General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Multiple Award Schedule

Contract Number: GS-35F-0465T

Contract Period: July 1, 2017 through June 30, 2022

Federal ID # 20-0478720

SAM Registration: Registered

Socio-Economic:
Small Business
Small Disadvantaged business

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

**Contract Number:**  GS-35F-0465T  
**Contract Period:** July 1, 2017 through June 30, 2022

1a. SINS: 54151S  
1b. Lowest Rate – Helpdesk Tier I: $39.84  
1c. Hourly Rates -YES: See “GSA PRICE LIST”  
2. Maximum Order- $500,000.00  
Minimum Order- $100.00 unless the contractor agrees to accept a smaller order amount  
3. Geographic Coverage- United States  
4. Points of Production – Domestic  
5. Prices shown herein are net to the Government.  
6. Discounts- 3% or 5%  
7. Prompt Payment Terms- N/A  
9a. Acceptance of government purchase card up to micro-purchase threshold: Visa and MasterCard.  
9b. Purchase cards accepted above micro-purchase threshold.  
10. Foreign Items- None  
11a. Time of Delivery — As negotiated between Customer and the Ordering Activity.  
11b. Expedited Delivery: 24-48 hours ARO contingent upon item availability. Delivery represents shipment from facility and not to destination.  
11c. Overnight and 2-Day Delivery: Customer may call for availability and rates for overnight and 2-day delivery.  
11d. Urgent Requirements- Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.  
12. FOB Point- Destination  
13a. Ordering Address – Same as contractor  
13b. Ordering Procedures- For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage [fss.gsa.gov/schedules].  
14. Payment Address- Same as contractor  
15. Warranty Provisions- See individual model specifications for standard commercial warranty.  
16. Export Packing Charges- N/A  
17. Terms and Conditions of government purchase card acceptance: Contractor will accept government purchase card for orders of $2,500.00 or less. Contact contractor for acceptance of larger orders.  
18. Terms and conditions of rental, maintenance, and repair: N/A  
19. Terms and conditions of installation: N/A  
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A  
20a. Terms and Conditions for any other services- N/A  
21. List of service and distribution points: N / A  
22. List of participating dealers: N/A  
23. Preventive Maintenance: N/A  
24a. Environmental Attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A  
24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services at www.GSAappliances.com. The EIT standards can be at:www.Section508.gov.
25. DUNS Number-171838480
26. SAM Registration: Affirmative, registration accomplished.
27. The negotiated method for price escalation for the option periods with start of 07/01/2019 is Clause I-FSS-969 using an escalation factor 2.12%.
Contract Number: GS-35F-0465T
Contract Period: July 1, 2017 through June 30, 2022

1a. SINS: 54151HEAL
1b. Lowest Rate – Health IT Business Consultant I: $70.97
1c. Hourly Rates -YES: See “GSA PRICE LIST”
2. Maximum Order- $500,000.00
   Minimum Order- $100.00 unless the contractor agrees to accept a smaller order amount
3. Geographic Coverage- United States
4. Points of Production – Domestic
5. Prices shown herein are net to the Government.
6. Discounts- 5%
7. Prompt Payment Terms- N/A
9a. Acceptance of government purchase card up to micro-purchase threshold: Visa and MasterCard.
9b. Purchase cards accepted above micro-purchase threshold.
10. Foreign Items- None
11a. Time of Delivery — As negotiated between Customer and the Ordering Activity.
11b. Expedited Delivery: 24-48 hours ARO contingent upon item availability. Delivery represents shipment from facility and not to destination.
11c. Overnight and 2-Day Delivery: Customer may call for availability and rates for overnight and 2-day delivery.
11d. Urgent Requirements- Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.
12. FOB Point- Destination
13a. Ordering Address – Same as contractor
13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase
   Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule
   homepage (fss.gsa.gov/schedules).
14. Payment Address- Same as contractor
15. Warranty Provisions- See individual model specifications for standard commercial warranty.
16. Export Packing Charges- N/A
17. Terms and Conditions of government purchase card acceptance: Contractor will accept government purchase card for orders of $2,500.00 or less. Contact contractor for acceptance of larger orders.
18. Terms and conditions of rental, maintenance, and repair: N/A
19. Terms and conditions of installation: N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A
20a. Terms and Conditions for any other services- N/A
21. List of service and distribution points: N/A
22. List of participating dealers: N/A
23. Preventive Maintenance: N/A
24a. Environmental Attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A
24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services at www.GSAappliances.com. The EIT standards can be
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• **Job Title:** Application Architect I

**Minimum/General Experience:** Drives the translation and construction of complex business problems into innovative technology solutions within a multidisciplinary environment. Oversees the development, design, user interface, and technology integration direction, and site architecture management from definition phase through implementation. Owns the technical vision of the project; ensuring that the vision is achieved with a high level of quality. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing systems and assists in making enhancements, reducing operating time, and improving current techniques. Supervises software configuration management experience. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Application Architect II

**Minimum/General Experience:** Drives the translation and construction of complex business problems into innovative technology solutions within a multidisciplinary environment. Oversees the development, design, user interface, and technology integration direction, and site architecture management from definition phase through implementation. Owns the technical vision of the project; ensuring that the vision is achieved with a high level of quality. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing systems and assists in making enhancements, reducing operating time, and improving current techniques. Supervises software configuration management experience. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Application Architect III

**Minimum/General Experience:** Drives the translation and construction of complex business problems into innovative technology solutions within a multidisciplinary environment. Oversees the development, design, user interface, and technology integration direction, and site architecture management from definition phase through implementation. Owns the technical vision of the project; ensuring that the vision is achieved with a high level of quality. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing systems and assists in making enhancements, reducing operating time, and improving current techniques. Supervises software configuration management experience. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Business Analyst I

**Minimum/General Experience:** Analyze business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Participate in developing new product and programs; lead process design/redesign activities. Participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Support/create special ad hoc reports, database queries, and status reports. Deal with complex strategic business issues, researching and identifying inventive solutions. Build rapport with internal and external customers to elicit their business concerns and collaborate on crafting workable solutions. Monitor a evaluate performance of lenders, systems and processes. Create training and presentation materials; and deliver training and presentations as directed. Minimum 1 - 3 years of experience direct related experience.
Minimum Education: Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).

