Commercial Price Catalogue

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1 Commercial Pricing for Services – Calendar Years 2015 - 2020

Labor Category	2015	2016	2017	2018	2019	2020
Senior Technical Subject Matter Expert	$345.39	$355.75	$366.42	$377.42	$388.74	$400.40
Technical Subject Matter Expert	$316.70	$326.20	$335.99	$346.07	$356.45	$367.14
Technical Subject Matter Expert (IT)	$357.97	$366.92	$376.09	$385.49	$395.13	$405.01
Senior Functional Subject Matter Expert	$298.94	$307.91	$317.15	$326.66	$336.46	$346.55
Functional Subject Matter Expert	$283.03	$291.52	$300.27	$309.27	$318.55	$328.11
Functional Subject Matter Expert (IT)	$322.14	$330.19	$338.45	$346.91	$355.58	$364.47
Senior Manager	$221.70	$228.35	$235.20	$242.26	$249.53	$257.01
Senior Manager (IT)	$250.58	$256.84	$263.27	$269.85	$276.59	$283.51
Program Manager	$170.48	$175.59	$180.86	$186.29	$191.88	$197.63
Program Manager (IT)	$177.77	$182.21	$186.77	$191.44	$196.22	$201.13
Principal Project Manager	$206.16	$212.34	$218.72	$225.28	$232.03	$239.00
Senior Project Manager	$188.12	$193.76	$199.58	$205.56	$211.73	$218.08
Project Manager	$152.01	$156.57	$161.27	$166.11	$171.09	$176.22
Project Manager (IT)	$170.53	$174.79	$179.16	$183.64	$188.23	$192.94
Task Manager/Leader	$114.00	$117.42	$120.94	$124.57	$128.31	$132.16
Task Manager/Leader (IT)	$128.86	$132.08	$135.38	$138.77	$142.24	$145.79
Senior Organizational Development Consultant	$378.64	$390.00	$401.70	$413.75	$426.16	$438.95
Organizational Development Consultant	$315.52	$324.99	$334.74	$344.78	$355.12	$365.77
Junior Organizational Development Consultant	$239.79	$246.98	$254.39	$262.03	$269.89	$277.98
Organizational Management Specialsit	$190.01	$195.71	$201.58	$207.63	$213.86	$220.27
Principal Business Operations Specialist	$192.60	$198.38	$204.33	$210.46	$216.77	$223.28
Senior Business Operations Specialist	$180.67	$186.09	$191.67	$197.42	$203.35	$209.45
Business Operations Specialist	$158.35	$163.10	$167.99	$173.03	$178.22	$183.57
Executive Coach - Consultant	$378.64	$390.00	$401.70	$413.75	$426.16	$438.95
Coach - Consultant	$315.52	$324.99	$334.74	$344.78	$355.12	$365.77
Junior Coach - Consultant	$239.79	$246.98	$254.39	$262.03	$269.89	$277.98
Training Specialist	$220.87	$227.50	$234.32	$241.35	$248.59	$256.05
Principal Business Analyst	$196.35	$201.26	$206.29	$211.45	$216.73	$222.15
Senior Business Analyst	$184.19	$188.79	$193.51	$198.35	$203.31	$208.39
Business Analyst	$171.79	$176.08	$180.49	$185.00	$189.62	$194.36
Implemetation Specialist	$126.68	$130.48	$134.39	$138.43	$142.58	$146.86
Implemetation Specialist (IT)	$143.18	$146.76	$150.43	$154.19	$158.04	$162.00
Principal Consultant	$153.45	$158.05	$162.80	$167.68	$172.71	$177.89
Senior Consultant	$127.85	$131.69	$135.64	$139.71	$143.90	$148.21
Consultant	$107.38	$110.60	$113.92	$117.34	$120.86	$124.48
Principal Consultant (IT)	$191.61	$196.40	$201.31	$206.34	$211.50	$216.79
Senior Consultant (IT)	$159.64	$163.63	$167.72	$171.91	$176.21	$180.62
Consultant (IT)	$134.09	$137.44	$140.88	$144.40	$148.01	$151.71
Principal Security Specialist	$148.98	$153.45	$158.05	$162.79	$167.68	$172.71
Senior Security Specialist	$124.13	$127.85	$131.69	$135.64	$139.71	$143.90
