GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/PRICE LIST

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

SCHEDULE TITLE: Multiple Award Schedule: Large Category: Information Technology; Subcategory: IT Services

CONTRACT NUMBER: GS-35F-0464L

CONTRACT PERIOD: June 19, 2001 to June 18, 2021

Price List Current through Modification PO-0038, Effective date May 19, 2020

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

CONTRACTOR: Dynology Corporation
8000 Towers Crescent Drive, Suite 1525
Vienna, VA 22182.
Phone number: 703-917-7905
Fax number: 703-934-7023
Email: John.lord@dynology.com
Internet: www.dynology.com

BUSINESS SIZE: Small Business, Veteran Owned Small Business

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBER (SIN)

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technical Professional Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED ITEM

<table>
<thead>
<tr>
<th>SIN</th>
<th>PRODUCT NO.</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Administrative Support</td>
<td>$41.16</td>
</tr>
</tbody>
</table>

1c. HOURLY RATES: See Price List

2. MAXIMUM ORDER*:

54151S $500,000 per order per SIN

*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, contract 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: $100.00

4. GEOGRAPHIC COVERAGE: Worldwide
5. **POINT(S) OF PRODUCTION:** US

6. **DISCOUNT FROM LIST PRICES:**
   a. All prices included herein are NET. Discounts have been deducted.
   b. 1% discount for using Government Purchase Card

7. **QUANTITY DISCOUNT(S):** None

8. **PROMPT PAYMENT TERMS:** 2% - 20 days from receipt of invoice or date of acceptance, whichever is later.

9a. **GOVERNMENT PURCHASE CARDS MUST BE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD.**

9b. **GOVERNMENT PURCHASE CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD.**

10. **FOREIGN ITEMS:** See price list pages

11a. **TIME OF DELIVERY:** 30 Days ARO

11b. **EXPEDITED DELIVERY:** Contact Contractor

11c. **OVERNIGHT AND 2-DAY DELIVERY:** Contact the Contractor for rates.

11d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor’s representative to effect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **FOB POINT:** Destination

13a. **ORDERING ADDRESS:** Dynology Corporation, 8000 Towers Crescent Drive, Suite 1525, Vienna, VA 22182

13b. **ORDERING PROCEDURES:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (PBA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3

14. **PAYMENT ADDRESS:** Dynology Corporation, 8000 Towers Crescent Drive, Suite 1525, Vienna VA 22182

15. **WARRANTY PROVISION:** SIN 54151S Standard Commercial Warranty

16. **EXPORT PACKING CHARGES:** N/A.

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** (any thresholds above the micro-purchase level). Dynology Corporation will accept payment by the Government Purchase Card.

18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** N/A

19. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A.

20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LIST AND ANY DISCOUNTS FROM THE LIST PRICES (IF APPLICABLE):** Not offered

20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A

21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A

22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A

23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A

24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g., recycled content, energy efficiency, and/or reduced pollutants):** None

24b. **SECTION 508 COMPLIANCE FOR EIT:** www.dynology.com
25. DUNS NUMBERS: 16-081-2439

26. NOTIFICATION REGARDING REGISTRATION IN System for Award Management: Registration is current.
<table>
<thead>
<tr>
<th>Labor Categories</th>
<th>GSA Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Manager</td>
<td>$129.14</td>
</tr>
<tr>
<td>Senior Application Developer</td>
<td>$127.80</td>
</tr>
<tr>
<td>Application Developer</td>
<td>$118.38</td>
</tr>
<tr>
<td>Senior Database Administrator</td>
<td>$102.24</td>
</tr>
<tr>
<td>Database Administrator</td>
<td>$91.48</td>
</tr>
<tr>
<td>Senior Business Analyst</td>
<td>$86.90</td>
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<tr>
<td>Business Analyst</td>
<td>$73.18</td>
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<tr>
<td>Telecommunications Manager</td>
<td>$129.14</td>
</tr>
<tr>
<td>Telecommunications Technician</td>
<td>$53.81</td>
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<tr>
<td>Administrative Support</td>
<td>$41.16</td>
</tr>
<tr>
<td>Information Technical Consultant</td>
<td>$158.03</td>
</tr>
<tr>
<td>Principal BPR Specialist</td>
<td>$142.20</td>
</tr>
<tr>
<td>Senior Counterintelligence Specialist/Analyst</td>
<td>$88.13</td>
</tr>
<tr>
<td>Counterintelligence Specialist/Analyst</td>
<td>$74.16</td>
</tr>
<tr>
<td>Computer Security Systems Engineer</td>
<td>$118.21</td>
</tr>
<tr>
<td>Senior Information Assurance/Security Specialist</td>
<td>$123.41</td>
</tr>
<tr>
<td>Position</td>
<td>Hourly Rate</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Security Specialist</td>
<td>$53.40</td>
</tr>
<tr>
<td>Senior Scientist/Subject Matter Expert</td>
<td>$219.86</td>
</tr>
<tr>
<td>Senior Engineer</td>
<td>$150.06</td>
</tr>
</tbody>
</table>
LABOR CATEGORY DESCRIPTIONS