- Job Title: Business Analyst II

Minimum/General Experience: Analyze business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Participate in developing new product and programs; lead process design/redesign activities. Participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Support/create special ad hoc reports, database queries, and status reports. Deal with complex strategic business issues, researching and identifying inventive solutions. Build rapport with internal and external customers to elicit their business concerns and collaborate on crafting workable solutions. Monitor a evaluate performance of lenders, systems and processes. Create training and presentation materials; and deliver training and presentations as directed. Minimum 3 - 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

- Job Title: Business Analyst III

Minimum/General Experience: Analyze business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Participate in developing new product and programs; lead process design/redesign activities. Participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Support/create special ad hoc reports, database queries, and status reports. Deal with complex strategic business issues, researching and identifying inventive solutions. Build rapport with internal and external customers to elicit their business concerns and collaborate on crafting workable solutions. Monitor a evaluate performance of lenders, systems and processes. Create training and presentation materials; and deliver training and presentations as directed. Minimum 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

- Job Title: Business Consultant I

Minimum/General Experience: Analyze client issues surrounding technical and business workflow and the effective functioning of the business unit. Conduct qualitative and quantitative research, where appropriate, to identify and evaluate data relating to the issue or need. Consult with internal and external staff to identify their requirements and translate them into solutions that satisfy the technical or business need. Create/effect documentation to support the technical or business solution. Monitor the implementation of the solution to ensure that it achieves the desired results and meets specified client requirements. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: Business Consultant II

**Minimum/General Experience:** Able to provide expert analysis of business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Lead and participate in developing new products and programs; lead process design/redesign activities. Lead and participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Create special ad hoc reports, database queries, and status reports. Delve into complex strategic business issues, researching and identifying inventive solutions. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Business Consultant III

**Minimum/General Experience** Able to provide expert analysis of business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Lead and participate in developing new products and programs; lead process design/redesign activities. Lead and participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Create special ad hoc reports, database queries, and status reports. Delve into complex strategic business issues, researching and identifying inventive solutions. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Database Administrator I

**Minimum/General Experience:** Provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user / system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (e.g., Oracle, SQL Server, DB2, and / or Informix). Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title:** Database Administrator II

**Minimum/General Experience:** Provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user / system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (e.g., Oracle, SQL Server, DB2, and / or Informix). Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Database Administrator III

**Minimum/General Experience:** Provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user / system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (e.g., Oracle, SQL Server, DB2, and / or Informix). Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Data Architect I

**Minimum/General Experience:** Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evolving hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Data Architect II

**Minimum/General Experience:** Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evolving hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: Database Developer I

Minimum/General Experience: Able to provide expert analysis of business processes and systems identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Lead and participate in developing new products and programs; lead process design/redesign activities. Lead and participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Create special ad hoc reports, database queries, and status reports. Delve into complex strategic business issues, researching and identifying inventive solutions. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Database Developer II

Minimum/General Experience: To be part of a software development team for a large scale web based data processing system, responsible for meeting program technical, schedule and cost objectives. Specific responsibilities include: creating Oracle views; creating reports and printed materials (e.g. forms, shipping labels, barcodes) using Oracle XML Publisher; updating software design documentation; performing unit and integration testing of developed reports and printed materials; and resolving defects. Oracle XML Publisher, Strong Oracle, SQL Server, PL/SQL development experience. Excellent reports development experience. Ability to effectively communicate both verbally and in writing, perform in a technical team, and interface with the customer as needed. Experience creating and printing bar codes would be helpful. Minimum 3 - 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Database Developer III

Minimum/General Experience: To be part of a software development team for a large scale web based data processing system, responsible for meeting program technical, schedule and cost objectives. Specific responsibilities include: creating Oracle views; creating reports and printed materials (e.g. forms, shipping labels, barcodes) using Oracle XML Publisher; updating software design documentation; performing unit and integration testing of developed reports and printed materials; and resolving defects. Oracle XML Publisher, Strong Oracle, SQL Server, PL/SQL development experience. Excellent reports development experience. Ability to effectively communicate both verbally and in writing, perform in a technical team, and interface with the customer as needed. Experience creating and printing bar codes would be helpful. Minimum 7 - 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title:** Disaster Recovery Specialist III

**Minimum/General Experience:** Designs and administers programs to include policies, standards, guidelines, training programs, and a viable quality assurance process for disaster recovery. Oversees and reviews the testing and implementation of software, data systems, and data networks to ensure that the integrity and security of all electronic data and data systems are adequately protected. Facilitates the preparation of an organization-wide business resumption plan. Assists in the coordination and establishment of disaster recovery programs and business resumption planning across mainframe and client server platforms. Coordinates and monitors simulation testing across all platforms. Designs and administers programs to include policies, standards, guidelines, training programs, and a viable quality assurance process for disaster recovery. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Environmental Analyst/Production Support

**Minimum/General Experience:** An Environment Analyst / Prod. Support is needed to work with a team responsible to build IT Infrastructure, deliver and maintain test environments in support of business initiatives (projects). Specific activities and associated deliverables include: gathering environment requirements and delivering environment designs, strategy and implementation plans to build, configure and support test environments. Sound technical capabilities are required to perform these activities. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Engineer I

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Interface with business clients to analyze business and application processes and requirements and develop specifications that meet the client's business need. Participate in teams on large projects. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Engineer II

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Interface with business clients to analyze business and application processes and requirements and develop specifications that meet the client's business need. Participate in teams on large projects. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title:** Engineer III

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Interface with business clients to analyze business and application processes and requirements and develop specifications that meet the client’s business need. Participate in teams on large projects. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** IT Analyst I

**Minimum/General Experience:** Consult with assigned business area on technology issue identify necessary upgrading of the IT infrastructure to support requirements and ensure production readiness. Gather and analyze data on business requirements and document and communicate these to Systems Development staff; assist in application development, testing and analysis of the impact to other systems. Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains repairs, inspects, troubleshoots or programs systems equipment or components. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** IT Analyst II

**Minimum/General Experience:** Consult with assigned business area on technology issue identify necessary upgrading of the IT infrastructure to support requirements and ensure production readiness. Gather and analyze data on business requirements and document and communicate these to Systems Development staff; assist in application development, testing and analysis of the impact to other systems. Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains repairs, inspects, troubleshoots or programs systems equipment or components. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** IT Analyst III

**Minimum/General Experience:** Consult with assigned business area on technology issue identify necessary upgrading of the IT infrastructure to support requirements and ensure production readiness. Gather and analyze data on business requirements and document and communicate these to Systems Development staff; assist in application development, testing and analysis of the impact to other systems. Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains repairs, inspects, troubleshoots or programs systems equipment or components. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: IT Security Specialist I

Minimum/General Experience: Plan, design, implement, secure, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Developing and preparing technical security documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: IT Security Specialist II

Minimum/General Experience: Plan, design, implement, secure, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Developing and preparing technical security documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: IT Security Specialist III

Minimum/General Experience: Plan, design, implement, secure, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Developing and preparing technical security documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 7 - 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title**: Internet/Network Engineer I

**Minimum/General Experience**: Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Possess specific skills related to the Internet and applications related to the Internet and software engineering. Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education**: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title**: Internet/Network Engineer II

**Minimum/General Experience**: Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Possess specific skills related to the Internet and applications related to the Internet and software engineering. Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 3-5 years direct related experience.

**Minimum Education**: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• **Job Title**: Internet/Network Engineer III

**Minimum/General Experience**: Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Possess specific skills related to the Internet and applications related to the Internet and software engineering. Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 7-10 years direct related experience.