Security Specialist	$104.25	$107.38	$110.60	$113.92	$117.33	$120.85
Principal Security Specialist (IT)	$196.19	$201.09	$206.12	$211.28	$216.56	$221.97
Senior Security Specialist (IT)	$164.06	$168.16	$172.37	$176.67	$181.09	$185.62
Security Specialist (IT)	$131.05	$134.33	$137.68	$141.13	$144.65	$148.27
Principal Analyst	$110.78	$114.10	$117.53	$121.05	$124.68	$128.42
Senior Analyst	$102.32	$105.39	$108.55	$111.81	$115.16	$118.62
Analyst	$76.71	$79.01	$81.38	$83.82	$86.34	$88.93
Principal Policy/Legislative Analyst	$133.60	$137.61	$141.74	$145.99	$150.37	$154.88
Senior Policy/Legislative Analyst	$110.07	$113.37	$116.77	$120.28	$123.88	$127.60
Policy/Legislative Analyst	$100.33	$103.34	$106.44	$109.63	$112.92	$116.31
Principal Research Analyst	$110.07	$113.37	$116.77	$120.28	$123.88	$127.60
Senior Research Analyst	$97.35	$100.27	$103.28	$106.38	$109.57	$112.86
Research Analyst	$85.74	$88.31	$90.96	$93.69	$96.50	$99.40
Principal Analyst (IT)	$138.36	$141.82	$145.36	$149.00	$152.72	$156.54
Senior Analyst (IT)	$127.73	$130.92	$134.20	$137.55	$140.99	$144.51
Analyst (IT)	$95.97	$98.37	$100.83	$103.35	$105.93	$108.58

Labor Category	2015	2016	2017	2018	2019	2020
Principal Engineer/Principal Scientist	$205.89	$212.07	$218.43	$224.98	$231.73	$238.68
Senior Engineer/Senior Scientist	$188.39	$194.04	$199.86	$205.86	$212.03	$218.40
Engineer/Scientist	$170.88	$176.01	$181.29	$186.73	$192.33	$198.10
Junior Engineer/Junior Scientist	$144.15	$148.47	$152.93	$157.52	$162.24	$167.11
Principal ES&H Specialist	$143.27	$147.57	$152.00	$156.55	$161.25	$166.09
Senior ES&H Specialist	$107.28	$110.50	$113.81	$117.23	$120.74	$124.37
ES&H Specialist	$98.27	$101.22	$104.25	$107.38	$110.60	$113.92
Principal Engineer (Security)	$139.84	$144.04	$148.36	$152.81	$157.39	$162.11
Senior Engineer (Security)	$104.73	$107.87	$111.11	$114.44	$117.87	$121.41
Engineer (Security)	$69.81	$71.90	$74.06	$76.28	$78.57	$80.93
Software Engineer	$121.88	$124.93	$128.05	$131.25	$134.53	$137.90
Network Engineer	$119.94	$122.94	$126.01	$129.16	$132.39	$135.70
Senior Computer Programmer	$119.03	$122.01	$125.06	$128.18	$131.39	$134.67
Principal Systems Analyst	$171.18	$176.32	$181.60	$187.05	$192.66	$198.44
Senior Systems Analyst	$147.67	$152.10	$156.66	$161.36	$166.20	$171.19
Systems Analyst	$131.11	$135.04	$139.09	$143.27	$147.57	$151.99
Principal Database/Computer Systems Engineer	$116.12	$119.60	$123.19	$126.89	$130.69	$134.61
Senior Database/Computer Systems Engineer	$98.79	$101.75	$104.81	$107.95	$111.19	$114.52
Database/Computer Systems Engineer	$83.49	$85.99	$88.57	$91.23	$93.97	$96.79
Principal Systems Analyst (IT)	$132.17	$135.47	$138.86	$142.33	$145.89	$149.54
Senior Systems Analyst (IT)	$113.04	$115.87	$118.76	$121.73	$124.78	$127.89
Systems Analyst (IT)	$95.53	$97.92	$100.37	$102.88	$105.45	$108.08
Computer Programmer	$68.63	$70.35	$72.10	$73.91	$75.75	$77.65
Technical Data Specialist	$114.82	$117.69	$120.63	$123.65	$126.74	$129.91
Network Technician	$84.47	$86.58	$88.75	$90.96	$93.24	$95.57
Administrative Assistant	$58.81	$60.57	$62.39	$64.26	$66.19	$68.18
Administrative Assistant (IT)	$65.44	$67.08	$68.75	$70.47	$72.23	$74.04
