality assurance procedures.

Qualifications

Basic Qualifications:

- 3+ years of experience with working in the IT, network, or telecommunications fields
- Experience with Cisco IOS
- Knowledge of ATM, firewalls, routers, switches, VPN, IPSec, subnets, and trunks
- Knowledge of the OSI model
- Knowledge of IP and routing
- Ability to obtain a IAT-1 certification, such as Security+, Network+, or SCCP within 30 days of being hired
- AA or AS degree

Additional Qualifications:

- Ability to coordinate the installation and activation of circuits with commercial service providers
 - Possession of excellent oral and written communication skills
 - BA or BS degree preferred
-

Network Engineer, Senior

Key Role:

Provide network engineering project management support to federal clients. Facilitate working group meetings to capture technical and business requirements. Participate in vendor meetings to evaluate and validate product features and functionality. Assist with coordinating implementation activities and facilitating effective communications between key stakeholders and the implementation teams. Facilitate weekly technical working group meetings to discuss and resolve implementation issues.

Qualifications

Basic Qualifications:

- 5+ years of experience with industry or functional work showing progression
- Experience with a network industry or a consulting firm, directing IP network design and deployment
- Experience with VoIP architecture and IP-based WAN technologies, including MPLS



- Experience with designing large enterprise-wide LAN and WAN networks
- Knowledge of IPv4 and IPv6, TCP/IP, VoIP, and LAN and WAN technologies
- Knowledge of Cisco routers, switches, and firewalls
- Ability to lead network planning discussions
- Ability to lead architecture teams
- BA or BS degree

Additional Qualifications:

- Possession of excellent analytical skills
 - Possession of excellent oral and written communication skills
-

Planning Specialist I

Key Role:

Assist in the development of Integrated Master Plans (IMP) and Integrated Master Schedules (IMS) including support for development of Work Breakdown Structures for programs and proposals. Supports identifying and establishing the Events, Accomplishments, Criteria, and detailed tasks for fully integrated program schedules. Perform weekly and monthly schedule performance status and resource data management analysis. Assists in maintaining integrity of IMS forecast dates to support monthly and comprehensive EAC. Utilizes schedules and schedule risk analysis to assist in analysis, EAC integrity, and impact assessments. Position requires minimal travel up to 10%. Assist in coordination of the development of baseline budgets including detailed WBS and WBS dictionary, Earned Value methods assignment, and the verification of Contract Budget Baseline (CBS). Assist in preparation of monthly cost schedule performance and resource data management analysis and reporting. Utilizes schedules and schedule risk analysis to assist in analysis, EAC integrity, and impact assessments. Provides MPM support to programs. Prepares for Integrated Baseline Reviews.

Qualifications

Basic Qualifications

- 3 years minimum experience
 - BA or BS degree or equivalent professional work experience.
-

Planning Specialist II

Key Role:

Monitoring advance planning milestones to ensure dates are met, availability status reporting, and movement of Automatic Work Requests (AWR) and work items for the customer, conduct monthly advance planning meetings, and work closely with the on-site Teams. Strong organizational skills and attention to details required as well as proficient skills in Microsoft Office Professional software. Reports directly to the Planning Manager.

Qualifications

Basic Qualifications:

- BA or BS degree or equivalent professional work experience.
- 5 years IT master plan experience
- Prepare master production plans and schedules



- Determine manpower levels based on plans
 - Help implement "lean manufacturing" concepts
 - Oversee development of work breakdown structure
 - Develop yard manning forecasts and evaluate constraints
 - Lead and advise shop planning efforts
 - Generate reports on the status of projects
 - Works with minimal direction, independently determines methods and procedures on new assignments and may provide guidance to others
 - Determine appropriate actions, methods, techniques, and evaluation criteria for expediting results by exercising independent judgment within defined practices and policies
 - Follows an organized method in approach to work but is cognizant of the time needed to provide a service or product
 - Ability to speak effectively before others in and outside the organization
 - Effectively communicate and respond to questions from managers, customers-both internal and external
-

Planning Specialist III

Key Role:

Reports to Operations Manager. Maintains effective internal relationships with all functions at all levels, requiring highly developed negotiating skills. Must communicate effectively and extensively with internal and external clients. Management of Production floor schedule is critical to finished goods quality, yield and on-time delivery. Decisions have critical impact on Production KPIs and impact all team KPIs. Generate MRP reports as action notice for Senior Buyer-Analyst and to review inventory and ensure IT meets applicable requirements. Manage, analyze and interpret systems for non-standard production occurrences, including ECOs, customer expedites, short lead times, new products and implement solutions that effect all functional areas. Manage the operating system database, analyzing, interpreting and revising data as required in assigned areas to continuously improve planning accuracy in modules including: Materials (Purchasing and Inventory Control, Master Scheduling and MRP); Engineering (Bills Of Materials, Production Shop Floor Control);and Customer (Data, Finance, Job Closings). Analyze and interpret work in process against job sizing, rescheduling and other constraints, striving to continuously improve quality, cycle times, schedule attainment, and cost effectiveness. Establish and maintain positive working relationships within assigned teams and with all departments, internal and external clients as applicable per assignment. Assist and mentor Junior Planner(s).

Qualifications

Basic Qualifications:

- BNBS degree in business or technology, or equivalent combination of education and experience. Planning experience in an IT environment
- 7+ years of experience in production and inventory control, or in a manufacturing facility or similar facility.
- 5 to 7 years' experience working with an MRP system
- APICS certification strongly recommended.5+or more years' experience in production scheduling preferred. Oracle experience preferred



Principal Systems Architect

Key Role:

Lead, analyze, and define systems IT needs. Apply knowledge of enterprise IT needs to design improved processes, generate valid requirements, and ensure these are consistent with the enterprise technical architecture. Act as an advisor to IT system engineers and propose changes to the enterprise technical architecture based on analysis of requirements and new technology. Work with appropriate parties to resolve discrepancies between proposed IT systems and enterprise quality and security standards.

Qualifications

Basic Qualifications:

- 13years of experience with working in systems integration and IT architecture planning, design, and development
- Experience with environments where IT services are internally managed and provided or where services are provided by a third-party service provider
- MA or MS degree preferred

Additional Qualifications:

- Experience in environments with multiple networks and multiple security domains
- Experience with developing strategic plans
- Experience with business requirements gathering and analysis
- Experience with systems design and development
- Experience with project planning and management
- Ability to effectively prioritize and execute tasks in a high-pressure and constantly changing environment
- Possession of excellent analytical, conceptual, and problem-solving skills

Program Manager/Director

Key Role:

Responsibilities include: delivering accurate and timely financial data and business information; planning and directing activities, personnel and other resources; oversight and leadership of general ledger, labor accounting, and cost accounting functions of the I&S FSC; provide Level 2 support for customer activities and coordinate with sector staff to maintain data integrity, interface management, security and user role controls, and report ongoing issues until resolved to sector staff and division business personnel: ensuring compliance with generally accepted accounting principles, cost accounting standards, the Sarbanes-Oxley Act of 2002, and ; policies and procedures as well as the integrity, consistency, and reliability of the processes employed in the performance of business management functions within the Financial Service Center; participation in the definition, implementation and optimization of automated systems and processes and support for special projects, as required.

Qualifications

Basic Qualifications:

- Requires senior management level experience
- Demonstrated ability to successfully manage employees/teams that exceed customer expectations
- SAP experience in a federal government regulated environment and supervisory experience in a shared service environment are preferred



- Bachelor's Degree (preferably in Accounting or Finance), or equivalent
 - 15 years of related experience
 - Minimum of 5 years of supervisory experience required
 - MBNCPA preferred.
-

Project Lead/Team Lead

Key Role:

Work closely with federal law enforcement practitioners, emergency managers, and government personnel to address mission-critical communications needs. Support an array of programmatic and technical projects, including strategic planning, interagency coordination and governance, land mobile radio program and project management, requirements analysis, technical trade studies, development of CONOPS, and acquisition and budget planning. Gather requirements, perform gap and alternatives analyses, and assist with developing programmatic and technical solutions.