PROGRAM MANAGER

Minimum/General Experience: Ten or more years of management experience in the analysis, planning, design, development, implementation and support of various ADP, telecommunication and hardware systems. Proficient in program, financial and resources management, logistics support and acquisition/development of systems and equipment. Proficient in automated government acquisition and contract management processes. Significant experience in planning, monitoring and tracking government contract activities, including prime and subcontractor activities and deliverables.

Functional Responsibility: Provides senior level program management of individual or major task(s) of government contracts. Organizes and supervises technical expertise in logistics, training, financial management, human resource management, configuration management, analysis, acquisition, operations control, quality control, ADP and/or telecommunication systems to support contract efforts. Utilizes various software programs to keep track of procurement, budget, quality control and administrative processes and to prepare progress reports on contract activities. Directs the design, formulation, implementation, operation and maintenance of various systems, equipment and procedures to meet contract requirements. Oversees planning, direction and coordination of work activity for technical staff involved in structured systems analysis, design, programming, and testing of various ADP, telecommunication and hardware systems.

Minimum Education: Advanced degree, a Bachelor’s degree with at least 10 years relevant experience, or Associate degree with 15 years relevant experience in computer science, information systems, business administration, finance, accounting, engineering or a related field.

SENIOR APPLICATION DEVELOPER

Minimum/General Experience: Eight or more years of management experience in the analysis, planning, design, development, installation and support of integrated systems. Experienced in program, financial and resources management, engineering support and acquisition/development of systems and equipment. Experienced in automated government acquisition and contract management processes. Demonstrated experience in planning, monitoring and tracking government contract activities, including prime and subcontractor activities and deliverables.

Functional Responsibility: Provides program management of individual government contracts or comprehensive tasks thereof. Oversees the research, development, design, installation and testing of integrated systems of personnel, materials, machinery and equipment to ensure conformity to functional specifications and client requirements. Conducts and coordinates program activities designed to provide technology that ensure effective and economical support of products, systems or equipment. Manages the analysis of contractual commitments, customer specifications, design changes and other data to plan and develop program activities throughout the product life-cycle. Determines support milestones and anticipates problems arising from inadequate resources and other factors. Utilizes computer-assisted engineering and design software and equipment to perform
engineering tasks. Coordinates the operation, maintenance, repair and testing of equipment and systems in field installations. Oversees the development and conduct of tests to evaluate equipment safety levels and recommends measures to reduce or eliminate hazards. Coordinates technical staff in employing test control apparatus and equipment and determining methods, procedures and conditions for testing applicable products or systems. Manages special research or technical studies critical to support functions, utilizing computer techniques for analysis or simulation. Oversees the preparation of handbooks, bulletins and information systems to provide support. Utilizes various software programs to track procurement, budget, quality control and administrative processes and to prepare progress reports on contract activities. Provides planning, direction and coordination of work activity for technical staff involved in structured systems analysis, design, programming and testing of various integrated systems.

**Minimum Education:** Advanced degree, a Bachelor’s degree with at least eight years relevant experience, Associate degree with 10 years relevant experience or High School degree with 15 years relevant experience in an engineering or a related field.

**APPLICATION DEVELOPER**

**Minimum/General Experience:** Six or more years of management experience in the analysis, planning, design, development, installation and support of integrated systems. Experienced in program, financial and resources management, engineering support and acquisition/development of systems and equipment. Experienced in automated government acquisition and contract management processes. Demonstrated experience in planning, monitoring and tracking government contract activities, including prime and subcontractor activities and deliverables.