Word Processor	$36.72	$37.64	$38.58	$39.54	$40.53	$41.55
Production Specialist	$52.53	$54.11	$55.73	$57.40	$59.12	$60.90
Production Specialist (IT)	$65.56	$67.20	$68.88	$70.60	$72.37	$74.18
Admin/Clerical Assistant	$51.12	$52.65	$54.23	$55.86	$57.54	$59.26
Admin/Clerical Assistant (IT)	$63.84	$65.44	$67.07	$68.75	$70.47	$72.23
Senior Technical Writer	$117.05	$120.56	$124.18	$127.90	$131.74	$135.69
Technical Writer	$95.02	$97.87	$100.81	$103.83	$106.95	$110.15
Technical Writer (IT)	$107.39	$110.07	$112.83	$115.65	$118.54	$121.50
Executive Research Assistant	$63.35	$65.25	$67.21	$69.22	$71.30	$73.44
Executive Research Assistant (IT)	$71.59	$73.38	$75.21	$77.09	$79.02	$81.00
Principal Software Developer	$237.26	$243.19	$249.27	$255.50	$261.89	$268.44
Senior Software Developer	$222.89	$228.46	$234.17	$240.03	$246.03	$252.18
Software Developer	$209.36	$214.59	$219.96	$225.46	$231.09	$236.87
Principal Web Developer	$185.33	$189.96	$194.71	$199.58	$204.57	$209.68
Senior Web Developer	$171.18	$175.46	$179.85	$184.34	$188.95	$193.67
Web Developer	$157.19	$161.12	$165.15	$169.28	$173.51	$177.85
Principal Application Developer	$183.68	$188.27	$192.98	$197.80	$202.75	$207.82
Senior Application Developer	$147.16	$150.84	$154.61	$158.48	$162.44	$166.50
Application Developer	$119.14	$122.12	$125.17	$128.30	$131.51	$134.80
Senior Testing Specialist	$125.36	$128.49	$131.71	$135.00	$138.37	$141.83
Testing Specialist	$98.23	$100.69	$103.20	$105.78	$108.43	$111.14
Senior Useability Specialist	$125.36	$128.49	$131.71	$135.00	$138.37	$141.83
Usability Specialist	$98.23	$100.69	$103.20	$105.78	$108.43	$111.14
Senior Graphic Designer	$132.57	$135.88	$139.28	$142.76	$146.33	$149.99
Graphic Designer	$112.09	$114.89	$117.76	$120.71	$123.73	$126.82
Contracts Specialist	$95.72	$98.59	$101.55	$104.60	$107.73	$110.97
Subcontract Administrator	$73.85	$76.07	$78.35	$80.70	$83.12	$85.61
Planning Assistant	$66.37	$68.36	$70.41	$72.52	$74.70	$76.94

1.1   Position Descriptions

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Senior Technical Subject Matter Expert	Master's Degree (PhD. Preferred) and a minimum 20 years experience of which at least 15 years is directly relative to subject matter. Typically a former high-ranking military of civilian official and recognized by industry as an expert in their specific field. Excellent oral and written communication skills.	Provides extensive, enterprise-wide knowledge, expertise, and experience in one or more designated technical and/or domain areas. Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions. Provides high-level vision to program/project manager or senior client leadership to influence objectives of complex efforts. Supports the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction. Provides highest-level functional expertise to prepare, advise and/or review the most technically demanding and sophisticated work being performed within assigned area of responsibility. Analyzes complex problems, makes recommendations, develops alternative solutions and draft and executes implementation plan. Converses with and provides assistance to highest levels of corporate and government management.