Qualifications

Basic Qualifications:

- 3+ years of experience with supporting IT related program formation, planning, and requirements definition activities
- Knowledge of using project management tools and techniques, including scheduling and executive level briefing development
- Knowledge of federal policy, strategic planning, budgeting formulation and the ability to support multiple tasks simultaneously
- BA or BS degree

Additional Qualifications:

- Experience with federal law enforcement and homeland security operations or mission-critical wireless communications systems
 - Ability to be comfortable working in a fast-paced consulting environment
 - Possession of excellent analysis and time management skills
 - Possession of excellent oral and written communication skills
 - PMP, CSEP, ITIL, or other IT or Project Management Certifications
 - CCNA, WiMax, CISSP, or other IT and wireless technology Certifications
-

Project Manager

Key Role:

Demonstrate and apply the technical expertise to support the planning and deployment of new information management systems. Coordinate with business process owners, business systems personnel, and system integrators on requirements identification, requirements validation, vendor demonstrations, market surveys, application testing, system testing, trouble shooting, and any other coordination needed during the software engineering life-cycle process. Provide application administration support during the operations and maintenance phase of information management systems. Provide expert level project management support to various information management projects, including the preparation of written reports, project plans, schedules, meeting agendas, minutes, and briefings. Maintain project management methodologies and facilitate and administer project review forums and meetings.

Qualifications



Basic Qualifications:

- 3 years of experience with supporting IT project management activities
- 3 years of experience in managing and administering applications or databases
- 3 years of experience in a Records and Information Management (RIM) position
- Experience with Microsoft Office, Microsoft Project, and Microsoft SharePoint
- Knowledge of project management principles and software life-cycle management principles
- Knowledge of Enterprise Content Management (ECM) concepts
- BA or BS degree

Additional Qualifications:

- Experience with Microsoft SharePoint, including WSS 2.0, WSS 3.0, or Microsoft Office SharePoint Services (MOSS)
- BA or BS degree in Business, CS, Engineering, Information Sciences, Library Science, or a related field preferred; MA or MS degree in CS or Library Science a plus
- All certification, including Enterprise Content Management Practitioner (ECMp) Certification or Electronic Records Management Practitioner (ERMp) Certification
- ITIL or PMP Certification

Project Manager II

Key Role:

Provide project management support in the DoD market for all aspects of IT service-related projects, including data centers, infrastructure, and systems to build out organization and technology in support of internal investment projects that improve service level and efficiency. Provide scope and definition for developing investments, goals, benefits, and impacts on the organization and define requirements for technology projects. Interface and work with stakeholders and other groups internal and external to the team for planning activities required to reach defined goals.

Qualifications

Basic Qualifications:

- 7+ years of experience with project and program management
- Experience with managing IT systems
- Experience with managing large-scale systems
- BA or BS degree

Additional Qualifications:

- Knowledge of Microsoft Project
- Ability to translate information, develop insights, and work alongside clients at client sites
- Ability to be a self-starter and thrive in a fast-paced environment
- Possession of excellent leadership, analysis, and data gathering skills
- Possession of excellent oral and written communication skills
- BA or BS degree in related field preferred; MBA a plus
- PMP Certification preferred



Purchase Analyst I

Key Role:

Provide support to a Joint task force headquarters office with a highly visible mission to oversee the consolidation of Military healthcare in the National Capital Region and ensure the effective and efficient delivery of world-class health care in the region. Perform in a professional team environment and complete both individual and team tasks in various areas, including contract management, deliverables tracking, performance management, contract administration, contract financial management, and consulting, advisory, and assistance services. Assist the government with administration and management of the multimillion dollar initial outfitting and transition contract. Contribute with teammates on quick-turn• around, complex, high visibility issues and lead support tasks with assistance from other team members. Develop basic knowledge of the Federal Acquisition Regulation (FAR), the Defense Federal Acquisition Regulation Supplement (DFARS), and other acquisition related regulations and policies , to assist the client with acquisition and contracting related issues. Work. directly with clients to comprehend requirements and generate client-ready deliverables and complete research, data gathering, problem-solving, data analysis, data interpretation, and process and issue conceptualization. Strengthen capabilities to develop advanced consulting and functional skills through performance and team interaction.

