GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List

or more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.gsa.gov/schedules-ordering

Information Technology SIN 54151S

54151S- INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301 IT Facility Operation and Maintenance
FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D307 Automated Information Systems Design and Integration Services
FPDS Code D308 Programming Services

Multiple Award Schedule

CONTRACT NUMBER: GS-35F-0638W

Contract Period: September 17, 2020 to September 16, 2025

Prices shown herein are Net (discounts already applied)

Innovative Technologies, Inc.

3409 Oakton Chase Ct
Oak Hill, VA 20171
(703) 819-7150 Main
www.iti-corp.com

Business Size: Small

Price list update for Modification # 0058, effective dated 9-17-2020
### Customer Information

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Title</th>
<th>Labor Category</th>
<th>GSA Rates (Including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
<td>Administration/Clerical (Entry Level)</td>
<td>$39.92 / $47.33</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
<td>Administration/Clerical (Journeyman)</td>
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<td>Applications Developer (Entry Level)</td>
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<td>Applications Developer (Journeyman)</td>
<td>$76.74 / $90.98</td>
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<td>Applications Developer (Senior)</td>
<td>$92.10 / $109.17</td>
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<tr>
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<td>Applications Developer (Master)</td>
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<td>Applications Systems Analyst (Entry Level)</td>
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<td>Computer Forensic and Intrusion Analyst</td>
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</tbody>
</table>

3409 Oakton Chase Ct  ◆  ♦ Oak Hill, VA 20171  ◆ (703) 819-7150 Phone  ◆ E-mail: iti@iti-corp.com
Proprietary and confidential information – ITI, All rights reserved
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</table>
OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

OLM SIN-Level Requirements/Ordering Instructions

OLMs are:

• Purchased under the authority of the FSS Program
• Unknown until an order is placed
• Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs)
• Only authorized for use in direct support of another awarded SIN.
• Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
• Subject to a Not To Exceed (NTE) ceiling price

OLMs are not:

• Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF).
• The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

OLM Pricing:

• Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF).
• The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

NOTE: When used in conjunction with a Cooperative Purchasing eligible SIN, this SIN is Cooperative Purchasing Eligible.
I. Key:

- **ENTRY LEVEL** is the most junior of any one labor category; **JOURNEYMAN, SENIOR** and **MASTER** levels are sequentially more senior.

- Education versus Experience Equivalency - Years of qualified experience may be determined by the requirements of the task order against which personnel are placed, if none are stated, then in accordance with the following:

  (i) An *Associate’s Degree* in a related field is considered equivalent to two (2) years of experience (i.e., an Associate’s Degree and 3 plus years of experience may be substituted with five (5) plus years of experience in a related field or four (4) plus years of experience and a recognized industry certification or accreditation (i.e. Java, Security + CE, SSCP) in the related field.

  (ii) A *Bachelor’s Degree* in a related field is considered equivalent to four (4) years’ experience (i.e., a Bachelor’s Degree and 3 plus years of experience may be substituted with seven (7) plus years of experience in a related field or six (6) plus years of experience and a recognized industry certification or accreditation (i.e. Java, Security + CE, SSCP) in the related field;

  (iii) A *Master’s Degree* in a related field is considered equivalent to eight (8) years’ experience (i.e., a Master’s Degree and 3 plus years of experience may be substituted with eleven (11) plus years of experience in a related field or ten (10) plus years of experience and a recognized industry certification or accreditation (i.e. Java, Security + CE, SSCP) in the related field.

- Security Clearance(s) – Security clearance requirements may be determined by the requirements of the task order against which personnel are placed.

**Administration/Clerical Entry Level**

Description: Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client’s requirements. Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. Assists in budgetary, billing, and financial management. Responsible for preparing and/or maintaining systems, programming and operations documentation, procedures and methods, including user reference manuals. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. May require supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Associate’s Degree or equivalent years of experience in a related field.

**Administration/Clerical Journeyman Level**

Description: Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client’s requirements. Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. Assists in budgetary, billing, and financial management. Responsible for preparing and/or maintaining systems, programming and operations documentation, procedures and methods, including user reference manuals. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Associate’s Degree or equivalent years of experience in a related field.
Administration/Clerical Senior Level

Description: Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client’s requirements. Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. Assists in budgetary, billing, and financial management. Responsible for preparing and/or maintaining systems, programming and operations documentation, procedures and methods, including user reference manuals. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Associate’s Degree or equivalent years of experience in a related field.

Applications Developer Entry Level

Description: Designs, develops, enhances, debugs, and implements software. Troubleshoots production problems related to software applications. Researches, tests, build, and coordinate the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of other software developers on development team. Participates in development of software user manuals. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Applications Developer Journeyman

Description: Designs, develops, enhances, debugs, and implements software. Troubleshoots production problems related to software applications. Researches, tests, build, and coordinate the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of other software developers on development team. Participates in development of software user manuals. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Applications Developer Senior

Description: Designs, develops, enhances, debugs, and implements software. Troubleshoots production problems related to software applications. Researches, tests, build, and coordinate the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of other software developers on development team. Participates in development of software user manuals. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.
developers on development team. Participates in development of software user manuals. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Applications Developer Master

Description: Designs, develops, enhances, debugs, and implements software. Troubleshoots production problems related to software applications. Researches, tests, build, and coordinate the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration and testing tools. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of other software developers on development team. Participates in development of software user manuals. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressively experience in a related field.

Education: Master of Science or equivalent years of experience in a related field.