Technical Subject Matter Expert	Bachelor's Degree in field relative to area of expertise, masters preferred plus twenty-five years professional expertise of which at least ten years experience is directly relative to subject matter. Typically a former high-ranking military or civilian official and recognized by industry as an expert in their specific field. Excellent oral and written communication skills.	Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated technical and/or domain areas. Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions. Is responsible for providing high-level vision to program/project manager or senior client leadership to influence objectives of complex efforts. The Technical Subject Matter Expert is primarily utilized on projects for their specific expertise, not in a managerial capacity, in support of the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction. Provides highest-level functional expertise to prepare, advise and/or review the most technically demanding and sophisticated work being performed within assigned area of responsibility. Analyzes complex problems, makes recommendations, develops alternative solutions and draft and executes implementation plan. Converses with and provides assistance to highest levels of corporate and government management.
Technical Subject Matter Expert (IT)	Bachelor's Degree in field relative to area of expertise, masters preferred plus twenty-five years professional expertise of which at least ten years experience is directly relative to subject matter. Typically a former high-ranking military or civilian official and recognized by industry as an expert in their specific field. Excellent oral and written communication skills.	Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; responsible for providing high-level vision to program/project manager or senior client leadership to influence objectives of complex efforts. Provides highest-level functional expertise to prepare, advise and/or review the most technically demanding and sophisticated work being performed within assigned area of responsibility. Analyzes complex problems, makes recommendations, develops alternative solutions and draft and executes implementation plan. Converses with and provides assistance to highest levels of corporate and government management. The Technical Subject Matter Expert is primarily utilized on projects for their specific expertise, not in a managerial capacity, in support of the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Cloud Technical Subject Matter Expert (IT)	Bachelor's Degree in field relative to area of expertise, masters preferred plus fifteen years professional expertise of which at least ten years experience is directly relative to subject matter. Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated or technical and/or domain areas. Typically a former high-ranking military or civilian official and recognized by industry as an expert in their specific field. Excellent oral and written communication skills.	Provides insight and advice concerning strategic direction and applicability of up to date, cloud industry standard solutions; responsible for providing high-level vision to program/project manager or senior client leadership to influence objectives of complex efforts. Provides highest-level functional expertise to prepare, advise and/or review the most technically demanding and sophisticated work being performed within assigned area of responsibility. Analyzes complex problems, makes recommendations, develops alternative solutions and draft and executes implementation plan. Converses with and provides assistance to highest levels of corporate and government management. The Technical Subject Matter Expert is primarily utilized on projects for their specific expertise, not in a managerial capacity, in support of the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction.
Senior Functional Subject Matter Expert	Master's Degree (PhD. Preferred) and a minimum of 20 years experience of which at least 15 years is directly relative to subject matter. Recognized industry competence at the highest level in specialty area; a senior expert with extensive knowledge in designated field or discipline. Excellent oral and written communication skills.	Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Applies principles and methods of the subject matter to specialized solutions. Generally possess demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise may include, but is not limited to, safeguards and security, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills.
Functional Subject Matter Expert	Master's Degree in field relative to area of expertise (Ph.D. preferred) plus fifteen years professional expertise of which at least ten years experience is directly relative to subject matter. Recognized industry competence at the highest level in specialty area; a bona fide expert, is well read and likely published in subject field. Excellent oral and written communication skills.	Senior expert with extensive knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Applies principles and methods of the subject matter to specialized solutions. Generally possess demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise may include, but is not limited to, safeguards and security, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills.