**Minimum Education**: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).
• **Job Title: Project Director**

**Minimum/General Experience:** The Project Director (PD) focus is to run day-to-day operational management of all activities and functions in a designated project area, either within a line or staff department and includes developing implementing and evaluating project policies, procedures and standards. Further, the role determines project service levels and/or enhancements, and develops and monitors project budgets. The Project Director provides technical advice and/or supervision to staff, other departments, and, as needed, other agencies. The PD performs related work, undefined, but relevant as required. The responsibilities continue and include directing the implementation goals, objectives, policies, procedures and work standards (where applicable) for the assigned project. This position interprets and complies with all applicable federal and state regulations. Regarding budgetary elements, t Project Director prepares, submits and justifies budget enhancement requests to the organizational director, making recommendations for, and developing a plan to carry out improvements to the project to meet changing mission parameters and requirements. The PD will review and evaluate program and service delivery, makes recommendation for and executes changes in operations to ensure maximum effective service provision, and assist in developing new project function elements. Examples of these include researching, compiling and analyzing supporting data; negotiating, developing, monitoring and administrating a variety of contracts and agreements. Minimum 12-15 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

  • **Job Title: Project Manager I**

**Minimum/General Experience:** Expert research and analyze plans, models and goals in the assigned business area; help define and structure complex business projects. Negotiate the overall scope of projects, defining concrete and measurable project deliverables. Identify the skills required for project success; assemble, organize and lead multi-functional project teams on complex business or technical projects. Monitor the project status; present project progress to internal and internal stakeholders. Minimum 1-3 years direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

  • **Job Title: Project Manager II**

**Minimum/General Experience:** Expert research and analyze plans, models and goals in the assigned business area; help define and structure complex business projects. Negotiate the overall scope of projects, defining concrete and measurable project deliverables. Identify the skills required for project success; assemble, organize and lead multi-functional project teams on complex business or technical projects. Monitor the project status; present project progress to internal and internal stakeholders. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

  • **Job Title: Project Manager III**

**Minimum/General Experience:** Expert research and analyze plans, models and goals in the assigned business area; help define and structure complex business projects. Negotiate the overall scope of projects, defining concrete and measurable project deliverables. Identify the skills required for project success; assemble, organize and lead multi-functional project teams on complex business or technical projects. Monitor the project status; present project progress to internal and internal stakeholders. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

  • **Job Title: Program Manager**
Minimum/General Experience: The Program Manager (PM) organizes and manages resources to deliver all the work required to complete an IT project within defined scope, time, and cost constraints. In addition, the Program Manager will manage activities of the program, and meeting with appropriate stakeholders, taking a lead role and working with these stakeholders to develop viable WBS and Schedule, Project Standards, Change Control Plan, Resource and Staffing Plan, Budget Plan, Risk Management Plan, and Communication Plan. The PM works additionally with the stakeholders with Review Project Methodology and approach to insure success. Furthermore it is the PM that will identify and select team members needed to complete project tasks. The Program Manager participates in the development of Request for Information as well as Request for Proposal and selection of technical vendors or contract staff. Minimum 10-12 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).
  - Job Title: Quality Assurance Specialist I

Minimum/General Experience: Under general supervision develops testing guidelines and policies, baseline requirements and test plans. Ensures developed functional software components implement baseline requirements to the fullest extent possible. Provides requirements analysis, development of test plans, procedures, scripts and reports. Responsibility: Only for specific programs assigned. Minimum 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).
  - Job Title: Quality Assurance Specialist II

Minimum/General Experience: Under general supervision develops testing guidelines and policies, baseline requirements and test plans. Ensures developed functional software components implement baseline requirements to the fullest extent possible. Provides requirements analysis, development of test plans, procedures, scripts and reports. Responsibility: Only for specific programs assigned. Minimum 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).
  - Job Title: Quality Assurance Specialist III

Minimum/General Experience: Responsible for establishing and enforcing the policies, objectives and processes necessary to achieve client requirements and policy compliance; ensuring consistent implementation of processes; monitoring and measuring the processes and results against the established requirements; and continual improving performance by measuring outcomes and recommending or adjusting organizational policies, procedure and processes. Maintain and advocate continual focus and commitment to the quality program objectives. Prepare and conduct Quality Assurance program presentations and training. Providing and recommending items for continuous improvement of processes and products. Ensure continuing compliance with the OpenBand Project Management Life-Cycle and Systems Development Life-Cycle processes and procedures. Ensure continuing compliance with the Quality Assurance Plan and all of its provisions. Provide consolidated quality reporting. Deliver a trained and capable quality capability in a timely fashion. Allocate quality resources to perform audits, evaluations and reporting. Minimum 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business)
  - Job Title: Software Engineer I

Minimum/General Experience: By using the latest tools and techniques (currently J2EE, C#/ .NET, XML, Agile
Methodologies, Web Services, EAI tools) Hands-on coding and proactively mentor developers (including p
programming) Work in highly collaborative teams that strive to build quality code and provide business value has the opportunity to work in a number of different domains in a variety of different client environments Create complex, enterprise-transforming business applications as a member of diverse, high energy teams focused on full life-cycle development through the use of Agile Methodologies. Minimum 1-3 years direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business

- **Job Title: Software Engineer II**

**Minimum/General Experience:** By using the latest tools and techniques (currently J2EE, C#/ .NET, XML Agile Methodologies, Web Services, EAI tools) Hands-on coding and proactively mentor developers (including programming) Work in highly collaborative teams that strive to build quality code and provide business value has the opportunity to work in a number of different domains in a variety of different client environments Create complex, enterprise-transforming business applications as a member of diverse, high energy teams focused on full life-cycle development through the use of Agile Methodologies. Minimum 3-5 years direct related experience.

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**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

- **Job Title: Subject Matter Expert I**

**Minimum/General Experience:** Performs system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Selects system architecture, allocates requirements and prepares specifications. Minimum 1-3 years direct related experience

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• **Job Title: Subject Matter Expert II**

**Minimum/General Experience:** Performs system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Selects system architecture, allocates requirements and prepares specifications. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Subject Matter Expert III**

**Minimum/General Experience:** Performs system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Selects system architecture, allocates requirements and prepares specifications. Minimum 7-10 years direct related experience

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Systems Administrator I**

**Minimum/General Experience:** Provide comprehensive Unix/Linux/Windows systems administration and test support their environments. Work on multiple projects simultaneously and support a broad user base; interface with users in order to resolve technical and user problems. Provide pager coverage for trouble-shooting problems twenty-four hours a day, seven days a week. Support the integration and implementation of Unix production; coordinate tests of new hardware and software; perform off-hour project maintenance work. Install and configure Sun Solaris environment; assist business users and Unix Engineers with the setup and installation of their applications and tests within the Unix environment. Minimum 1-3 years direct related experience

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Systems Administrator II**

**Minimum/General Experience:** Provide comprehensive Unix/Linux/Windows systems administration and test support their environments. Work on multiple projects simultaneously and support a broad user base; interface with users in order to resolve technical and user problems. Provide pager coverage for trouble-shooting problems twenty-four hours a day, seven days a week. Support the integration and implementation of Unix production; coordinate tests of new hardware and software; perform off-hour project maintenance work. Install an configure Sun Solaris environment; assist business users and Unix Engineers with the setup and installation of the applications and tests within the Unix environment. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• **Job Title: Systems Administrator III**