Applications Systems Analyst Entry

Description: Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications for programs. Assists in the design, development, testing, implementation, and documentation of new software and enhancements of existing applications. Works with project managers, developers, and end users to ensure application designs meet business requirements. Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debug, and document those programs. Provides overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. Assists all phases of software systems programming applications. Evaluates new and existing software products. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Applications Systems Analyst Journeyman

Description: Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications for programs. Assists in the design, development, testing, implementation, and documentation of new software and enhancements of existing applications. Works with project managers, developers, and end users to ensure application designs meet business requirements. Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debug, and document those programs. Provides overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. Assists all phases of software systems programming applications. Evaluates new and existing software products.
Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Applications Systems Analyst Senior

Description: Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications for programs. Designs, developments, tests, implements, and documents new software and enhancements of existing applications. Works with project managers, developers, and end users to ensure application designs meet business requirements. Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debug, and document those programs. Provides overall operating systems, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. Manages all phases of software systems programming applications. Provides evaluation of new and existing software products. May provide project supervision for a large project team or multiple small project teams. Provides expert input into project related reports and presentations and presents project related technical, oral and written reports to customers. Possesses and applies expertise on broad-based work assignments that requires originality and innovation in determining how to accomplish tasks. Operates with considerable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Applications Systems Analyst Master

Description: Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications for programs. Designs, developments, tests, implements, and documents new software and enhancements of existing applications. Works with project managers, developers, and end users to ensure application designs meet business requirements. Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, test, debugs, and document those programs. Provides overall operating systems, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. Manages all phases of software systems programming applications. Provides evaluation of new and existing software products. Acts as a subject matter expert for broad-based work assignments that require originality and innovation in determining how to accomplish tasks. Has considerable latitude in working with Project Teams and the customer to develop methodologies and finding solutions to problems, determining deliverables and creating performance metrics to meet customer requirements. May provide project supervision for multiple projects and Project Teams. Provides expert input into project related reports and presentations and presents project related technical oral and written reports to customers. Possesses and applies expertise on broad-based work assignments that requires originality and innovation in determining how to accomplish tasks. Operates with considerable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 6 plus years of progressive related experience

Education: Master of Science or equivalent years of experience in a related field.

Asset Manager

Description: Maintain an inventory of all software and hardware associated with the customer’s network, including software components on each server. Inventory shall include equipment description, manufacturer, model and serial number, date of purchase, inventory tag number and purchase price and in the case of software the quantity
of each license purchased. Maintain an inventory of all software and hardware, using asset management tools, by user name and machine that includes equipment description, manufacturer, model number, serial number, date of purchase, customer inventory asset tag number and the software installed on each machine. Procure, with customer approval, software, hardware, upgrades, licenses, maintenance agreements, and spare parts and ensure that all hardware provided has the most cost-effective warranty available from the vendor. Coordinate the disposal of property, supplies, and or material in compliance with industry best practices and/or customer directed regulations/guidelines. Maintain an up-to-date inventory of all current hardware and software, including spare items (by item description and serial number) as well as original software diskettes, CD-ROMS, DVDs, URL download information, manuals, and books. Notify the customer as spare items become depleted to allow for replenishment. Acts as the Subject Matter Expert (SME) for the customer, communicating complex issues and solutions to various levels of personnel. Engages and manages tasking across both customer and other contractor functional teams. Possesses asset management application experience including implementation, configuration, troubleshooting, and enhancement using a commercial asset management software application such as BMC Remedy Asset Manager.

Experience: 3 to 5 plus years of progressive related experience.
Education: Bachelor’s Degree or equivalent years of experience in a related field.

Business Process Consultant

Description: Analyzes process and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment. Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams. Recommends and facilitates quality improvement efforts. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience;
Education: Bachelor’s Degree or equivalent years of experience in a related field.

Business Systems Analyst

Description: Formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirements specifications. Provides consultation on complex projects and is considered to be the top level contributor/specialist of most phases of systems analysis, while considering the business implications of the application of technology to the current and future business environment. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years progressive related experience:
Education: Bachelor’s Degree or equivalent years of experience in a related field.

Chief Information Security Officer

Description: Responsible for determining enterprise information security standards. Develops and implements information security standards and procedures. Provides tactical information security advice and examines the ramifications of new technologies. Ensures that all information systems are functional and secure. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others

Experience: 1 to 3 plus years of progressive related experience.
Education: Master of Science or equivalent years of experience in a related field.

**Computer Scientist**

Description: Acts as a senior consultant in complex or mission critical client requirements. Develops, modifies, and applies computer modeling and programming applications to analyze and solve mathematical and scientific problems affecting system and program performance. Participates in all phases of scientific and engineering projects such as research, design, development, testing, modeling, simulating, training, and documentation. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressive related experience.

Education: Master of Science or equivalent years of experience in a related field.

**Computer Forensic & Intrusion Analyst**

Description: Provides knowledge in computer and network forensics. Conducts vulnerability assessments/penetration tests of information systems. Develops, researches and maintains proficiency in tools, techniques, countermeasures, and trend in computer and network vulnerabilities, data hiding, and encryption. Identifies, deters, monitors, and investigates computer and network intrusions. Provides computer forensic support to high technology investigations in the form of evidence seizure, computer forensic analysis, and data recovery. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 1 to 4 plus years of progressive related experience.

Education: Master of Science or equivalent years of experience in a related field.

**Configuration Management Specialist (Entry)**

Description: Supports configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Helps regulate the change process so that only approved and validated changes are incorporated into product documents and related software. Possesses and applies expertise on work assignments that may be broad in nature, requiring moderate originality and innovation in determining how to accomplish tasks. Operates with guidance in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 1 to 3 plus years of progressive related experience;

Education: Bachelor of Science or equivalent years of experience in a related field.

**Configuration Management Specialist (Journeyman)**

Description: Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
Configuration Management Specialist (Senior)

**Description:** Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

**Experience:** 3 to 5 plus years of progressive related experience.

**Education:** Bachelor of Science or equivalent years of experience in a related field.

Configuration Management Specialist (Master)

**Description:** Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

**Experience:** 1 to 3 plus years of progressive related experience.

**Education:** Masters of Science or equivalent years of experience in a related field.

Data Architect

**Description:** 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. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

**Experience:** 3 to 5 plus years of progressive related experience.

**Education:** Bachelor of Science or equivalent years of experience in a related field.

Data Warehousing Specialist (Entry)

**Description:** Coordinates the data administration technical function for both data warehouse development and maintenance. Facilitates change control, problem management, and communication among data architects, programmers, analysts, and engineers. Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse infrastructure. Analyzes and identifies data and metadata requirements. Defines user requirements and database design specifications. Designs, implements, and supports data warehousing requirements. Implements business rules via stored procedures, middleware, or other technologies. Provides product support and maintenance of the data warehouse. Performs data warehouse design and construction. Prepares/implements data verification and testing methods for the data warehouse. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

**Experience:** 1 to 3 plus years of progressive related experience.

**Education:** Bachelor of Science or equivalent years of experience in a related field.
Data Warehousing Specialist (Journeyman)

Description: Coordinates the data administration technical function for both data warehouse development and maintenance. Facilitates change control, problem management, and communication among data architects, programmers, analysts, and engineers. Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse infrastructure. Analyzes and identifies data and metadata requirements. Defines user requirements and database design specifications. Designs, implements, and supports data warehousing requirements. Implements business rules via stored procedures, middleware, or other technologies. Provides product support and maintenance of the data warehouse. Performs data warehouse design and construction. Prepares/implements data verification and testing methods for the data warehouse. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience;

Education: Bachelor of Science or equivalent years of experience in a related field.