Functional Subject Matter Expert (IT)	Master's Degree in field relative to area of expertise (Ph.D. preferred) plus fifteen years professional expertise of which at least ten years experience is directly relative to subject matter. Senior expert with extensive knowledge in designated field or discipline. Recognized industry competence at the highest level in specialty area; a bona fide expert, is well	Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Applies principles and methods of the subject matter to specialized solutions. Generally possess demonstrated ability and experience in management consulting and cross-team facilitation at the senior

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	read and likely published in subject field. Excellent oral and written communication skills.	management level. Other areas of expertise may include, but is not limited to, safeguards and security, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills.
Senior Manager	Bachelor's Degree (Master's preferred) in a related discipline and at least fifteen years of relevant work experience. Excellent oral and written communication skills.	Provides strategic direction, vision, leadership, and overall program management to the team. Maintains productive and effective client relationship with the most senior levels of the client organization, establishes goals and business plans for area of responsibility and have broad latitude for decision-making. Interacts with executives in current and potential client and customer organizations on matters of substantial importance and sensitivity. Responsible for developing and sustaining client and customer base, ensuring high quality technical and scientific products and services are provided to clients and customers, and cultivating business contacts and leads. Responsible for identifying and targeting business opportunities and ensuring resources are committed to developing such targets. Continually evaluates strategy and plans to meet changing technical and competitive conditions. Has responsibility for multiple programs providing a variety of services to a diverse customer base. Works with executive leadership in client organizations to plan and implement new programs and ensure quality products and services consistent with the terms of each agreement are provided in a timely manner. Works with clients to identify and resolve complex problems or contractual issues.
Senior Manager (IT)	Bachelor's Degree in a related discipline (Master's preferred) and at 15-years of relevant work experience. Excellent oral and written communication skills.	Provides strategic direction, vision, leadership, and overall program management to the team. Maintains productive and effective client relationship with the most senior levels of the client organization, establishes goals and business plans for area of responsibility and have broad latitude for decision-making. Interacts with executives in current and potential client and customer organizations on matters of substantial importance and sensitivity. Responsible for developing and sustaining client and customer base, ensuring high quality technical and scientific products and services are provided to clients and customers, and cultivating business contacts and leads. Responsible for identifying and targeting business opportunities and ensuring resources are committed to developing such targets. Continually evaluates strategy and plans to meet changing technical and competitive conditions. Has responsibility for multiple programs providing a variety of services to a diverse customer base. Works with executive leadership in client organizations to plan and implement new programs and ensure quality products and services consistent with the terms of each agreement are provided in a timely manner. Works with clients to identify and resolve complex problems or contractual issues.
Cloud Senior Manager (IT)	Bachelor's Degree in a related discipline (Master's preferred) and at least 15-years of relevant work experience. Excellent oral and written communication skills.	Senior executive responsible for providing strategic direction, vision, leadership, and overall program management to the team. Contributes to organizational direction through regular involvement with senior level client leadership and team members. Provides strategic direction, vision, leadership, and overall program management to the team. Maintains productive and effective client relationship with the most senior levels of the client organization, establishes goals and business plans for area of responsibility and have broad latitude for decision-making. Interacts with executives in

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		current and potential client and customer organizations on matters of substantial importance and sensitivity. Responsible for developing and sustaining client and customer base, ensuring high quality technical and scientific products and services are provided to clients and customers, and cultivating business contacts and leads. Responsible for identifying and targeting business opportunities and ensuring resources are committed to developing such targets. Continually evaluates strategy and plans to meet changing cloud-based technical and competitive conditions. Has responsibility for multiple programs providing a variety of services to a diverse customer base. Works with executive leadership in client organizations to plan and implement new programs and ensure quality products and services consistent with the terms of each agreement are provided in a timely manner. Works with clients to identify and resolve complex problems or contractual issues.
Program Manager	Bachelor's Degree and ten years management experience, including a broad and deep knowledge of business administration, and human resource management, and excellent oral and written communications skills. Excellent oral and written communication skills.	Coordinates the management of all work performed under contracts under his/her purview, and is the central point of contact and is ultimately responsible for coordinating the efforts of subcontractors, team members, vendors, etc. in the performance of the required work and services under all task orders. Works independently on all phases of performance, including contract management, project/task order management, coordination of resource needs, coordination with corporate resources and management, and has direct accountability for the technical correctness, timeliness and quality of deliverables. Responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance, etc. Responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, this may include subject matter and unique technical knowledge, provides technical expertise, and participates in briefings and meetings.