**Minimum/General Experience:** Provide comprehensive Unix/Linux/Windows systems administration and test support their environments. Work on multiple projects simultaneously and support a broad user base; interface with users in order to resolve technical and user problems. Provide pager coverage for trouble-shooting problems twenty-four hours a day, seven days a week. Support the integration and implementation of Unix production; coordinate tests of new hardware and software; perform off-hour project maintenance work. Install an configure Sun Solaris environment; assist business users and Unix Engineers with the setup and installation of the applications and tests within the Unix environment. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Systems Analyst I**

**Minimum/General Experience:** The Systems Analyst will be responsible for eliciting requirements, documenting requirements, developing detailed use cases and sequence diagrams, providing complete and unambiguous traceability from business requirements through systems requirements, to screen prototypes, and test cases. The individual will author the systems design document and will provide support for the application developers in the development of the design document. The SA will to operate and produce deliverables in a variety of environment that may include RequisitePro, UML, Visio, and Blueprint. Minimum 1-3 years direct related experience.

**Minimum Education:** Associate's Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Systems Analyst II**

**Minimum/General Experience:** The Systems Analyst will be responsible for eliciting requirements, documenting requirements, developing detailed use cases and sequence diagrams, providing complete and unambiguous traceability from business requirements through systems requirements, to screen prototypes, and test cases. The individual will author the systems design document and will provide support for the application developers in the development of the design document. The SA will operate and produce deliverables in a variety of environments that may include RequisitePro, DOORS, UML, Visio, and other Rational Products. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Systems Analyst III**

**Minimum/General Experience:** The Systems Analyst will be responsible for eliciting requirements, documenting requirements, developing detailed use cases and sequence diagrams, providing complete and unambiguous traceability from business requirements through systems requirements, to screen prototypes, and test cases. The individual will author the systems design document and will provide support for the application developers in the development of the design document. The SA will operate and produce deliverables in a variety of environments that may include Requisite Pro, DOORS, UML, Visio, and other Rational Products. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• Job Title: Systems Architect I

Minimum/General Experience: Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Codes, tests, integrate and documents software solutions. Minimum 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Systems Architect II

Minimum/General Experience: Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Codes, tests, integrate and documents software solutions. Minimum 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Systems Architect III

Minimum/General Experience: Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Codes, tests, integrate and documents software solutions. Minimum 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Technical Writer I

Minimum/General Experience: Analyze technology products and tools to develop a solid comprehension of their use and functionality and to determine how to most effectively convey that information to users. Consult with teams/business units on product usage, tools and templates, and process design. Document and depict complex project ideas, business requirements, and business process flows. Organize the professional production of written technical materials and maintain tight quality control over their appearance and timely completion. Propose and facilitate meetings to surface critical documentation needs. Maintain archives of prepared technical documentation. Minimum 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• Job Title: Technical Writer II

Minimum/General Experience: Analyze technology products and tools to develop a solid comprehension of their use and functionality and to determine how to most effectively convey that information to users. Consult with teams/business units on product usage, tools and templates, and process design. Document and depict complex project ideas, business requirements, and business process flows. Organize the professional production of written technical materials and maintain tight quality control over their appearance and timely completion. Propose and facilitate meetings to surface critical documentation needs. Maintain archives of prepared technical documentation Familiarity with Federal Government SDLC lifecycle documentation important. Minimum 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• Job Title: Technical Writer III

Minimum/General Experience: Analyze technology products and tools to develop a solid comprehension of their use and functionality and to determine how to most effectively convey that information to users. Consult with teams/business units on product usage, tools and templates, and process design. Document and depict complex project ideas, business requirements, and business process flows. Organize the professional production of written technical materials and maintain tight quality control over their appearance and timely completion. Propose and facilitate meetings to surface critical documentation needs. Maintain archives of prepared technical documentation Familiarity with Federal Government SDLC lifecycle. Minimum 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• Job Title: Training Specialist I

Minimum/General Experience: Minimum/General Experience: Applies the principles and techniques of the instructional systems design methodology to develop and delivery training materials and programs. Training materials include user guides, training manuals, instructor manuals, reference guides, and system documentation for software, network, and database applications. Performs individual and classroom training for the use of computer hardware and software. 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• Job Title: Training Specialist II

Minimum/General Experience: Applies the principles and techniques of the instructional systems design methodology to develop and delivery training materials and programs. Training materials include user guides, training manuals, instructor manuals, reference guides, and system documentation for software, network, and database applications. Performs individual and classroom training for the use of computer hardware and software. 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).
• Job Title: Training Specialist III

Minimum/General Experience: Applies the principles and techniques of the instructional systems design methodology to develop and delivery training materials and programs. Training materials include user guides, training manuals, instructor manuals, reference guides, and system documentation for software, network, and database applications. Performs individual and classroom training for the use of computer hardware and software. 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Title: Web Developer I

Minimum/General Experience: Assess, create, enhance and detail administrative, operational and technical policies and procedures. Serves as and works independently and/or assisting team members to: Consult with clients to define and document requirements and develop workable solutions to business problems. Design, develop, upgrade, test, implement a document Internet/Web based systems; contribute to all phases of the software development life cycle. 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Web Developer II

Minimum/General Experience: Assess, create, enhance and detail administrative, operational and technical policies and procedures. Serves as and works independently and/or assisting team members to: Consult with clients to define and document requirements and develop workable solutions to business problems. Design, develop, upgrade, test, implement a document Internet/Web based systems; contribute to all phases of the software development life cycle. 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Web Developer III

Minimum/General Experience: Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Participates in development of software user manuals. Instructs, assigns, directs, and checks the work of other software developers on development team. 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• Helpdesk Rep (Tier 1)

Minimum/General Experience: Serve as the first point of contact for customers seeking information about a products or services over the phone, email, or chat. Identify the customer’s needs and provide tips on how to manage a problem in the most effective way. Walk the customer through the problem and refer them to available resources that could resolve their issue. Direct unresolved issues to the next level of support personnel. Provide accurate information on relevant products or services. Record events and problems and proposed resolution in a ticketing system. Follow-up and update customer status and information. Pass on any feedback or suggestions by customers to the appropriate internal team. 1-2 years of experience as a helpdesk representative or other customer service.

Minimum Education: Associate Degree preferably in Computer Science, Information Systems, Engineering, Business or related field.