Data Warehousing Specialist (Senior)

Description: Coordinates the data administration technical function for both data warehouse development and maintenance. Facilitates change control, problem management, and communication among data architects, programmers, analysts, and engineers. Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse infrastructure. Analyzes and identifies data and metadata requirements. Defines user requirements and database design specifications. Designs, implements, and supports data warehousing requirements. Implements business rules via stored procedures, middleware, or other technologies. Provides product support and maintenance of the data warehouse. Performs data warehouse design and construction. Prepares/implements data verification and testing methods for the data warehouse. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience;

Education: Bachelor of Science or equivalent years of experience in a related field.

Data Warehousing Specialist (Master)

Description: Coordinates the data administration technical function for both data warehouse development and maintenance. Facilitates change control, problem management, and communication among data architects, programmers, analysts, and engineers. Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse infrastructure. Analyzes and identifies data and metadata requirements. Defines user requirements and database design specifications. Designs, implements, and supports data warehousing requirements. Implements business rules via stored procedures, middleware, or other technologies. Provides product support and maintenance of the data warehouse. Performs data warehouse design and construction. Prepares/implements data verification and testing methods for the data warehouse. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressive related experience.

Education: Masters of Science or equivalent years of experience in a related field.

Database Specialist (Entry)

Description: Provides all activities related to the administration of computerized databases. Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. Designs, creates, and maintains databases in a client/server environment. Conducts quality control and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. Advises users
on access to various client/server databases. Designs, implements, and maintains complex databases with respect to
JCL, access methods, access time, device allocation, validation checks, organization, protection and security,
documentation, and statistical methods. Applies knowledge and experience with database technologies, development
methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database
programming and supports systems design. Includes maintenance of database dictionaries, overall monitoring of
standards and procedures, file design and storage, and integration of systems through database design. Applies
fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires
practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience;
Education: Bachelor of Science in a related field or equivalent years of experience.

Database Specialist (Journeyman)

description: Provides all activities related to the administration of computerized databases. Projects long-
range requirements for database administration and design in conjunction with other managers in the information
systems function. Designs, creates, and maintains databases in a client/server environment. Conducts quality control
and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. Advises users
on access to various client/server databases. Designs, implements, and maintains complex databases with respect to
JCL, access methods, access time, device allocation, validation checks, organization, protection and security,
documentation, and statistical methods. Applies knowledge and experience with database technologies, development
methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database
programming and supports systems design. Includes maintenance of database dictionaries, overall monitoring of
standards and procedures, file design and storage, and integration of systems through database design. Possesses and
applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality
and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing
methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where
applicable.

Experience: 2 to 4 plus years of progressive related experience;
Education: Bachelor of Science or equivalent years of experience in a related field.

Database Specialist (Senior)

description: Provides all activities related to the administration of computerized databases. Projects long-
range requirements for database administration and design in conjunction with other managers in the information
systems function. Designs, creates, and maintains databases in a client/server environment. Conducts quality control
and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. Advises users
on access to various client/server databases. Designs, implements, and maintains complex databases with respect to
JCL, access methods, access time, device allocation, validation checks, organization, protection and security,
documentation, and statistical methods. Applies knowledge and experience with database technologies, development
methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database
programming and supports systems design. Includes maintenance of database dictionaries, overall monitoring of
standards and procedures, file design and storage, and integration of systems through database design. Possesses and
applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology
assignments. Evaluates performance results and recommends major changes affecting short-term project growth and
success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience;
Education: Bachelor of Science or equivalent years of experience in a related field.

Database Specialist (Master)

Provides all activities related to the administration of computerized databases. Projects long-range
requirements for database administration and design in conjunction with other managers in the information systems
function. Designs, creates, and maintains databases in a client/server environment. Conducts quality control and
auditing of databases in a client/server environment to ensure accurate and appropriate use of data. Advises users on
access to various client/server databases. Designs, implements, and maintains complex databases with respect to JCL,
access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Applies knowledge and experience with database technologies, development methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database programming and supports systems design. Includes maintenance of database dictionaries, overall monitoring of standards and procedures, file design and storage, and integration of systems through database design. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressive related experience at the Master level;

Education: Master of Science or equivalent years of experience in a related field.

Disaster Recovery Specialist (Journeyman)

Description: 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. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience;

Education: Bachelor of Science or equivalent years of experience in a related field.

Disaster Recovery Specialist (Senior)

Description: 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. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience;

Education: Bachelor of Science or equivalent years of experience in a related field.

Enterprise Architect

Description: Provides high-level architectural expertise to managers and technical staff. Develops architectural products and deliverables for the enterprise and operational business lines. Develops strategy of system and the design infrastructure necessary to support that strategy. Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development. Sets standards for the client/server relational database structure for the organization (SQL, ORACLE, SYBASE, etc.). Advises of feasibility of potential future projects to management. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with
appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 3 to 5 plus years of progressive related experience;
Education: Master of Science or equivalent years of experience in a related field.

**Enterprise Resource Planning (ERP) Analyst**

Description: Assists with the development and maintenance of the Enterprise Resource Planning (ERP) program. Analyzes and evaluates ERP application systems. Assists in software upgrades, documentation, and implementation. Customizes and configures workflow to allow the integration of client/server applications. Tests ERP layout to ensure the system is meeting corporate needs. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.
Education: Bachelor of Science or equivalent years of experience in a related field.

**Enterprise Resource Planning Business/Architectural Specialist**

Description: Adapts functional business requirements and processes to technical solutions based upon comprehensive enterprise application solution sets. Enterprise resource planning and management processes, including but not limited to: knowledge management, investment analysis, data warehousing, ecommerce, return on investment analysis, human resource analysis, material management and logistics, supply chain management, procurement, ordering, manufacturing, decision support, and information dissemination. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 years of progressive related experience;
Education: Master of Science or equivalent years of experience in a related field.