Qualifications

Basic Qualifications:

- 3+ years of experience with working in a professional environment
- 1+ years of experience with consulting or federal government contracting
- Experience with Microsoft Office, including Word, Excel, and PowerPoint
- Knowledge of federal government acquisition or contracting, including Federal Acquisition Regulation (FAR) or Defense Federal Acquisition Regulation Supplement (DFARS)
- Ability to work independently and in a team environment
- BA or BS degree

Additional Qualifications:

- Experience as a Federal Government Contract Specialist, including GS-1102
- Experience with the Military Health System (MHS) or other Health Care environment
- Ability to gather, analyze, conceptualize, and interpret quantitative and qualitative information to support problem-solving approaches
- Possession of excellent oral and written communication skills, including demonstrated experience with oral presentations
- BA or BS degree in Business, Public Policy, or related field

Purchase Analyst II

Key Role:

Provide direct program management support to a large Army Project Management Office (PMO) or Program Executive Office (PEO). Develop DoD 5000 documentation, safety regulatory reporting requirements, and provide acquisition insight and advice. Prepare DoD 5000 required documents, including Acquisition Program Baseline (APB)



and Acquisition Strategy. Ensure timely coordination and completion of all activities required for a favorable milestone decision. Perform analysis of project performance, including earned value management (EVM), schedule analysis, prime contractor oversight, and risk management.

Qualifications

Basic Qualifications:

- 6+ years of experience in managing programs and projects with the IAW DoD 5000 series
- Experience with managing projects focused on defense acquisition and development
- Experience with consulting
- Knowledge of Microsoft Office products, including Word, Excel, PowerPoint, and Visio
- Knowledge of the defense acquisition system and FAR
- BA or BS degree

Additional Qualifications:

- Experience with OSD and acquisition oversight agencies
 - Knowledge of life-cycle management support of large and complex IT or major weapon system
 - Possession of excellent organization, time management, and collaboration skills
 - Possession of excellent oral and written communication skills
 - Possession of excellent client relationship skills
-

Quality Assurance Specialist

Key Role:

Provide independent review, analysis, and verification to ensure existence and adherence to quality processes and best practices relative to hardware and software installation in support of standards that meet mission requirements. Administer change control process for zero defect software development and ensure adequate product testing prior to implementation. Collect, measure, analyze, and report data in support of quality acceptance.

Qualifications

Basic Qualifications:

- 2+ years of experience with systems engineering, integration, and installation
- Knowledge of construction requirements, including electrical, mechanical, and HVAC
- Ability to review design documentation and validate equipment deployment plans
- BA or BS degree

Additional Qualifications:

- BA or BS degree in Engineering or a related field
-

Senior Data Technician

Key Role:

Strong technical skills with Data Modeling, Data Architecture and Integration. Solid understanding of Data Warehouses, Data Marts, ODS, MOM methodologies and life cycle as well as ETL and MOM technologies. Hands-on experience with ETL, CDC and ESB tools such as DataStage, Shareplex a plus. Strong knowledge of the Asset Management industry and how the business operates. Ideally the candidate will come from another asset management firm. Strong Client relationship skills. This individual needs to be smart and articulate and will interface with the business.

Qualifications

Basic Qualifications

- Master's degree in software or systems engineering, computer science, information systems management or the equivalent
- At least 10 years progressive experience in Data Architecture disciplines, i.e., data modeling, architecture and integration
- Proven experience in developing and delivering data-related financial solutions aligned with an overall data architecture
- Experience in developing and implementing an Investment Data delivery architecture plan, standards and guidelines, software development methodologies and strategic plans
- Comprehensive understating of the financial services industry including diverse asset classes (equities, fixed income, derivatives) data lifecycle. Understanding of Asset Management a plus
- Knowledge of a variety of tools, technologies and capabilities relating to the creation, dissemination and calculation of financial-related data
- Experience in developing data movement/ data integration standards and architecting scalable service oriented solutions
- Solid understanding of transaction and information systems, data warehouses, data marts, ODS, MOM methodologies and life cycle as well as ETL and MOM technologies
- Strong facilitation skills to engage subject matter experts to define data requirements and conduct data modeling design reviews with project teams
- Strong analytical and problem solving skills
- Excellent verbal and written communication skills, able to explain and document the Data Architecture to diverse audiences (technical, business etc.)
- Highly self-directed and able to manage and prioritize multiple concurrent and competing challenges, issues, ambiguities, and contradictions

Senior Document Clerk

Key Role:

Manages the documentation department in accordance with organizational policies and goals. Develops standard documentation methods to effectively communicate product concepts and use. Ensures any necessary internal process documentation. May require an associate's degree or its equivalent and at least 7 years of experience in the field or in a



related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.