Program Manager (IT)	Bachelor's Degree in Business Administration, Computer Science, or related field, and a minimum of seven years experience in management of programs with direct experience in information management and information technology. A minimum of four years experience at a supervisory level. Demonstrated excellent oral and written communications skills. Excellent oral and written communication skills.	Coordinates the management of all work performed under the contract. Responsible for coordinating the efforts of subcontractors, team members, vendors, etc. Acts as the central point of contact and shall have the full authority to act for the Contractor in the performance of the required work and services under all task orders. Works independently on all phases of performance, including contract management, project/task order management, coordination of resource needs, coordination with corporate resources and management, and has direct accountability for the technical correctness, timeliness and quality of deliverables.
Health Program Manager (IT)	Bachelor's Degree in Business Administration, Computer Science, or related field, and a minimum of seven years experience in management of programs with direct experience in information management and information technology. A minimum of four years experience at a supervisory level. Demonstrated excellent oral and written communications skills.	Senior manager responsible for coordinating the management of all work performed under the contract. Responsible for coordinating the efforts of subcontractors, team members, vendors, etc. Acts as the central point of contact and shall have the full authority to act for the Contractor in the performance of the required work and services under all task orders. Works independently on all phases of performance, including contract management, project/task order management, coordination of resource needs, coordination with corporate resources and management, and has direct

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		accountability for the technical correctness, timeliness and quality of deliverables.
Cloud Program Manager (IT)	Bachelor's Degree in Business Administration, Computer Science, or related field, and a minimum of seven years experience in management of programs with direct experience in information management and information technology. A minimum of four years experience at a supervisory level. Demonstrated excellent oral and written communications skills.	Senior manager responsible for coordinating the management of all work performed under the contract. Responsible for coordinating the efforts of subcontractors, team members, vendors, etc. Acts as the central point of contact and shall have the full authority to act for the Contractor in the performance of the required cloud work and services under all task orders. Works independently on all phases of performance, including contract management, project/task order management, coordination of resource needs, coordination with corporate resources and management, and has direct accountability for the technical correctness, timeliness and quality of deliverables.
Principal Project Manager	Bachelor's Degree and a minimum of 15 years of related experience. PMP certification preferred. Excellent oral and written communication skills.	Manages, and provides technical guidance, to the project team in performance of the work. Maintains and manages the client interface at the Contracting Officer's Technical Representative (COTR) level of the client organization. Provides technical advice, resolves problems, and anticipates future requirements. Prepares or reviews project or task proposals or plans to determine schedules, funding requirements and limitations, procedures for accomplishing the project, staffing requirements, and allotment of available resources. Directs and coordinates activities of project personnel to ensure: timeliness and quality of products and services; maintenance of project schedules; cost control to ensure conformance with prescribed budget; and, responsiveness to customer requirements. Assists the Program Manager as required in managing contract performance.
Senior Project Manager	Bachelor's Degree and a minimum of 10 years of related experience. PMP certification preferred. Excellent oral and written communication skills.	Manages, and provides technical guidance, to the project team in performance of the work. Maintains and manages the client interface at the Contracting Officer's Technical Representative (COTR) level of the client organization. Provides technical advice, resolves problems, and anticipates future requirements. Prepares or reviews project or task proposals or plans to determine schedules, funding requirements and limitations, procedures for accomplishing the project, staffing requirements, and allotment of available resources. Directs and coordinates activities of project personnel to ensure: timeliness and quality of products and services; maintenance of project schedules; cost control to ensure conformance with prescribed budget; and, responsiveness to customer requirements. Assists the Program Manager as required in managing contract performance.