**Financial Analyst**

Description: Provides support in the areas of budget, billing, reporting, and financial management for IT initiatives. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience;
Education: Bachelor’s Degree or equivalent years of experience in a related field.

**Geographic Information System (GIS) Analyst/Programmer**

Description: Demonstrates proficiency in GIS analysis and data modeling. Demonstrates and maintains proficiency with current and developing technologies and software related to geographic analysis. Coordinates, manages, administers, and develops the Geographic Information Systems. Develops various types of GIS maps and related data sets. Designs and implements GIS analytical procedures. Performs analysis and maintenance of GIS systems. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience;
Education: Bachelor’s Degree or equivalent years of experience in a related field.
Graphics Specialist
Description: Produces graphic art and visual materials for promotions, advertisements, films, presentations, packaging, and informative and instructional material through a variety of media outlets such as websites and CD-ROMs. Generates, manipulates, and integrates graphic images, animations, sound, text and video generated with automated tools into consolidated and seamless multimedia programs. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience;
Education: Bachelor’s Degree or equivalent years of experience in a related field.

Groupware Specialist
Description: Provides the implementation, maintenance, and support of company messaging system. Provides technical support on local groupware replication and client dial-up access issues. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years progressive related experience;
Education: Bachelor’s Degree or equivalent years of experience in a related field.

Hardware Engineer (Entry)
Description: Provides analysis related to the design, development, and implementation of hardware for products. Develops test strategies, devices, and systems. Performs stress and performance tests on a variety of computer hardware including circuit boards, processors and wiring. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years progressive related experience.
Education: Bachelor of Science or equivalent years of experience in a related field.

Hardware Engineer (Journeyman)
Description: Provides analysis related to the design, development, and implementation of hardware for products. Develops test strategies, devices, and systems. Performs stress and performance tests on a variety of computer hardware including circuit boards, processors and wiring. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years progressive related experience.
Education: Bachelor of Science or equivalent years of experience in a related field.

Hardware Engineer (Senior)
Description: Provides analysis related to the design, development, and implementation of hardware for products. Develops test strategies, devices, and systems. Performs stress and performance tests on a variety of computer hardware including circuit boards, processors and wiring. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.
Education: Bachelor of Science or equivalent years of experience in a related field.
Hardware Engineer (Master)

Description: Provides analysis related to the design, development, and implementation of hardware for products. Develops test strategies, devices, and systems. Performs stress and performance tests on a variety of computer hardware including circuit boards, processors and wiring. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressive related experience.

Education: Master of Science or equivalent years of experience in a related field.

Help Desk Specialist (Entry)

Description: Responds to and diagnoses problems through discussion with users. Ensures a timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Supervises operation of help desk and serves as focal point for customer concerns. Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution. Provides second-tier support to end users for either PC, server, or mainframe applications or hardware. Interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience;

Education: Associate’s Degree or equivalent years of experience in a related field.

Help Desk Specialist (Journeyman)

Description: Responds to and diagnoses problems through discussion with users. Ensures a timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Supervises operation of help desk and serves as focal point for customer concerns. Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution. Provides second-tier support to end users for either PC, server, or mainframe applications or hardware. Interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years progressive related experience.

Education: Associate’s Degree or equivalent years of experience in a related field.

Help Desk Specialist (Senior)

Description: Responds to and diagnoses problems through discussion with users. Ensures a timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Supervises operation of help desk and serves as focal point for customer concerns. Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution. Provides second-tier support to end users for either PC, server, or mainframe applications or hardware. Interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties.
Recommends systems modifications to reduce user problems. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years progressive related experience.

Education: Associate’s Degree or equivalent years of experience in a related field.

**Information Assurance/Security Specialist (Entry)**

Description: Determines enterprise information assurance and security standards. Develops and implements information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers’ requirements. Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Performs analysis, design, and development of security features for system architectures. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Information Assurance/Security Specialist (Journeyman)**

Description: Determines enterprise information assurance and security standards. Develops and implements information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers’ requirements. Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Performs analysis, design, and development of security features for system architectures. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Information Assurance/Security Specialist (Senior)**

Description: Determines enterprise information assurance and security standards. Develops and implements information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers’ requirements.
Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Performs analysis, design, and development of security features for system architectures. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Information Assurance/Security Specialist (Master)**

Description: Determines enterprise information assurance and security standards. Develops and implements information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers’ requirements. Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Performs analysis, design, and development of security features for system architectures. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years progressive experience.

Education: Master of Science or equivalent years of experience in a related field.

**Information Specialist/Knowledge Engineer**

Description: Develops information retrieval solutions to support client requirements for specified domain subjects, using information retrieval software languages and automated text analysis and extraction techniques. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
**Master Scheduler**

Description: Serves as the Integrated Master Scheduler for large and small complex information technology (IT) projects; Responsible for providing support for short term and long term planning needs through the development, maintenance, and management of large and small hardware/software project schedules. Demonstrates and applies highly developed interpersonal, analytical, and communication (written and verbal) skills; with the ability to manage complex project and resource schedules in a diverse and dynamic environment with short-notice tasking under high pressure situations. Develops and maintains Work Breakdown Structures (WBS) as they relate to the project tasks that fall within the scope of the contract. Works with multiple Project Managers in different groups to coordinate Project Life Cycles. Develops Resource-Loaded schedules for multiple IT Projects. Provides schedules and data to support contract management and administrative oversight to achieve the quantitative and qualitative requirements of this contract. Interfaces frequently with customers and internal staff, and is responsible for organizing and conducting program schedule status reviews, team meetings, and various other business rhythms. Coordinates the preparation of schedules to support business plans, program work statements and specifications, and project execution plans. Establishes milestones and monitors adherence to master schedules to identify program problems and recommend solutions.