• Helpdesk Tier 2 (Operator)

Minimum/General Experience: Provide excellent technical support to a wide range of customers by resolving customer case escalations and complex customer issues. Provide hands on functional troubleshooting, feature explanation, and best practice guidance to assist customers during critical and time sensitive situations. Answer inbound calls from clients for products and services. Provide client support and technical issue resolution via E-Mail, phone and other electronic medium. Configuration of client’s equipment to connect to the Internet. Provide training to clients in the use of system and applications as related to Internet. Obtain general understanding of OS and application operations related to entity’s offered services. Identify and correct or advise, on operational issues in client computer systems. Determine if a problem is a new or existing one and update the database with new problems. 3 years of experience as a helpdesk technical support or related field.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Helpdesk Tier 3 (Specialist)

Minimum/General Experience: Troubleshoot with customers who have fundamental issues pertaining to offered products or services by utilizing all available diagnostic tools. Resolve complex technical problems that involve specialized knowledge about a product or service related to or used by the entity. Utilize reasoning and critical thinking skills, identify appropriate fix agent and resolve single-user issues. Assist voice customers when needed, including but not limited to calling customers to confirm issue resolution. Assist, coach, train support representatives on work-related procedures and products. Review tickets for potential system issues to escalate to different group as needed. May assist with error trending, analysis and feedback sessions. Works with supervisors to streamline troubleshooting processes as well as create and maintain appropriate troubleshooting procedures. Needs to be able to provide exceptional customer service, works various schedules including on-call support and performs other duties as assigned. 2-3 years of experience as a Tier 3 support specialist or related role. Certifications in related subject matter, examples include but are not limited to A+, N+, MCSE, CCNA.

Minimum Education: Bachelor or Associate Degree (2 years of experience) preferably in Computer Science, Information Systems, Engineering, or relevant field.
• Helpdesk Manager

Minimum/General Experience: Accountable for managing the IT Help Desk to ensure service levels are met during all open hours of the help desk. Manage the processing of incoming requests to the Service Desk to ensure courteous, timely and effective resolution of end-user issues and requests. Ensure work assigned to technical staff is completed in a timely and effective manner and manage staff scheduling to ensure required coverage. Assist in evaluating the current and proposed Help Desk and end-user systems and procedures. Act as escalation point for all user requests and incidents. Assist in evaluating current and proposed Help Desk and end-user systems and procedures. Act as escalation point for all user requests and incidents. Ensure existing business tools and Help Desk workflow is optimally functional and value-added. Track and analyze trends in HelpDesk requests and generate statistical reports/dashboards. Identify, recommend, develop and implement end-user training programs with the Learning & Development team to increase technology literacy and self-sufficiency. Train Help Desk Professionals on evolving operational procedures and troubleshooting techniques. Manages the Help Desk staff including consultation on performance evaluations, hiring and disciplinary responsibilities. 3 years of experience as a helpdesk manager

Minimum Education: Bachelor Degree preferably in Computer Science, Information Systems, Engineering, Business or related field. PMP Certification preferred.

• Helpdesk Analyst

Minimum/General Experience: Receive requests for service via telephone, email or chat session. Apply diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Troubleshoot and resolve issues on the initial call when possible. Utilize the internal knowledge base, experience and team resources. Escalate tickets to appropriate support groups when needed. Document issues in Helpdesk database. Follow up on open issues with escalation groups to provide feedback to customer. Perform a quality assurance check on resolved tickets to ensure customer satisfaction. 1-2 years of Helpdesk Analyst experience.

Minimum Education: Associate degree preferably in Computer Science, Information Systems, Engineering, Business or related field. Trouble shooting certifications are preferred.

• Helpdesk Engineer

Minimum/General Experience: Provide technical support and assistance to customers experiencing a wide range of technical issues. Interact directly with customers on a daily basis. Provide phone, VOIP and computer support to the entire organization. Manage an online security, including password generation and assignment, enable and disable passwords, keep logs of each employee’s individual passwords, and help resolve any apparent security breaches. Act as a technical authority, providing expertise to both team members and clients. Ensure that we surpass out customer’s expectations. Communicate clearly to all stakeholders. Analyzing and resolving faults ranging from a major system crash to a forgotten password. Troubleshooting problems and providing advice on the appropriate action. 5 years related experience.

Minimum Education: Bachelor degree in Computer Science Engineering, Information Systems Engineering, or relevant field. Trouble shooting certifications are preferred

• Job Title: Health IT Application Architect I

Minimum/General Experience: Drives the translation and construction of health IT related complex business problems into innovative technology solutions within a multidisciplinary environment. Oversees the development, design, user interface, and technology integration direction, and site architecture management from definition phase through implementation. Owns the technical vision of the project; ensuring that the vision is achieved with a high level of quality. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software
development costs and schedule. Reviews existing systems and assists in making enhancements, reducing operating time, and improving current techniques. Supervises software configuration management experience. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).

- **Job Title:** Health IT Application Architect II

**Minimum/General Experience:** Drives the translation and construction of health IT related complex business problems into innovative technology solutions within a multidisciplinary environment. Oversees the development, design, user interface, and technology integration direction, and site architecture management from definition phase through implementation. Owns the technical vision of the project; ensuring that the vision is achieved with a high level of quality. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing systems and assists in making enhancements, reducing operating time, and improving current techniques. Supervises software configuration management experience. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

- **Job Title:** Health IT Application Architect III

**Minimum/General Experience:** Drives the translation and construction of health IT related complex business problems into innovative technology solutions within a multidisciplinary environment. Oversees the development, design, user interface, and technology integration direction, and site architecture management from definition phase through implementation. Owns the technical vision of the project; ensuring that the vision is achieved with a high level of quality. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing systems and assists in making enhancements, reducing operating time, and improving current techniques. Supervises software configuration management experience. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title: Health IT Business Analyst I**

**Minimum/General Experience:** Analyze health IT related business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Participate in developing new product and programs; lead process design/redesign activities. Participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Support/create special ad hoc reports, database queries, and status reports. Deal with complex strategic business issues, researching and identifying inventive solutions. Build rapport with internal and external customers to elicit their business concerns and collaborate on crafting workable solutions. Monitor a evaluate performance of lenders, systems and processes. Create training and presentation materials; and deliver training and presentations as directed. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title: Health IT Business Analyst II**

**Minimum/General Experience:** Analyze health IT related business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Participate in developing new product and programs; lead process design/redesign activities. Participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Support/create special ad hoc reports, database queries, and status reports. Deal with complex strategic business issues, researching and identifying inventive solutions. Build rapport with internal and external customers to elicit their business concerns and collaborate on crafting workable solutions. Monitor a evaluate performance of lenders, systems and processes. Create training and presentation materials; and deliver training and presentations as directed. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title: Health IT Business Analyst III**

**Minimum/General Experience:** Analyze health IT related business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Participate in developing new product and programs; lead process design/redesign activities. Participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Support/create special ad hoc reports, database queries, and status reports. Deal with complex strategic business issues, researching and identifying inventive solutions. Build rapport with internal and external customers to elicit their business concerns and collaborate on crafting workable solutions. Monitor a evaluate performance of lenders, systems and processes. Create training and presentation materials; and deliver training and presentations as directed. Minimum 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: Health IT Business Consultant I

Minimum/General Experience: Analyze client issues surrounding health IT related technical and business workflow and the effective functioning of the business unit. Conduct qualitative and quantitative research, where appropriate, to identify and evaluate data relating to the issue or need. Consult with internal and external staff to identify their requirements and translate them into solutions that satisfy the technical or business need. Create/effect documentation to support the technical or business solution. Monitor the implementation of the solution to ensure that it achieves the desired results and meets specified client requirements. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Business Consultant II