Qualifications

Basic Qualifications:

- Manage the loading, formatting, verification and distribution of customer/internal data packages Manage resolution of discrepancies identified between customer and internal documentation
 - Lead the development of activity reports identifying the cost of Documentation Control
 - Manage the control and direction of the documentation control staff in storing, retrieving, updating, and reproducing engineering and manufacturing documents
 - Lead analysis, problem resolution and completion of all documentation necessary to the successful completion of the production assembly process
 - Lead the identification and documentation of more efficient process for control of documentation
 - Manage system integrity reports and resolve discrepancies
 - Generate, maintain and improve department metrics
 - Lead the connectivity and training of customer and electronic data management tools
 - Will provide leadership and coaching to direct staff employees
-

Systems Analyst I

Key Role:

Perform as a systems and intelligence analyst subject matter expert (SME) in support of numerous intelligence and information operations (10) programs and projects. Develop training, CONOPS, and TIPs in support of deployed 10 and intelligence analysts. Test and integrate software for the Cryptologic Unified Build (CUB), SCI GCCS-M, and SSEE Increments E and F software baselines, with heavy concentration on 10, intelligence, track management, and geospatial and imagery applications. Research capabilities, conduct requirements analysis, and provide system and software design support for software baselines. Provide analytical and training support to ongoing research and development efforts. Work to develop a 10 and C4ISR business base in the San Diego area.

Qualifications

Basic Qualifications:

- 15+ years of experience with supporting information or intelligence operations
- 10+ years of experience with systems and intelligence analysis
- 10+ years of experience with requirements, collection, processing, analysis, and report generation
- Experience with track management using a GCCS-based systems
- Knowledge of current C4ISR, SIGINT, and 10 collection systems
- Ability to apply the basic hardware and software skills needed to perform in a systems development environment
- Ability to test, evaluate, and integrate C4ISR, SIGINT, and 10 developed software
- AA or AS degree required

Additional Qualifications:

- Experience with working Federal contracts and other services
- Knowledge of the system development life-cycle



Systems Analyst II

Key Role:

Develop and implement processes and procedures for tuning and managing Host Based Management System (HBSS) in order to maintain client security posture in compliance with applicable Navy CTOs and best practices. Develop and implement HBSS change control processes and procedures and coordinate with appropriate Program Management Office (PMO) as applicable. Develop coordination process with Computer Network Defense (CND) analysis and incident reporting.

Qualifications

Basic Qualifications:

- 5+ years of experience with providing Information Assurance or IT support
- 2+ years of experience with HBSS Administration
- Experience with configuration management
- BA or BS degree
- DoD 8570 IAT Level II Certification in Microsoft Windows Computing Environment, or the ability to obtain certification within six months of hire

Additional Qualifications:

- Experience with CND and intrusion analysis
 - DoD 8570 Certification for CND Analyst
 - DISA-provided HBSS Administrator Certification, Advanced HBSS Administrator training course completion, or equivalent McAfee training
-

Systems Architect

Key Role:

Identify, analyze, and define systems IT needs. Apply knowledge of enterprise IT needs to design improved processes, generate valid requirements, and ensure these are consistent with the enterprise technical architecture. Act as an advisor to IT system engineers and propose changes to the enterprise technical architecture based on analysis of requirements and new technology. Work with appropriate parties to resolve discrepancies between proposed IT systems and enterprise quality and security standards.