**Functional Responsibility:** Provides program management of individual government contracts or comprehensive tasks thereof. Oversees the research, development, design, installation and testing of integrated systems of personnel, materials, machinery and equipment to ensure conformity to functional specifications and client requirements. Conducts and coordinates program activities designed to provide technology that ensure effective and economical support of products, systems or equipment. Manages the analysis of contractual commitments, customer specifications, design changes and other data to plan and develop program activities throughout the product life-cycle.Determines support milestones and anticipates problems arising from inadequate resources and other factors. Utilizes computer-assisted engineering and design software and equipment to perform engineering tasks. Coordinates the operation, maintenance, repair and testing of equipment and systems in field installations. Oversees the development and conduct of tests to evaluate equipment safety levels and recommends measures to reduce or eliminate hazards. Coordinates technical staff in employing test control apparatus and equipment and determining methods, procedures and conditions for testing applicable products or systems. Manages special research or technical studies critical to support functions, utilizing computer techniques for analysis or simulation. Oversees the preparation of handbooks, bulletins and information systems to provide support. Utilizes various software programs to track procurement, budget, quality control and administrative processes and to prepare progress reports on contract activities. Provides planning, direction and coordination of work activity for technical staff involved in structured systems analysis, design, programming and testing of various integrated systems.
Minimum Education: Advanced degree, a Bachelor’s degree with at least six years relevant experience, Associate degree with 8 years relevant experience or High School degree with 10 years relevant experience in an engineering or a related field.

**SENIOR DATABASE ADMINISTRATOR**

Minimum/General Experience: Must have a minimum of six years general experience in systems analysis or programming including four years of DBMS. Database technical courses required.

Functional Responsibility: Evaluates and designs existing or proposed systems to structure and access databases. Analyzes database requirements of the user department, applications programming, and operations. Submits recommendations for solutions that require definition of the physical structure and functional capabilities of databases and require data security and data backup/recovery specifications. Proposes detailed specifications and flowcharts and coordinates installation of revised or new systems.

Minimum Education: Advanced degree, a Bachelor’s degree with at least six years relevant experience, Associate degree with 8 years relevant experience or High School degree with 10 years relevant experience in an engineering or a related field.

**DATABASE ADMINISTRATOR**

Minimum/General Experience: Must have a minimum of four years general experience in systems analysis or programming including two years of DBMS. Database technical courses required.

Functional Responsibility: Evaluates and designs existing or proposed systems to structure and access databases. Analyzes database requirements of the user department, applications programming, and operations. Submits recommendations for solutions that require definition of the physical structure and functional capabilities of databases and require data security and data backup/recovery specifications. Proposes detailed specifications and flowcharts and coordinates installation of revised or new systems.

Minimum Education: Advanced degree, a Bachelor’s degree with at least four years relevant experience, Associate degree with 6 years relevant experience or High School degree with 8 years relevant experience in an engineering or a related field.

**SENIOR BUSINESS ANALYST**

Minimum/General Experience: Eight or more years of management experience in the planning, design, development, implementation and support of various ADP and telecommunications software programs. Highly experienced in program, financial, and resources management, logistics support and acquisition/development of computer systems and equipment. Highly experienced in automated
government acquisition and contract management processes. Demonstrated experience in planning, monitoring and tracking government contract activities, including prime and subcontractor activities and deliverables.

**Functional Responsibility:** Provides senior level program management of individual or major tasks of government contracts. Directs systems analysis and design in the development, implementation and documentation of various in-house and/or on-site client based customized software programs. Oversees the review and analysis of functional specifications leading to design modules and program specification requirements. Coordinates the planning and analysis of software requirements to determine feasibility of design within time and cost constraints. Supervises the implementation, documentation, testing, operation and maintenance of program modules. Consults with hardware engineers and other technical staff to evaluate interface between hardware and software and operational and performance requirements of overall systems. Supervises the installation of software programs and systems. Utilizes various software programs to track procurement, budget, quality control and administrative processes and to prepare progress reports on contract activities. Oversees the planning, direction, and coordination of work activity for technical staff involved in structured systems analysis, design, programming and testing of various ADP and telecommunication systems.

**Minimum Education:** Advanced degree, a Bachelor’s degree with at least 8 years relevant experience, or Associate degree with 10 years relevant experience in computer science, information systems, business administration, finance, accounting, engineering or a related field.

**BUSINESS ANALYST**

**Minimum/General Experience:** Six or more years of management experience in the planning, design, development, implementation and support of various ADP and telecommunications software programs. Highly experienced in program, financial, and resources management, logistics support and acquisition/development of computer systems and equipment. Highly experienced in automated government acquisition and contract management processes. Demonstrated experience in planning, monitoring and tracking government contract activities, including prime and subcontractor activities and deliverables.