Minimum/General Experience: Able to provide expert analysis of health IT related business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Lead and participate in developing new products and programs; lead process design/redesign activities. Lead and participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Create special ad hoc reports, database queries, and status reports. Delve into complex strategic business issues, researching and identifying inventive solutions. Minimum 3 - 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Business Consultant III

Minimum/General Experience: Able to provide expert analysis of health IT related business processes and systems, identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Lead and participate in developing new products and programs; lead process design/redesign activities. Lead and participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Create special ad hoc reports, database queries, and status reports. Delve into complex strategic business issues, researching and identifying inventive solutions. Minimum 7 - 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Database Administrator I

Minimum/General Experience: Provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user / system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (e.g., Oracle, SQL Server, DB2, and / or Informix). Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title: Health IT Database Administrator II**

**Minimum/General Experience:** Provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user / system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (e.g., Oracle, SQL Server, DB2, and / or Informix). Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title: Health IT Database Administrator III**

**Minimum/General Experience:** Provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user / system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (e.g., Oracle, SQL Server, DB2, and / or Informix). Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title: Health IT Data Architect I**

**Minimum/General Experience:** Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title: Health IT Data Architect II**

**Minimum/General Experience:** Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor's Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: Health IT Database Developer I

Minimum/General Experience: Able to provide expert analysis of business processes and systems identify efficiencies and needed controls, document procedures, track and utilize MIS and key performance indicators. Lead and participate in developing new products and programs; lead process design/redesign activities. Lead and participate in planning, feasibility studies, cost/benefit analyses, and new systems design. Create special ad hoc reports, database queries, and status reports. Delve into complex strategic business issues, researching and identifying inventive solutions. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Database Developer II

Minimum/General Experience: To be part of a software development team for a large scale web based data processing system, responsible for meeting program technical, schedule and cost objectives. Specific responsibilities include: creating Oracle views; creating reports and printed materials (e.g. forms, shipping labels, barcodes) using Oracle XML Publisher; updating software design documentation; performing unit and integration testing of developed reports and printed materials; and resolving defects. Oracle XML Publisher, Strong Oracle, SQL Server, PL/SQL development experience. Excellent reports development experience. Ability to effectively communicate both verbally and in writing, perform in a technical team, and interface with the customer as needed. Experience creating and printing bar codes would be helpful. Minimum 3 - 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Database Developer III

Minimum/General Experience: To be part of a software development team for a large scale web based data processing system, responsible for meeting program technical, schedule and cost objectives. Specific responsibilities include: creating Oracle views; creating reports and printed materials (e.g. forms, shipping labels, barcodes) using Oracle XML Publisher; updating software design documentation; performing unit and integration testing of developed reports and printed materials; and resolving defects. Oracle XML Publisher, Strong Oracle, SQL Server, PL/SQL development experience. Excellent reports development experience. Ability to effectively communicate both verbally and in writing, perform in a technical team, and interface with the customer as needed. Experience creating and printing bar codes would be helpful. Minimum 7 * 1 0 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title:** Health IT Disaster Recovery Specialist III

**Minimum/General Experience:** Designs and administers programs to include policies, standards, guidelines, training programs, and a viable quality assurance process for disaster recovery. Oversees and reviews the testing and implementation of software, data systems, and data networks to ensure that the integrity and security of all electronic data and data systems are adequately protected. Facilitates the preparation of an organization-wide business resumption plan. Assists in the coordination and establishment of disaster recovery programs and business resumption planning across mainframe and client server platforms. Coordinates and monitors simulation testing across all platforms. Designs and administers programs to include policies, standards, guidelines, training programs, and a viable quality assurance process for disaster recovery. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Health IT Environmental Analyst/Production Support

**Minimum/General Experience:** An Environment Analyst / Prod. Support is needed to work with a team responsible to build IT Infrastructure, deliver and maintain test environments in support of business initiatives (projects). Specific activities and associated deliverables include: gathering environment requirements and delivering environment designs, strategy and implementation plans to build, configure and support test environments. Sound technical capabilities are required to perform these activities. Minimum 7 - 10 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Health IT Engineer I

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Interface with business clients to analyze business and application processes and requirements and develop specifications that meet the client's business need. Participate in teams on large projects. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Health IT Engineer II

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Interface with business clients to analyze business and application processes and requirements and develop specifications that meet the client's business need. Participate in teams on large projects. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 3 - 5 years of experience direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: Health IT Engineer III

Minimum/General Experience: Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Interface with business clients to analyze business and application processes and requirements and develop specifications that meet the client’s business need. Participate in teams on large projects. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 7 - 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Analyst I

Minimum/General Experience: Consult with assigned business area on technology issue to identify necessary upgrading of the IT infrastructure to support requirements and ensure production readiness. Gather and analyze data on business requirements and document and communicate these to Systems Development staff; assist in application development, testing and analysis of the impact to other systems. Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains repairs, inspects, troubleshoots or programs systems equipment or components. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Analyst II

Minimum/General Experience: Consult with assigned business area on technology issue to identify necessary upgrading of the IT infrastructure to support requirements and ensure production readiness. Gather and analyze data on business requirements and document and communicate these to Systems Development staff; assist in application development, testing and analysis of the impact to other systems. Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains repairs, inspects, troubleshoots or programs systems equipment or components. Minimum 3 - 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Analyst III

Minimum/General Experience: Consult with assigned business area on technology issue to identify necessary upgrading of the IT infrastructure to support requirements and ensure production readiness. Gather and analyze data on business requirements and document and communicate these to Systems Development staff; assist in application development, testing and analysis of the impact to other systems. Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains repairs, inspects, troubleshoots or programs systems equipment or components. Minimum 7 - 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• Job Title: Health IT Security Specialist I

Minimum/General Experience: Plan, design, implement, secure, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Developing and preparing technical security documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 1 - 3 years of experience direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Security Specialist II

Minimum/General Experience: Plan, design, implement, secure, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Developing and preparing technical security documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 3 - 5 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• Job Title: Health IT Security Specialist III

Minimum/General Experience: Plan, design, implement, secure, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Developing and preparing technical security documents; writing technical papers, interaction with customers to gather design and development inter-networking concepts, theories, and information; perform technical engineer duties to include but not be limited to installation of inter-networking equipment, setup test equipment, execute tests according to written procedures, and document test results in a meaningful format for future integration into test result reports. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 7 - 10 years of experience direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).
• **Job Title:** Health IT Internet/Network Engineer I

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Possess specific skills related to the Internet and applications related to the Internet and software engineering. Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 1 - 3 years of experience direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering or Business).