Project Manager	Bachelor's Degree and seven years related experience. Excellent oral and written communication skills.	Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work. The Project Manager maintains and manages the client interface at the COTR levels of the client organization and management personnel to provide technical advice, resolve problems, and anticipate future requirements; assists the Program Manager as required in managing contract performance. Manages a team of professionals in providing a wide range of services and managing assigned projects within scope and budget. Prepares or reviews project or task proposal or plan to determine time frame, schedules, funding requirements and limitations, procedures for accomplishing project, staffing requirements, and allotment of

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		available resources to various phases of project or task. Directs and coordinates activities of project personnel to ensure timeliness of products and services, maintenance of project schedule, cost control to ensure conformance with prescribed budget, responsiveness to customer requirements, and that the quality of product and services is maintained.
Project Manager (IT)	Bachelor's Degree and 7-years related experience. Excellent oral and written communication skills.	Maintains and manages the client interface at the COTR levels of the client organization and management personnel to provide technical advice, resolve problems, and anticipate future requirements; assists the Program Manager as required in managing contract performance. Manages a team of professionals in providing a wide range of services and managing assigned projects within scope and budget. Prepares or reviews project or task proposal or plan to determine time frame, schedules, funding requirements and limitations, procedures for accomplishing project, staffing requirements, and allotment of available resources to various phases of project or task. Directs and coordinates activities of project personnel to ensure timeliness of products and services, maintenance of project schedule, cost control to ensure conformance with prescribed budget, responsiveness to customer requirements, and that the quality of product and services is maintained.
Health Project Manager (IT)	Bachelor's Degree and 7-years related experience. PMP certification preferred. Excellent oral and written communication skills.	Maintains and manages the client interface at the COTR levels of the client organization and management personnel to provide technical advice, resolve problems, and anticipate future requirements; assists the Program Manager as required in managing contract performance. Manages a team of professionals in providing a wide range of services and managing assigned projects within scope and budget. Prepares or reviews project or task proposal or plan to determine time frame, schedules, funding requirements and limitations, procedures for accomplishing project, staffing requirements, and allotment of available resources to various phases of project or task. Directs and coordinates activities of project personnel to ensure timeliness of products and services, maintenance of project schedule, cost control to ensure conformance with prescribed budget, responsiveness to customer requirements, and that the quality of product and services is maintained.
Cloud Project Manager (IT)	Bachelor's Degree and 7-years related experience. PMP certification preferred. Excellent oral and written communication skills.	Maintains and manages the client interface at the COTR levels of the client organization and management personnel to provide technical advice, resolve problems, and anticipate future requirements; assists the Program Manager as required in managing contract performance. Manages a team of cloud professionals in providing a wide range of services and managing assigned projects within scope and budget. Prepares or reviews project or task proposal or plan to determine time frame, schedules, funding requirements and limitations, procedures for accomplishing project, staffing requirements, and allotment of available resources to various phases of project or task. Directs and coordinates activities of project personnel to ensure timeliness of products and services, maintenance of project schedule, cost control to ensure conformance with prescribed budget, responsiveness to customer requirements, and that the quality of product and services is maintained.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Task Manager/Leader	Bachelor's Degree and 6 years of related experience. Excellent oral and written communication skills.	Typically require the innovative application of specialized knowledge (e.g., technical expertise in a specific discipline) or the resolution of complex management problems, which require innovative solutions, based on broad functional knowledge. Prepares complex data analysis plans or engineering plans. Provides technical oversight of assigned projects. Assists the Program and Project Managers serving as the working level focal point between contractor, government technical and government contracting staffs. Provides technical direction for the complete task effort and keeps the Project and Program Manager(s) abreast of all problems and accomplishments. For assigned task orders, allocates resources, provides technical and management oversight, provides technical expertise, and participates in briefings and meetings. Anticipates problems and works to mitigate the anticipated problems. Experienced in task management, responsible for ensuring successful task completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions. Reviews task requirements, prepares project synopses, compares alternatives, prepares specifications, coordinates work with others, and orients clients. Reviews and evaluates work of subordinate staff and prepares performance reports in writing and orally to company and client representatives.