Qualifications

Basic Qualifications:

- 10 years of experience with working in systems integration and IT architecture planning, design, and development
- Experience with environments where IT services are internally managed and provided or where services are provided by a third-party service provider
- BA or BS degree required

Additional Qualifications:

- Experience in environments with multiple networks and multiple security domains
- Experience with developing strategic plans
- Experience with business requirements gathering and analysis



- Experience with systems design and development
 - Experience with project planning and management
 - Ability to effectively prioritize and execute tasks in a high-pressure and constantly changing environment
 - Possession of excellent analytical, conceptual, and problem-solving skills
 - MA or MS degree preferred
-

Systems Engineer I

Key Role:

Provide technical and thought leadership in the area of test and evaluation systems design, implementation, integration, and ongoing systems maintenance support. Leverage experience with architecture development and technology insertion to advise clients on systems design. Monitor multiple projects, work with staff to ensure deadlines are met, and brief operational systems and project statuses to senior management.

Qualifications

Basic Qualifications:

- 15+ years of experience with systems engineering and design
- Experience with developing and reviewing arrangements of systems level architectures, requirements, and designs
- BA or BS degree

Additional Qualifications:

- Knowledge of JMETC and TENA as it applies to distributed testing
 - Knowledge of instrumentation, sensors, networks, and software development
 - Possession of excellent oral and written communication skills
 - BA or BS degree in a technical field preferred; MS degree in a technical field a plus
 - INCOSE Systems Engineering Certification
-

Systems Engineer II

Key Role:

Provide consultation support to clients in their efforts to analyze IT systems. Gather requirements, assess the state of the legacy system, identify opportunities for improvement, create a plan of action, and implement solutions. Comprehend the business implications of the application of technologies to the current and future systems environments. Conduct research and evaluate technological concepts and tools for technical feasibility on Military systems applications. Gather system requirements, analyze architecture designs, and perform functional performance analyses on technologies that can be leveraged on legacy systems. Develop plans and concepts to integrate capabilities into the enterprise using sound system engineering processes and practices. Research, design, Implement, and troubleshoot information systems and technology solutions in support of business needs.

Qualifications

Basic Qualifications:

- 2+ years of experience with systems engineering and SDLC in the government consulting industry
- 1+ years of experience with requirements analysis, systems analysis, and configuring systems
- BS degree required



- Experience in supporting enterprise class applications in production environments
 - Experience with Software as a Service
 - Experience with the DoD
 - Ability to translate information, develops insights, and work alongside a client
 - Possession of excellent oral and written communication skills
 - BS degree in CS, MIS, or a related technical discipline
 - Microsoft MCSE Certification
-

Technical Writer I

Key Role:

Provide administrative support to Navy clients on data-centric projects. Write and edit documents and catalog and version documents and versioning based on configuration management processes. Assist with the collection and organization of information. Review technical literature for content, coverage, and clarity. Support leadership briefings by developing Microsoft PowerPoint presentations as required.

Qualifications

Basic Qualifications:

- 1+ years of experience with advanced word processing, including formatting, numbering, document merging, and versioning
- 1+ years of experience with Microsoft Office
- BA or BS degree required

Additional Qualifications:

- Experience with the Navy
 - Experience with Microsoft Visio
 - CAPM Certification
-

Technical Writer II

Key Role:

Plan and prepare technical data for major publications projects. Analyze requirements, develop source material, consult engineering and technical staff, and work with editors and illustrators in preparing a draft. Obtain and interpret necessary data, drawings, and specifications through research and contact with technical staff. Provide guidance and direction in the areas of quality, graphics, coverage, format, and style. Ensure adherence to specifications. Demonstrate the ability to participate in client review of technical documents and provide work leadership for junior staff.

Qualifications

Basic Qualifications:

- 5+ years of experience in a professional environment
- 2+ years of experience as a technical editor or writer for the Intelligence Community
- BA or BS degree required



Additional Qualifications:

- 5 years of experience in working with the Intelligence Community preferred
 - MA or MS degree a plus
-

Training Specialist

Key Role:

Provide expertise in the areas of strategic planning, workforce analysis and development, training requirements, needs analysis, and planning to a federal government client. Manage the development of staff training and career development for the client. Develop strategies that leverage instructional design and workforce development models to provide enduring learning and performance solutions for the clients.