**Functional Responsibility:** Provides senior level program management of individual or major tasks of government contracts. Directs systems analysis and design in the development, implementation and documentation of various in-house and/or on-site client based customized software programs. Oversees the review and analysis of functional specifications leading to design modules and program specification requirements. Coordinates the planning and analysis of software requirements to determine feasibility of design within time and cost constraints. Supervises the implementation, documentation, testing, operation and maintenance of program modules. Consults with hardware engineers and other technical staff to evaluate interface between hardware and software and operational and performance requirements of overall systems. Supervises the installation of software programs and systems. Utilizes various software programs to track procurement, budget, quality control and administrative processes and to prepare progress reports on contract activities. Oversees the planning, direction, and coordination of work activity for technical staff involved in structured systems analysis, design, programming and testing of various ADP and telecommunication systems.
Minimum Education:  Advanced degree, a Bachelor’s degree with at least 6 years relevant experience, or Associate degree with 8 years relevant experience in computer science, information systems, business administration, finance, accounting, engineering or a related field.

TELECOMMUNICATIONS MANAGER

Minimum/General Experience:  Six years proven program/project management, including at least three years of ADP, telecommunications, or other advanced technology systems management experience. Must be capable of leading programs that involve the successful management of teams composed of information technology professionals and/or other technical disciplines who have been involved in analysis, design, integration, testing, documenting, converting, extending and implementing automated information and/or other advanced technology systems. Must have proven skills relevant to the delivery/task order to be managed.


Minimum Education:  Advanced degree, a Bachelor’s degree with at least six years relevant experience, Associate degree with eight years relevant experience or High School degree with 10 years relevant experience in telecommunications, information systems, business administration, engineering or a related field.

TELECOMMUNICATIONS TECHNICIAN

Minimum/General Experience:  Working knowledge of local and wide area network (LAN/WAN) administration including: security, system management, hardware maintenance, and performance monitoring. Skilled in wired as well as wireless technologies.

**Minimum Education:** Bachelor’s degree with at least 1 year of relevant experience, Associate degree with 2 years relevant experience or High School degree with 4 years relevant experience in telecommunications or a related field.

**ADMINISTRATIVE SUPPORT**

**Minimum/General Experience:** 6 or more years of clerical management experience in a technical or ADP environment. Proficient in the preparation of correspondence, documents and reports using various word processing and spreadsheet software programs. Significant experience in planning, monitoring, managing and teaching various administrative tasks and activities.

**Functional Responsibility:** Supervises and utilizes various word processing software programs to prepare correspondence, forms, technical data, tabular information, documents, reports and proposals following instructions. Proofreads and edits documents for grammar, spelling, punctuation and format. Directs the performance of routine administrative tasks in copying, filing, answering telephones, scheduling appointments, greeting visitors, arranging travel schedules and reservations, sorting and routing incoming mail, preparing out-going mail and packages and managing office supplies. Oversees planning, direction and coordination of work activity for clerical staff.

**Minimum Education:** High School degree or equivalent and seven years experience in administration or a related field.

**INFO TECH CONSULTANT/PRINCIPAL SYSTEMS ARCHITECT**

**Minimum/General Experience:** Ten (10) or more years of experience in the analysis, planning, design, development, installation and support of integrated systems. Leads major portions of large or medium projects, and leads small projects autonomously. Gathers facts through research, interviewing, surveys, etc. analyzes the client’s business, draws conclusions, prepares final reports and gives presentations. Uses in-depth consultative skills and business knowledge to practice business objectives and processes.

**Functional Responsibility:** Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.
Minimum Education:  Advanced degree, a Bachelor’s degree with at least ten years relevant experience, Associate degree with 8 years relevant experience or High School degree with 15 years relevant experience in an engineering or a related field.

PRINCIPAL BUSINESS PROCESSING REENGINEERING (BPR) SPECIALIST

Minimum/General Experience:  Ten (10) or more years of management experience in process improvement and reengineering methodologies and principles to conduct process modernization projects. Management and oversight experience in the analysis, planning, design, development, installation and support of integrated systems, Demonstrated experience in planning, monitoring and tracking government contract activities, including prime and subcontractor activities and deliverables.

Functional Responsibility:  Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing project teams and the facilitation of project teams in the accomplishment of project activities and objectives. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Provides daily supervision and direction to Business Process Reengineering Specialist.

Minimum Education:  Advanced degree, a Bachelor’s degree with at least ten years relevant experience, Associate degree with 8 years relevant experience or High School degree with 15 years relevant experience in an engineering or a related field.

COUNTERINTELLIGENCE SPECIALIST/ANALYST

Minimum/General Experience:  Knowledgeable of numerous search engines to obtain up-to-date open sources and classified information use in briefings. Ability to provide presentations to small and large audiences. Good communication skills, both orally and written. Proficient in PowerPoint and Excel. Great writing skills. Able to analyze raw data for trends and patterns. Able to provide logical conclusions through critical thinking. Five (5) years of experience working in a relevant field.