Experience: 3 to 5 plus years progressive experience.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

**Modeling and Simulation Specialist**

Description: Specialist in modeling and simulation functions or operations such as, but not limited to exercises, plans, coordination, demonstrations, and instruction in the fields such as, but not limited to health, environmental, transportation, law enforcement, and security for military, and civil agencies. Supports live, constructive, or virtual training. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

**Network Specialist (Entry)**

Description: Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems. Directs compilation of records and reports concerning network operations and maintenance. Troubleshoots network performance issues. Analyzes network traffic and provides capacity planning solutions. Monitors and responds to complex technical control facility hardware and software problems. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. Manages the purchase, testing, installation, and support of network communications, including LAN/MAN/WAN systems. Performs system-level design and configuration of products including determination of hardware, OS, and other platform specifications. Plans large-scale systems projects through vendor comparison and cost studies. Performs a variety of systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products. Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/communications operations, data entry, data control, LAN/MAN/WAN administration and operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. Provides input to policy level discussions regarding standards and budget constraints. Supervises all personnel engaged in the operation and support of network facilities, including all communications equipment on various platforms in large scale or multi-shift operations. Supervises complex operations that involve two or more additional functions such as, but not limited to, network operations, systems security, systems software support, and production support activities. Monitors and responds to hardware, software, and network problems. Provides the routine testing and analysis of all elements of the network facilities (including power, software, communications machinery, lines, modems, and terminals). Utilizes software and hardware tools and identifies and diagnoses complex problems and factors affecting network performance. Troubleshoots network systems when necessary and makes improvements to the network. Applies fundamental concepts, processes,
practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Network Specialist (Journeyman)

Description: Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems. Directs compilation of records and reports concerning network operations and maintenance. Troubleshoots network performance issues. Analyzes network traffic and provides capacity planning solutions. Monitors and responds to complex technical control facility hardware and software problems. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. Manages the purchase, testing, installation, and support of network communications, including LAN/MAN/WAN systems. Performs system-level design and configuration of products including determination of hardware, OS, and other platform specifications. Plans large-scale systems projects through vendor comparison and cost studies. Performs a variety of systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products. Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/communications operations, data entry, data control, LAN/MAN/WAN administration and operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. Provides input to policy level discussions regarding standards and budget constraints. Supervises all personnel engaged in the operation and support of network facilities, including all communications equipment on various platforms in large scale or multi-shift operations. Supervises complex operations that involve two or more additional functions such as, but not limited to, network operations, systems security, systems software support, and production support activities. Monitors and responds to hardware, software, and network problems. Provides the routine testing and analysis of all elements of the network facilities (including power, software, communications machinery, lines, modems, and terminals). Utilizes software and hardware tools and identifies and diagnoses complex problems and factors affecting network performance. Troubleshoots network systems when necessary and makes improvements to the network. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years progressive related experience;

Education: Bachelor of Science or equivalent years of experience in a related field.

Network Specialist (Senior)

Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems. Directs compilation of records and reports concerning network operations and maintenance. Troubleshoots network performance issues. Analyzes network traffic and provides capacity planning solutions. Monitors and responds to complex technical control facility hardware and software problems. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. Manages the purchase, testing, installation, and support of network communications, including LAN/MAN/WAN systems. Performs system-level design and configuration of products including determination of hardware, OS, and other platform specifications. Plans large-scale systems projects through vendor comparison and cost studies. Performs a variety of systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products. Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/communications operations, data entry, data control, LAN/MAN/WAN administration and operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. Provides input to policy level discussions regarding standards and budget constraints. Supervises all personnel engaged in the operation and support of network facilities, including all communications equipment on various platforms in large scale or multi-shift operations. Supervises complex operations that involve
two or more additional functions such as, but not limited to, network operations, systems security, systems software support, and production support activities. Monitors and responds to hardware, software, and network problems. Provides the routine testing and analysis of all elements of the network facilities (including power, software, communications machinery, lines, modems, and terminals). Utilizes software and hardware tools and identifies and diagnoses complex problems and factors affecting network performance. Troubleshoots network systems when necessary and makes improvements to the network. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Network Specialist (Master)**

Description: Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems. Directs compilation of records and reports concerning network operations and maintenance. Troubleshoots network performance issues. Analyzes network traffic and provides capacity planning solutions. Monitors and responds to complex technical control facility hardware and software problems. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. Manages the purchase, testing, installation, and support of network communications, including LAN/MAN/WAN systems. Performs system-level design and configuration of products including determination of hardware, OS, and other platform specifications. Plans large-scale systems projects through vendor comparison and cost studies. Performs a variety of systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products. Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/communications operations, data entry, data control, LAN/MAN/WAN administration and operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. Provides input to policy level discussions regarding standards and budget constraints. Supervises all personnel engaged in the operation and support of network facilities, including all communications equipment on various platforms in large scale or multi-shift operations. Supervises complex operations that involve two or more additional functions such as, but not limited to, network operations, systems security, systems software support, and production support activities. Monitors and responds to hardware, software, and network problems. Provides the routine testing and analysis of all elements of the network facilities (including power, software, communications machinery, lines, modems, and terminals). Utilizes software and hardware tools and identifies and diagnoses complex problems and factors affecting network performance. Troubleshoots network systems when necessary and makes improvements to the network. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressive related experience;

Education: Master of Science or equivalent years of experience in a related field.

**Program Manager**

Description: Organizes, directs, and manages contract operation support functions, involving multiple, complex and inter-related project tasks. Manages teams of contract support personnel at multiple locations. Maintains and manages the client interface at the senior levels of the client organization. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with program task schedules and costs. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.
Experience: 5 to 10 plus years of progressive related experience.

Education: Master of Science or equivalent years of experience. May possess a recognized industry certification or accreditation appropriate to the customer's requirements (such as a PMP/PMI, SMCP, PLM, CSM, etc.).

**Project Manager**

Description: Leads team on large projects or significant segment of large complex projects. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools, and solution components. Provides applications systems analysis and programming activities for a Government site, facility or multiple locations. Prepares long and short-range plans for application selection, systems development, systems maintenance, and production activities and for necessary support resources. Oversees all aspects of projects. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience.

**Quality Assurance Specialist (Entry)**

Description: Provides development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract. Provides an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. May be responsible for all activities involving quality assurance and compliance with applicable regulatory requirements. Conducts audits and reviews/analyzes data and documentation. Develops and implements procedures and test plans for assuring quality in a system development environment which supports large databases and applications. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor’s Degree in a related field or equivalent years of experience.

**Quality Assurance Specialist (Journeyman)**

Description: Provides development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract. Provides an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. May be responsible for all activities involving quality assurance and compliance with applicable regulatory requirements. Conducts audits and reviews/analyzes data and documentation. Develops and implements procedures and test plans for assuring quality in a system development environment which supports large databases and applications. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience;

Education: Bachelor’s Degree or equivalent years of experience in a related field.