Qualifications

Basic Qualifications:

- 7+ years of experience in the US Air Force or DoD with strategic planning, workforce analysis and development, training requirements, needs analysis, and planning
- Knowledge of workforce and leadership planning and development
- Knowledge of training needs analysis and training plan development
- Knowledge of AETC training requirements
- Knowledge of MS Office
- BA or BS degree

Additional Qualifications:

- Experience with scheduling, tracking, and managing staff development activities
 - Experience with strategic planning
 - Experience with project management
-

Training Specialist II

Key Role:

Lead a team charged with the implementation of an enhanced AF-DCGS instructor qualification course to meet operational requirements. Develop or refine the implementation plan identifying key milestones and measures of effectiveness.

Coordinate with AETC DCGS FTU on instructor TIPs to improve the AF-DCGS training system and instructor skill sets. Facilitate the test and review of potential solutions to AF-DCGS training deficiencies and ID solutions and present validated solutions to AFISRA and 480 ISR WG. Coordinate the management and development of emerging training technologies.

Qualifications

Basic Qualifications:

- 10 years of experience with supporting US government intelligence agencies and units
- Experience with AF-DCGS operations or related sister service DCGS units
- Experience with instructor training systems and processes and syllabi
- BA or BS degree required



- Experience with Military Air Force intelligence
 - Experience with training planning
 - Ability to work effectively in a team
 - Possession of excellent interpersonal skills
-

Virtualization Specialist I

Key Role:

The Engineer shall be proficient in IT implementations of tiered storage systems and technology to provide design engineering security and operational support and troubleshoot technical aspects of an enterprise-wide document and records management system. This includes an understanding of how all components connect to and integrate with the enterprise network including the EMC VMAX series EMC Celerra NAS EMC Centerra Archival component EMC Virtual Library EMC replistore Server Cluster software application Server Virtualization applications Red Hat Linux environments Oracle database components Microsoft Active Directory environment parameters information lifecycle management software applications and all other enterprise and storage platform and application system components.

Qualifications

Basic Qualifications:

- Design develop and deploy the lab environment to facilitate self-provisioning if requested and to test production systems such as the disaster recovery model for the production VM systems
 - Design develop and deploy the VMWare servers
 - Design develop and deploy VM solutions to support District remote or direct connection via WAN to file shares or COOP operations
 - AA or AS Degree
 - 3+ years of experience with the implementation and operational support of all aspects of a Virtualization Infrastructure, to include such platforms as VMware.
-

Virtualization Specialist II

Key Role:

Provide federal government clients with assistance in designing, evaluating, and configuring a server virtualization program and related IT infrastructure. Provide server virtualization architecture analysis and design, capability review, vendor selection, and project support. Apply in-depth working knowledge of intelligence platform operating systems, including Windows and Linux, server virtualization software virtualization infrastructure management, and physical to virtual transformation processes.

Qualifications

Basic Qualifications:

- 5 years of experience as an open systems administrator, architect, pre-sales engineer, or customer service engineer
- 3 years of experience with server virtualization and subsystems configuration and architecture
- 2 years of experience with IP networking or enterprise storage networking
- Experience with server template creation and testing
- Experience with enterprise storage, databases, and IP networking as it relates to server virtualization
- BA or BS degree



Additional Qualifications:

- Experience with creating integration proofs from concepts and prototypes
 - Experience with enterprise data center load balancing, continuity of operations, and storage network virtualization

 - Ability to troubleshoot host and network performance issues
 - Ability to evaluate and coordinate server farm virtualization
 - Ability to configure IP network routing and protocols
 - Possession of excellent oral and written communication skills
 - BA or BS degree in IT or an Engineering related field
 - VMware Certified Professional (VCP) Certification
 - ITIL, CMMI, PMP,MCSE, or CCNP Certifications
-

Virtualization Specialist III

Key Role:

Requirements gathering, Microsoft Windows systems integration, enterprise systems architecting, disaster recovery, design/implementation. Windows based Servers, Databases, storage area networks (SAN's), and other platform services support, ensuring that strict technical performance specifications and customer expectations are met/exceeded. Maintenance of Windows based Server and Storage hardware, software and service levels by rigorous and effective testing and evaluation processes prior to roll out or deployment of new hardware/software into the network. Ensure seamless integration of new Windows based Server and Storage components and systems in a VMWARE ESX environment. Provide technical implementation and support functions, including on-call services for Enterprise Server, Storage and related platform matters. Advanced troubleshooting and resolution of Server, Storage and related platform problems. Requirements gathering, project management/documentation. Management of VMWARE ESX environment, HA Cluster, VMOTION, VSTORAGE, Lab Manager, VDI.