Minimum Education:  Associate’s degree.
COUNTERINTELLIGENCE SPECIALIST/ANALYST - SENIOR

Minimum/General Experience: Knowledgeable of numerous search engines to obtain up-to-date open sources and classified information use in briefings. Ability to provide presentations to small and large audiences. Good communication skills, both orally and written. Proficient in PowerPoint and Excel. Great writing skills. Able to analyze raw data for trends and patterns. Able to provide logical conclusions through critical thinking. Defense Counterintelligence Agents Course (DCAC) (or equivalent – i.e. - JCITA, AFOSI, NCIS, DCAC CISAC, CIOC, MAGTF-CI/HUMINT). Eight (8) years of experience working with a Government organization or industry in a relevant field.


Minimum Education: Bachelor’s degree.

COMPUTER SECURITY SYSTEMS ENGINEER

Minimum/General Experience: Experience in technology/tools specific to the target platforms. Experience with computer intrusion analysis or network security. Must have or in process of getting a security related Certification. Understand network ports and protocols, network devices, and TCP/IP. Understands vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure. Minimum of four (4) years of relevant experience.

Functional Responsibility: Performs a variety of routine project tasks applied to specialized technology problems. Tasks involve integration of electronic processes or methodologies to resolve total system problems, or technology problems as they relate to Information Assurance requirements. Conducts security assessments and security consulting services. Analyzes information security requirements. Determines enterprise information assurance and security standards. Develops and implements information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers’ requirements. Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resources demands.
Minimum Education: Bachelor’s degree.

SENIOR INFORMATION ASSURANCE/SECURITY SPECIALIST

Minimum/General Experience: Experience in technology/tools specific to the target platforms. Experience with computer intrusion analysis or network security. Must have or in process of getting a security related Certification. Understand network ports and protocols, network devices, and TCP/IP. Understands vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure. Minimum of eight (8) years of relevant experience.

Functional Responsibility: Performs analysis, design, and development of security features for system architectures. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Provides knowledge in computer and network forensics. Conducts vulnerability assessments/penetration tests of information systems. Develops, researches and maintains proficiency in tools, techniques, countermeasures and trends in computer and network vulnerabilities, data hiding, and encryption. Identifies, deters, monitors, and investigates computer and network intrusions. Provides computer forensic support to high technology investigations in the form of evidence seizure, computer forensic analysis, and data recovery.

Minimum Education: Bachelor’s degree.

SECURITY SPECIALIST

Minimum/General Experience: Knowledge of personnel security administration requirements and OPM clearance procedures. Experience with e-QIP and JPAS use and management. Ability to communicate clearly orally and in writing. Strong customer service and communication skills. Three (3) years of experience as a Personnel Security Specialist or related duties.

Functional Responsibility: Process personnel to determine the appropriate clearance level to gain access to facilities and information. Request, review, initiate, and track background investigations. Coordinate with appropriate agencies for reciprocal recognition of existing investigations and adjudications. Develop draft operating procedures and security education
material. Review and process of hiring nomination packages to determine they are complete, detect anomalies, and process for designated position sensitivity levels.

**Minimum Education:** Associate’s degree.

**ENGINEER – SR.**

**Minimum/General Experience:** Eight (8) years of experience. Experience shall include a broad range of assignments in technical tasks directly related to the proposed area of responsibility.

**Functional Responsibility:** A senior level engineer applies principles of mathematics and science to analyze, research, design, and develop technical products and systems. Engineers create new devices and products and solve technical issues. Engineers incorporate the limitations of cost, safety, and regulations into designs. They continuously research and study new technologies to apply to designs. More experienced engineers may manage other engineers or oversee technical project management processes and timelines to ensure that solutions are delivered schedule and on budget. Works independently or as part of a team.

**Minimum Education:** BS/BA in specific engineering discipline.

**SENIOR SCIENTIST/SUBJECT MATTER EXPERT**

**Minimum/General Experience:** Twelve (12) years of experience. Experience shall include a broad range of assignments in technical tasks directly related to the proposed area of responsibility.

**Functional Responsibility:** An engineer applies principles of mathematics and science to analyze, research, design, and develop technical products and systems. Engineers create new devices and products and solve technical issues. Engineers incorporate the limitations of cost, safety, and regulations into designs. They continuously research and study new technologies to apply to designs. More experienced engineers may manage other engineers or oversee technical project management processes and timelines to ensure that solutions are delivered schedule and on budget. Works independently or as part of a team.

**Minimum Education:** Master’s Degree in specific engineering/technical discipline. Ph.D. can substitute for 4 years of experience.