**Quality Assurance Specialist (Senior)**

Description: Provides development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract. Provides an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. May be responsible for all activities involving quality assurance and compliance with applicable regulatory requirements. Conducts audits and reviews/analyzes data and documentation. Develops and implements procedures and test plans for assuring quality in a system development environment which supports large databases and applications.
supports large databases and applications. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

**Experience:** 3 to 5 plus years of progressive related experience.

**Education:** Bachelor’s Degree or equivalent years of experience in a related field.

**Quality Assurance Specialist (Master)**

Description: Provides development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract. Provides an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. May be responsible for all activities involving quality assurance and compliance with applicable regulatory requirements. Conducts audits and reviews/analyzes data and documentation. Develops and implements procedures and test plans for assuring quality in a system development environment which supports large databases and applications. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

**Experience:** 1 to 3 plus of experience at the Master level.

**Education:** Master’s Degree in a related field or equivalent years of experience.

**Research Analyst**

Description: Plans, organizes, and conducts research in a variety of areas, such as new or existing products, science, social science, law or business, etc. in support of an IT initiative. Searches sources such as reference works, literature, documents, newspapers, statistical records, and other sources of information. May use Internet, Intranet, magazines, periodicals, journals, and other media to perform research. Analyzes information and statistical data to prepare reports and studies for use by professionals. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

**Experience:** 3 to 5 plus years of progressive related experience.

**Education:** Bachelor’s Degree or equivalent years of experience in a related field.

**Strategic/Capital Planner**

Description: Provides strategic planning of large projects or a significant segment of a strategic planning portion of a large complex project. Provides the overall approach to clarify mission statements so they can be used as springboards in envisioning their desired future. Assists in developing mission and vision statements, subsequent goal delineation, provides guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives. Assist in preparation of key strategic planning documentation, including OMB Form 300. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

**Experience:** 3 to 5 plus years of progressive related experience.

**Education:** Master’s degree or equivalent years of experience in a related field.

**Subject Matter Expert (Journeyman)**

Description: Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. Provides technical knowledge and
Subject Matter Expert (Senior)

Description: Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work may be performed under supervision.

Experience: 1 to 3 plus years of progressively related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Subject Matter Expert (Master)

Description: Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

Experience: 1 to 3 plus years of progressively related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Software Engineer (Entry)

Description: Provides support in designing, developing, and installing software solutions. Has fundamental knowledge with the complete life cycle of a new or modified software product, from research and design to implementation, training and support. Helps in determining operational feasibility by conducting evaluation analysis, problem definition, requirements, solution development and offering proposed solutions. The Software Engineer performs the following duties: documenting and demonstrating solutions by developing documentation, flowcharts,
Software Engineer (Senior)

Description: The Software Engineer develops information systems by designing, developing, and installing software solutions. The Software Engineer is knowledgeable with the complete life cycle of a new or modified software product, from research and design to implementation, training and support. The Software Engineer determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions. They perform the following duties: document and demonstrate solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code; Prepare and install solutions by determining and designing system specifications, standards, and programming; Improve operations by conducting systems analysis and recommending changes in policies and procedures; Obtain and license software by acquiring required information from vendors; recommending purchases; testing and approving products; Provide information by collecting, analyzing, and summarizing development and service issues; Develop software solutions by studying information needs; conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle. The Software Engineer skills and qualifications include analyzing information, general programming skills, software design, software debugging, software documentation, software testing, problem solving, teamwork, understanding software development fundamentals, software development process and software requirements.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Software Engineer (Journeyman)

Description: The Software Engineer develops information systems by designing, developing, and installing software solutions. The Software Engineer is knowledgeable with the complete life cycle of a new or modified software product, from research and design to implementation, training and support. The Software Engineer determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions. They perform the following duties: document and demonstrate solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code; Prepare and install solutions by determining and designing system specifications, standards, and programming; Improve operations by conducting systems analysis and recommending changes in policies and procedures; Obtain and license software by acquiring required information from vendors; recommending purchases; testing and approving products; Provide information by collecting, analyzing, and summarizing development and service issues; Develop software solutions by studying information needs; conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle. The Software Engineer skills and qualifications include analyzing information, general programming skills, software design, software debugging, software documentation, software testing, problem solving, teamwork, software development fundamentals, software development process, and software requirements. Plans large scale systems projects. Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. Develops integrated system test requirement, strategies, devices and systems.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
level requirements. Develops integrated system test requirement, strategies, devices and systems. Directs sub-system level testing. May supervise a project team.

   Experience: 3 to 5 plus years of progressive related experience.
   Education: Bachelor of Science or equivalent years of experience in a related field.

**Software Engineer (Master)**

Description: The Software Engineer develops information systems by designing, developing, and installing software solutions. The Software Engineer is knowledgeable with the complete life cycle of a new or modified software product, from research and design to implementation, training and support. The Software Engineer determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions. They perform the following duties: document and demonstrate solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code; Prepare and install solutions by determining and designing system specifications, standards, and programming; Improve operations by conducting systems analysis and recommending changes in policies and procedures; Obtain and license software by acquiring required information from vendors; recommending purchases; testing and approving products; Provide information by collecting, analyzing, and summarizing development and service issues; Develop software solutions by studying information needs; conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle. The Software Engineer skills and qualifications include analyzing information, general programming skills, software design, software debugging, software documentation, software testing, problem solving, teamwork, software development fundamentals, software development process, software requirements. Manages large scale systems projects. Provides technical direction for personnel performing software engineering tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Oversees milestone status reports and analysis related to the design, development, and integration of software, hardware, man-machine interfaces and all system level requirements. Manages integrated system test requirement, strategies, devices and systems. Directs overall system level testing. May supervise several project teams.

   Experience: 1 to 3 plus years of progressive related experience.
   Education: Master of Science or equivalent years of experience in a related field.

**Software Manager**

Description: The Software Manager operates a software inventory management program of legacy software to ensure compliance with agency policies and other federal laws and commercial best practices. The Software Manager monitors, tracks, and ensures that the software in use on all client networks have licenses and provides advance notifications to IT managers when maintenance agreements will expire. The Software Manager researches licensing alternatives and presents the best licensing alternatives to clients. They consider usage trends, migration plans, operational changes, and return on investment (ROI) when researching alternatives. The Software Manager works closely with others to maintain a complete inventory of all software products maintained in the clients asset management system.