Qualifications

Basic Qualifications:

- Bachelor's Degree in Science, Math, Engineering
 - 5-8 years of experience
 - Enterprise Infrastructure experience
 - Windows Active Directory, Windows and SQL Design/Implementation experience
 - Experience with DHCP, DNS, WINS
 - SAN Design/Implementation experience (NetApp a plus)
 - Virtualization with VMWARE products is REQUIRED
-

Further, both parties recognize that, on occasion, there may be a need to waive the requirements in order to use the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the task order contracting officer or contracting officer technical representative. If such a waiver is included in our proposal, award of said proposal shall be deemed a grant of the waiver.



APPENDIX C LABOR RATES

Service Proposed	Pricing with IFF
Applications Programmer - Mid	\$ 110.87
Applications Programmer - Senior	\$ 130.96
App's Maint. & Graphics Spec. I	\$ 65.36
App's Maint. & Graphics Spec. II	\$ 83.50
App's Maint. & Graphics Spec. III	\$ 104.91
Business Analyst I	\$ 79.10
Business Analyst II	\$ 101.81
Business Analyst III	\$ 123.01
Cloud Computing Architect	\$ 198.88
Configuration M'gem't Specialist	\$ 144.03
Contract Specialist I	\$ 79.10
Contract Specialist II	\$ 101.81
Contracts Manager	\$ 123.01
Cyber Defense Specialist I	\$ 123.21
Cyber Defense Specialist II	\$ 140.05
Cyber Defense Specialist III	\$ 152.29
Data Lifecycle Management Engineer I	\$ 94.20
Data Lifecycle Management Engineer II	\$ 107.65
Data Lifecycle Management Engineer III	\$ 122.45
Data Modeler Jr.	\$ 109.67
Data Modeler Mid	\$ 124.88
Data Modeler Sr.	\$ 148.14
Data Technician	\$ 53.19
Database M'gement Specialist, Jr.	\$ 112.75
Database M'gement Specialist, Mid	\$ 130.96
Database M'gement Specialist, Sr.	\$ 155.07
Document Center Supervisor	\$ 80.28
Document Clerk	\$ 53.19
Document Processor	\$ 53.19
Documentation Specialist	\$ 65.97
Finance/Accounting Analyst, Jr.	\$ 96.78
Finance/Accounting Analyst, Mid	\$ 107.64
Functional Expert I	\$ 206.25



Service Proposed	Pricing with IFF
Infrastructure Specialist	\$ 128.11
IT Technician I	\$ 53.19
IT Technician II	\$ 66.65
IT Technician III	\$ 79.87
IT Technician IV	\$ 101.33
Management Consultant	\$ 216.81
Network Engineer, Jr.	\$ 122.98
Network Engineer, Mid	\$ 130.98
Network Engineer, Senior	\$ 142.03
Planning Specialist I	\$ 62.96
Planning Specialist II	\$ 75.94
Planning Specialist III	\$ 88.08
Principal Systems Architect	\$ 171.30
Program Manager/Director	\$ 254.04
Project Lead / Team Lead	\$ 128.94
Project Manager	\$ 156.03
Project Manager II	\$ 189.69
Purchase Analyst I	\$ 79.10
Purchase Analyst II	\$ 101.81
Quality Assurance Specialist	\$ 126.03
Senior Data Technician	\$ 66.65
Senior Document Clerk	\$ 65.97
Systems Analyst I	\$ 125.10
Systems Analyst II	\$ 137.65
Systems Architect	\$ 152.78
Systems Engineer I	\$ 154.77
Systems Engineer II	\$ 179.72
Technical Writer I	\$ 97.50
Technical Writer II	\$ 110.45
Training Specialist	\$ 79.85
Training Specialist II	\$ 101.29
Virtulization Specialist I	\$ 112.99
Virtulization Specialist II	\$ 126.69
Virtulization Specialist III	\$ 148.58