• **Job Title:** Health IT Internet/Network Engineer II

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Possess specific skills related to the Internet and applications related to the Internet and software engineering. Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• **Job Title:** Health IT Internet/Network Engineer III

**Minimum/General Experience:** Plan, design, implement, and support operations of technical infrastructure components (servers, workstations, networks and operating systems). Possess specific skills related to the Internet and applications related to the Internet and software engineering. Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Provide project life-cycle support. Analyze and resolve ongoing technical issues, and identify potential improvements to increase technical infrastructure reliability. Train users on technical procedures. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.)
• Job Title: Health IT Project Director

Minimum/General Experience: The Project Director (PD) focus is to run day-to-day operational management of all activities and functions in a designated project area, either within a line or staff department and includes developing implementing and evaluating project policies, procedures and standards. Further, the role determines project service levels and/or enhancements, and develops and monitors project budgets. The Project Director provides technical advice and/or supervision to staff, other departments, and, as needed, other agencies. The PD performs related work, undefined, but relevant as required. The responsibilities continue and include directing the implementation goals, objectives, policies, procedures and work standards (where applicable) for the assigned project. This position interprets and complies with all applicable federal and state regulations. Regarding budgetary elements, the Project Director prepares, submits and justifies budget enhancement requests to the organizational director, making recommendations for, and developing a plan to carry out improvements to the project to meet changing mission parameters and requirements. The PD will review and evaluate program and service delivery, makes recommendation for and executes changes in operations to ensure maximum effective service provision, and assist in developing new project function elements. Examples of these include researching, compiling and analyzing supporting data; negotiating, developing, monitoring and administrating a variety of contracts and agreements. Minimum 12-15 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Project Manager I

Minimum/General Experience: Expert research and analyze plans, models and goals in the assigned business area; help define and structure complex business projects. Negotiate the overall scope of projects, defining concrete and measurable project deliverables. Identify the skills required for project success; assemble, organize and lead multi-functional project teams on complex business or technical projects. Monitor the project status; present project progress to internal and internal stakeholders. Minimum 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Project Manager II

Minimum/General Experience: Expert research and analyze plans, models and goals in the assigned business area; help define and structure complex business projects. Negotiate the overall scope of projects, defining concrete and measurable project deliverables. Identify the skills required for project success; assemble, organize and lead multi-functional project teams on complex business or technical projects. Monitor the project status; present project progress to internal and internal stakeholders. Minimum 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Project Manager III

Minimum/General Experience: Expert research and analyze plans, models and goals in the assigned business area; help define and structure complex business projects. Negotiate the overall scope of projects, defining concrete and measurable project deliverables. Identify the skills required for project success; assemble, organize and lead multi-functional project teams on complex business or technical projects. Monitor the project status; present project progress to internal and internal stakeholders. Minimum 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• **Job Title: Health IT Program Manager**

**Minimum/General Experience:** The Program Manager (PM) organizes and manages resources to deliver all the work required to complete an IT project within defined scope, time, and cost constraints. In addition, the Program Manager will manage activities of the program, and meeting with appropriate stakeholders, taking a lead role and working with these stakeholders to develop viable WBS and Schedule, Project Standards, Change Control Plan, Resource and Staffing Plan, Budget Plan, Risk Management Plan, and Communication Plan. The PM works additionally with the stakeholders with Review Project Methodology and approach to insure success. Furthermore it is the PM that will identify and select team members needed to complete project tasks. The Program Manager participates in the development of Request for Information as well as Request for Proposal and selection of technical vendors or contract staff. Minimum 10-12 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• **Job Title: Health IT Quality Assurance Specialist I**

**Minimum/General Experience:** Under general supervision develops testing guidelines and policies, baseline requirements and test plans. Ensures developed functional software components implement baseline requirements to the fullest extent possible. Provides requirements analysis, development of test plans, procedures, scripts and reports. Responsibility: Only for specific programs assigned. Minimum 1-3 years direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• **Job Title: Health IT Quality Assurance Specialist II**

**Minimum/General Experience:** Under general supervision develops testing guidelines and policies, baseline requirements and test plans. Ensures developed functional software components implement baseline requirements to the fullest extent possible. Provides requirements analysis, development of test plans, procedures, scripts and reports. Responsibility: Only for specific programs assigned. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).

• **Job Title: Health IT Quality Assurance Specialist III**

**Minimum/General Experience:** Responsible for establishing and enforcing the policies, objectives and processes necessary to achieve client requirements and policy compliance; ensuring consistent implementation of processes; monitoring and measuring the processes and results against the established requirements; and continual improving performance by measuring outcomes and recommending or adjusting organizational policies, procedure and processes. Maintain and advocate continual focus and commitment to the quality program objectives. Prepare and conduct Quality Assurance program presentations and training. Providing and recommending items for continuous improvement of processes and products. Ensure continuing compliance with the OpenBand Project Management Life-Cycle and Systems Development Life-Cycle processes and procedures. Ensure continuing compliance with the Quality Assurance Plan and all of its provisions. Provide consolidated quality reporting. Deliver a trained and capable quality capability in a timely fashion. Allocate quality resources to perform audits, evaluations and reporting. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business)
• Job Title: Health IT Software Engineer I

Minimum/General Experience: By using the latest tools and techniques (currently J2EE, C#/.NET, XML Agile Methodologies, Web Services, EAI tools) Hands-on coding and proactively mentor developers (including programming) Work in highly collaborative teams that strive to build quality code and provide business value has the opportunity to work in a number of different domains in a variety of different client environments. Create complex, enterprise-transforming business applications as a member of diverse, high energy teams focused on full life-cycle development through the use of Agile Methodologies. Minimum 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Software Engineer II

Minimum/General Experience: By using the latest tools and techniques (currently J2EE, C#/.NET, XML Agile Methodologies, Web Services, EAI tools) Hands-on coding and proactively mentor developers (including programming) Work in highly collaborative teams that strive to build quality code and provide business value has the opportunity to work in a number of different domains in a variety of different client environments. Create complex, enterprise-transforming business applications as a member of diverse, high energy teams focused on full life-cycle development through the use of Agile Methodologies. Minimum 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Software Engineer III

Minimum/General Experience: By using the latest tools and techniques (currently J2EE, C#/.NET, XML Agile Methodologies, Web Services, EAI tools) Hands-on coding and proactively mentor developers (including programming) Work in highly collaborative teams that strive to build quality code and provide business value has the opportunity to work in a number of different domains in a variety of different client environments. Create complex, enterprise-transforming business applications as a member of diverse, high energy teams focused on full life-cycle development through the use of Agile Methodologies. Minimum 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• **Job Title:** Health IT Subject Matter Expert I

**Minimum/General Experience:** Performs health IT related system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Selects system architecture, allocates requirements and prepares specifications. Minimum 1-3 years direct related experience

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title:** Health IT Subject Matter Expert II

**Minimum/General Experience:** Performs health IT related system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Selects system architecture, allocates requirements and prepares specifications. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title:** Health IT Subject Matter Expert III

**Minimum/General Experience:** Performs health IT related system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Selects system architecture, allocates requirements and prepares specifications. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title:** Health IT Systems Administrator I