   Experience: 2 to 4 plus years of progressive related experience.
   Education: Bachelor’s Degree or equivalent years of experience in a related field.

**Systems Engineer (Entry)**

Description: Supports analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. Helps to develop integrated system test requirement, strategies, devices and systems. Supports overall system level testing. Executes technology assignments. Helps evaluate performance results and recommends changes affecting short-term project growth and success. Functions as a technical support for project assignments. Assists with designing and implementing IT systems to meet business needs. May develop code, test and implement computer programs and subsystems utilizing multiple programming languages. May lead subsystem design and participate in system design projects. May interface with customers to define system requirements and priorities. Assists in analyzing production problems. Supports business studies and feasibility studies. Supports the purchase, installation, and support of
network communications; evaluating current systems; the planning of large scale systems projects; performs integrated system test requirements, strategies, devices and systems. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Systems Engineer (Journeyman)**

Description: Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. Develops integrated system test requirements, strategies, devices and systems. Directs overall system level testing. Possesses and applies a comprehensive knowledge across tasks and medium impact assignments. Plans and leads complex technology assignments. Evaluates performance results and recommends significant changes affecting short-term project growth and success. Functions as a technical expert across project assignments. Designs and implements IT systems to meet business needs. May develop code, test and implement computer programs and subsystems utilizing multiple programming languages. May lead subsystem design and participates in system design projects. May interface with customers to define system requirements and priorities. Analyzes, resolves or assists in resolving production problems. May lead or support business studies and feasibility studies. Oversees the purchase, installation, and support of network communications. Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. Develops integrated system test requirements, strategies, devices and systems.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Systems Engineer (Senior)**

Description: Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. Develops integrated system test requirements, strategies, devices and systems. Directs overall system level testing. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. Designs and implements IT systems to meet business needs. May develop code, test and implement computer programs and subsystems utilizing multiple programming languages. May lead subsystem design and participates in system design projects. May interface with customers to define system requirements and priorities. Analyzes, resolves or assists in resolving production problems. May lead support business studies and feasibility studies. Manages the purchase, installation, and support of network communications. Responsible for evaluating current systems. Plans large scale systems projects. Provides technical direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Prepares milestone status reports and analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements. Develops integrated system test requirements, strategies, devices and systems. Directs overall system level testing. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

**Systems Engineer (Master)**

Description: Provides analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements to provide an integrated IT solution. Develops integrated system test requirements, strategies, devices and systems. Directs overall system level testing. Possesses and applies a SME level knowledge across key tasks and high impact assignments. Plans and leads multiple major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a SME across multiple project assignments. Designs and implements IT systems to meet business needs. May develop code, test and implement computer programs and subsystems utilizing multiple programming languages. May lead subsystem design and participates in system design projects. May interface with customers to define system requirements and priorities. Analyzes, resolves or assists in resolving production problems. May lead or support business studies and feasibility studies.
problems. May lead or support business studies and feasibility studies. Manages the purchase, installation, and support of network communications. Responsible for evaluating current systems. Plans large scale systems projects. Provides technical direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Prepares milestone status reports and analysis related to the design, development, and integration of hardware, software, man-machine interfaces and all system level requirements. Develops integrated system test requirement, strategies, devices and systems. Directs overall system level testing. May supervise several project teams.

Experience: 1 to 3 plus years of progressive related experience.

Education: Master of Science or equivalent years of experience in a related field.

Technical Contract Specialist
Description: The Technical Contract Specialist (TCS) provides direct support for agency IT program-related functions; from pre-transition through cutover and continuing through post-transition. The TCS collects and maintains documentation of all phases of client major projects, including deployment, service acceptance and other transition activities, cutover issues; and expansion and changing of services post transition. The TCS Assists in seat management for Agency internal/external customer support services, including installation, configuration, troubleshooting, customer assistance, and/or training in response to customer requirements. Provides input for preparation of final reports on Contractor performance for the applicable task order in accordance with the procedures prescribed by the agency. Provides input for invoice approval. Provides Customer and or Claimant representation in any discussions regarding Service Level Agreement (SLA) clarification and or definition and support processes. Supports in drafting statements of work (SOW) for task orders. Provides for training and implementation assistance, reviews and prepares recommendations concerning waivers of mandatory standards. Recommends the need for changes in agency policies or procedures. Prepares requests for local Moves/Adds/Changes (MACs) and submits for approval. Reviews MACs to validate accuracy of system migration and updates of the performed MACs. Performs moderately complex analysis of voice/data network needs and contributes to the architectural design, integration and installation to ensure effective customer network architectures. Evaluates, tests and documents current network technology baselines for both hardware and software to determine complex networking needs. Assists in develop technology to be deployed internally for various networks. Develops technical standards and interface applications. Identifies and evaluates new products and provides network problem resolutions to create and maintain optimal network solutions. Reports and monitors system utilization and associated costs to guide moderately complex short and long term information technology investment decisions as related to voice/data/video network solutions. Assists in assigning and leading work; provides guidance with regard to expertise, timeliness and completion of project objectives. Addresses performance issues within prescribed guidelines. Serves as an expert technical resource across functional teams to ensure consistent knowledge of network architectures. Serves as a senior technical resource to assist clients in analyzing and determining future voice/data/video network needs.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

Technical Editor
Description: Reviews content of technical documentation for quality. Produces technical and scientific illustrations for presentations and/or publication, as appropriate to the requirements. Ensures that documents follow the style laid out in the company’s style guide. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

Technical Writer
Description: Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. Coordinates the display of graphics and the production of the document. Ensures content is of
high quality and conforms to standards. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

Test Engineer (Entry)

Description: Evaluates, recommends, and implements automated test tools and strategies. Designs, implements, and conducts test and evaluation procedures to ensure system requirements are met. Develops, maintains, and upgrades automated test scripts and architectures for application products. Also writes, implements, and reports status for system test cases for testing. Analyzes test cases and provides regular progress reports. Serves as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection. Possesses and applies expertise on multiple work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 1 to 3 plus of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Test Engineer (Journeyman)

Description: Evaluates, recommends, and implements automated test tools and strategies. Designs, implements, and conducts test and evaluation procedures to ensure system requirements are met. Develops, maintains, and upgrades automated test scripts and architectures for application products. Also writes, implements, and reports status for system test cases for testing. Analyzes test cases and provides regular progress reports. Serves as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable. May supervise others.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Test Engineer (Senior)

Description: Evaluates, recommends, and implements automated test tools and strategies. Designs, implements, and conducts test and evaluation procedures to ensure system requirements are met. Develops, maintains, and upgrades automated test scripts and architectures for application products. Also writes, implements, and reports status for system test cases for testing. Analyzes test cases and provides regular progress reports. Serves as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
Training Specialist (Entry)

Description: Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Develops and revises training courses. Prepares training catalogs and course materials. Trains personnel by conducting formal classroom courses, workshops, and seminars. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus of progressive related experience.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

Training Specialist (Journeyman)

Description: Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Develops and revises training courses. Prepares training catalogs and course materials. Trains personnel by conducting formal classroom courses, workshops, and seminars. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience;

Education: Bachelor’s Degree or equivalent years of experience in a related field.