**Minimum/General Experience:** Provide comprehensive Unix/Linux/Windows systems administration and test support their environments. Work on multiple projects simultaneously and support a broad user base; interface with users in order to resolve technical and user problems. Provide pager coverage for trouble-shooting problems twenty-four hours a day, seven days a week. Support the integration and implementation of Unix production; coordinate tests of new hardware and software; perform off-hour project maintenance work. Install and configure Sun Solaris environment; assist business users and Unix Engineers with the setup and installation of their applications and tests within the Unix environment. Minimum 1-3 years direct related experience

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• **Job Title: Health IT Systems Administrator II**

**Minimum/General Experience:** Provide comprehensive Unix/Linux/Windows systems administration and test support their environments. Work on multiple projects simultaneously and support a broad user base; interface with users in order to resolve technical and user problems. Provide pager coverage for trouble-shooting problems twenty-four hours a day, seven days a week. Support the integration and implementation of Unix production; coordinate tests of new hardware and software; perform off-hour project maintenance work. Install an configure Sun Solaris environment; assist business users and Unix Engineers with the setup and installation of the applications and tests within the Unix environment. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Systems Administrator III**

**Minimum/General Experience:** Provide comprehensive Unix/Linux/Windows systems administration and test support their environments. Work on multiple projects simultaneously and support a broad user base; interface with users in order to resolve technical and user problems. Provide pager coverage for trouble-shooting problems twenty-four hours a day, seven days a week. Support the integration and implementation of Unix production; coordinate tests of new hardware and software; perform off-hour project maintenance work. Install an configure Sun Solaris environment; assist business users and Unix Engineers with the setup and installation of the applications and tests within the Unix environment. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Systems Analyst I**

**Minimum/General Experience:** The Systems Analyst will be responsible for eliciting requirements, documenting requirements, developing detailed use cases and sequence diagrams, providing complete and unambiguous traceability from business requirements through systems requirements, to screen prototypes, and test cases. The individual will author the systems design document and will provide support for the application developers in the development of the design document. The SA will to operate and produce deliverables in a variety of environment that may include RequisitePro, UML, Visio, and Blueprint. Minimum 1-3 years direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Systems Analyst II**

**Minimum/General Experience:** The Systems Analyst will be responsible for eliciting requirements, documenting requirements, developing detailed use cases and sequence diagrams, providing complete and unambiguous traceability from business requirements through systems requirements, to screen prototypes, and test cases. The individual will author the systems design document and will provide support for the application developers in the development of the design document. The SA will operate and produce deliverables in a variety of environments that may include RequisitePro, DOORS, UML, Visio, and other Rational Products. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• **Job Title: Health IT Systems Analyst III**

**Minimum/General Experience:** The Systems Analyst will be responsible for eliciting requirements, documenting requirements, developing detailed use cases and sequence diagrams, providing complete and unambiguous traceability from business requirements through systems requirements, to screen prototypes, and test cases. The individual will author the systems design document and will provide support for the application developers in the development of the design document. The SA will operate and produce deliverables in a variety of environments that may include RequisitePro, DOORS, UML, Visio, and other Rational Products. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business

• **Job Title: Health IT Systems Architect I**

**Minimum/General Experience:** Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Codes, tests, integrate and documents software solutions. Minimum 1-3 years direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Systems Architect II**

**Minimum/General Experience:** Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Codes, tests, integrate and documents software solutions. Minimum 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Systems Architect III**

**Minimum/General Experience:** Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Codes, tests, integrate and documents software solutions. Minimum 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
• Job Title: Health IT Technical Writer I

Minimum/General Experience: Analyze technology products and tools to develop a solid comprehension of their use and functionality and to determine how to most effectively convey that information to users. Consult with teams/business units on product usage, tools and templates, and process design. Document and depict complex project ideas, business requirements, and business process flows. Organize the professional production of written technical materials and maintain tight quality control over their appearance and timely completion. Propose and facilitate meetings to surface critical documentation needs. Maintain archives of prepared technical documentation. Minimum 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Technical Writer II

Minimum/General Experience: Analyze technology products and tools to develop a solid comprehension of their use and functionality and to determine how to most effectively convey that information to users. Consult with teams/business units on product usage, tools and templates, and process design. Document and depict complex project ideas, business requirements, and business process flows. Organize the professional production of written technical materials and maintain tight quality control over their appearance and timely completion. Propose and facilitate meetings to surface critical documentation needs. Maintain archives of prepared technical documentation Familiarity with Federal Government SDLC lifecycle documentation important. Minimum 3-5 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Technical Writer III

Minimum/General Experience: Analyze technology products and tools to develop a solid comprehension of their use and functionality and to determine how to most effectively convey that information to users. Consult with teams/business units on product usage, tools and templates, and process design. Document and depict complex project ideas, business requirements, and business process flows. Organize the professional production of written technical materials and maintain tight quality control over their appearance and timely completion. Propose and facilitate meetings to surface critical documentation needs. Maintain archives of prepared technical documentation Familiarity with Federal Government SDLC lifecycle. Minimum 7-10 years direct related experience.

Minimum Education: Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• Job Title: Health IT Training Specialist I

Minimum/General Experience: Minimum/General Experience: Applies the principles and techniques of the instructional systems design methodology to develop and delivery training materials and programs. Training materials include user guides, training manuals, instructor manuals, reference guides, and system documentation for software, network, and database applications. Performs individual and classroom training for the use of computer hardware and software. 1-3 years direct related experience.

Minimum Education: Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business).
• **Job Title: Health IT Training Specialist II**

**Minimum/General Experience:** Applies the principles and techniques of the instructional systems design methodology to develop and delivery training materials and programs. Training materials include user guides, training manuals, instructor manuals, reference guides, and system documentation for software, network, and database applications. Performs individual and classroom training for the use of computer hardware and software. 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Training Specialist III**

**Minimum/General Experience:** Applies the principles and techniques of the instructional systems design methodology to develop and delivery training materials and programs. Training materials include user guides, training manuals, instructor manuals, reference guides, and system documentation for software, network, and database applications. Performs individual and classroom training for the use of computer hardware and software. 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Title: Health IT Web Developer I**

**Minimum/General Experience:** Assess, create, enhance and detail administrative, operational and technical policies and procedures. Serves as and works independently and/or assisting team members to: Consult with clients to define and document requirements and develop workable solutions to business problems. Design, develop, upgrade, test, implement a document Internet/Web based systems; contribute to all phases of the software development life cycle. 1-3 years direct related experience.

**Minimum Education:** Associate’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Web Developer II**

**Minimum/General Experience:** Assess, create, enhance and detail administrative, operational and technical policies and procedures. Serves as and works independently and/or assisting team members to: Consult with clients to define and document requirements and develop workable solutions to business problems. Design, develop, upgrade, test, implement a document Internet/Web based systems; contribute to all phases of the software development life cycle. 3-5 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.

• **Job Title: Health IT Web Developer III**

**Minimum/General Experience:** Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Participates in development of software user manuals. Instructs, assigns, directs, and checks the work of other software developers on development team. 7-10 years direct related experience.

**Minimum Education:** Bachelor’s Degree (preferably in Computer Science, Information Systems, Engineering, or Business.
**ICS Nett, Inc.**

**Education to Equivalent Experience**

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**Degree to Equivalent experience**

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