Training Specialist (Senior)

Description: Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Develops and revises training courses. Prepares training catalogs and course materials. Trains personnel by conducting formal classroom courses, workshops, and seminars. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related education.

Education: Bachelor’s Degree or equivalent years of experience in a related field.

Voice/Data Communications Engineer (Entry)

Description: Provides technical direction and engineering knowledge for communications activities including planning, designing, developing, testing, installing and maintaining large communications networks. Ensures that adequate and appropriate planning is provided to direct building architects and planners in building communications spaces and media pathways meet industry standards. Develops, operates, and maintains voice, wireless, video, and data communications systems. Provides complex engineering or analytical tasks and activities associated with one or more technical areas within the communications function. Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.

Experience: 1 to 3 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
Voice/Data Communications Engineer (Journeyman)

Description: Provides technical direction and engineering knowledge for communications activities including planning, designing, developing, testing, installing and maintaining large communications networks. Ensures that adequate and appropriate planning is provided to direct building architects and planners in building communications spaces and media pathways meet industry standards. Develops, operates, and maintains voice, wireless, video, and data communications systems. Provides complex engineering or analytical tasks and activities associated with one or more technical areas within the communications function. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Experience: 2 to 4 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.

Voice/Data Communications Engineer (Senior)

Description: Provides technical direction and engineering knowledge for communications activities including planning, designing, developing, testing, installing and maintaining large communications networks. Ensures that adequate and appropriate planning is provided to direct building architects and planners in building communications spaces and media pathways meet industry standards. Develops, operates, and maintains voice, wireless, video, and data communications systems. Provides complex engineering or analytical tasks and activities associated with one or more technical areas within the communications function. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related education.

Education: Bachelor of Science or equivalent years of experience in a related field.

Voice/Data Communications Engineer (Master)

Description: Provides technical direction and engineering knowledge for communications activities including planning, designing, developing, testing, installing and maintaining large communications networks. Ensures that adequate and appropriate planning is provided to direct building architects and planners in building communications spaces and media pathways meet industry standards. Develops, operates, and maintains voice, wireless, video, and data communications systems. Provides complex engineering or analytical tasks and activities associated with one or more technical areas within the communications function. Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May manage multiple projects or assignments.

Experience: 1 to 3 plus years of progressive related education.

Education: Master of Science or equivalent years of experience in a related field.

Web Content Analyst

Description: Provides for development and content that will motivate and entertain users so that they regularly access the website and utilize it as a major source for information and decision-making. Provides managing/performing website editorial activities including gathering and researching information that enhances the value of the site. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
Web Designer

Description: Designs and builds web pages using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special-effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's online offerings. Designs the website to support the organization's strategies and goals relative to external communications. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Experience: 3 to 5 plus years of progressive related experience.

Education: Bachelor of Science or equivalent years of experience in a related field.
Customer Information

1. Geographic Scope of Contract:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

[ ] The Geographic Scope of Contract will be domestic and overseas delivery.
[ ] The Geographic Scope of Contract will be overseas delivery only.
[X] The Geographic Scope of Contract will be domestic delivery only.

2. Contractor’s Ordering Address and Payment Information

Mail and facsimile orders should be forwarded to the following address and telephone number:

Innovative Technologies, Inc.
3409 Oakton Chase Ct,
Oak Hill, VA 20171
Attn: Mario Martinez
Phone: (703) 819-7150

Contractor must accept the credit card for payments equal to or less than the micro-purchase threshold for oral or written orders under this contract. The Contractor will agree to accept the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance: (703) 819-7150

2. Maximum order: $500,000.00

3. Minimum order: $100.00


5. Point(s) of production (city, county, and State or foreign country): Oak Hill, Fairfax County, Virginia

6. Discount from list prices or statement of net price: All prices quoted under this contract are discounted from our commercial prices, and are stated as Net prices, including the GSA discount and IFF.

   ▪ State and Local Government Agencies: Offered the same discounts as all Federal Government customers
   ▪ Government Educational Institutions: Offered the same discounts as all Federal Government customers

7. Quantity discounts: None

8. Prompt payment terms: 1% Net 10 days

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: N/A

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: ITI will accept the Government purchase card for all orders and amounts.

10. Foreign items (list items by country of origin): N/A

11a. Time of delivery: As negotiated between ITI and ordering activity

11b. Expedited Delivery: As negotiated between ITI and ordering activity

11c. Overnight and 2-day delivery: The Contractor will indicate whether overnight and 2-day delivery are
available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:

As negotiated between ITI and ordering activity

11d. Urgent Requirements: The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery:

As negotiated between ITI and ordering activity

12. F.O.B. point(s): Destination

13a. Ordering address(es):

Innovative Technologies, Inc.
3409 Oakton Chase Ct,
Oak Hill, VA 20171
Attn: Mario Martinez
Phone: (703) 819-7150

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


Remit Address:
3409 Oakton Chase Ct,
Oak Hill, VA 20171
Attn: Mario Martinez
Phone: (703) 819-7150

FEIN: 54-1599476
Duns #: 85-914-9957

Bank Information

Bank of America

Bank Physical Address: TBD
ABA Number: TBD TBD ITI
Account Number: TBD
Account Name: TBD

15. Warranty provision: Standard Commercial Warranty

16. Export packing charges, if applicable: N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): ITI accepts government purchase cards in accordance with government purchase card program guidelines.

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

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

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
20a. Terms and conditions for any other services (if applicable): N/A

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

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

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

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

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov.

25. CAGE Code: 0TXD0

26. Notification regarding registration in System for Award Management (SAM): Expiration Date: 01/01/2022