Task Manager/Leader (IT)	Bachelor's Degree and 6 years experience in applying the innovative applications of specialized knowledge (e.g., technical expertise in a specific discipline) or the resolution of complex management problems requiring innovative solutions. Excellent oral and written communication skills.	Prepares complex data analysis plans or engineering plans. Manages data collection and analysis work and provides technical oversight of assigned projects. Assists the Program and Project Managers serving as the working level focal point between contractor, government technical and government contracting staffs. Provides technical direction for the complete task effort and keeps the Project and Program Manager(s) abreast of all problems and accomplishments. For assigned task orders, allocates resources, provides technical and management oversight, provides technical expertise, and participates in briefings and meetings. Anticipates problems and works to mitigate the anticipated problems. Experienced in task management, responsible for ensuring successful task completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions. Reviews task requirements, prepares project synopses, compares alternatives, prepares specifications, coordinates work with others, and orients clients. Reviews and evaluates work of subordinate staff and prepares performance reports in writing and orally to company and client representatives.
Health Task Manager/Leader (IT)	Bachelor's Degree and 6-10 years experience in applying the innovative applications of specialized knowledge (e.g., technical expertise in a specific discipline) or the resolution of complex management problems requiring innovative solutions. Excellent oral and written communication skills.	Prepares complex data analysis plans or engineering plans. Manages data collection and analysis work and provides technical oversight of assigned projects. Assists the Program and Project Managers serving as the working level focal point between contractor, government technical and government contracting staffs. Provides technical direction for the complete task effort and keeps the Project and Program Manager(s) abreast of all problems and accomplishments. For assigned task orders, allocates resources, provides technical and management oversight, provides technical expertise, and participates in briefings and meetings. Anticipates problems and works to mitigate the anticipated problems. Experienced in task management, responsible for ensuring successful task completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions. Reviews task requirements, prepares

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		project synopses, compares alternatives, prepares specifications, coordinates work with others, and orients clients. Reviews and evaluates work of subordinate staff and prepares performance reports in writing and orally to company and client representatives.
Cloud Task Manager/Leader (IT)	Bachelor's Degree and 6-10 years experience in applying the innovative applications of specialized knowledge (e.g., technical expertise in a specific discipline) or the resolution of complex management problems requiring innovative solutions. Excellent oral and written communication skills.	Prepares complex data analysis plans or engineering plans. Manages data collection and analysis work and provides technical oversight of assigned projects. Assists the Program and Project Managers serving as the working level focal point between contractor, government technical and government contracting staffs. Provides cloud-based technical direction for the complete task effort and keeps the Project and Program Manager(s) abreast of all problems and accomplishments. For assigned task orders, allocates resources, provides technical and management oversight, provides technical expertise, and participates in briefings and meetings. Anticipates problems and works to mitigate the anticipated problems. Experienced in task management, responsible for ensuring successful task completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions. Reviews task requirements, prepares project synopses, compares alternatives, prepares specifications, coordinates work with others, and orients clients. Reviews and evaluates work of subordinate staff and prepares performance reports in writing and orally to company and client representatives.
Senior Organizational Development Consultant	Master's Degree with 10 years of direct facilitation experience in in workshops, large group, and workgroup and team settings. Excellent oral and written communication skills.	Independently manages all aspects of client engagement. This involves analyzing problems and challenges, defining and articulating possible interventions, developing internal marketing messages to gain buy in for interventions, and tracking interventions through final deliverables. The Senior OD Consultant builds consensus with the client and manages client relations across all levels of the organization. They will also provide support and education of internal organizational development personnel upon client request.
Organizational Development Consultant	Master's Degree in a behavioral science field and 10 years of experience in OD or a related field. Specialized experience will include facilitation and an in-depth knowledge of adult learning principles and the ability to design and deliver experiential learning programs.	Works with all levels of an organization. Gathers data for assessments and makes appropriate analyses for intervention. Facilitates team and workgroups. Conducts one-on-one coaching interventions. Manages all phases of a project through to deliverables.
Junior Organizational Development Consultant	Bachelor's Degree in behavioral sciences or related field with 3 years of direct client experience, including facilitation of small and medium sized workgroups. Certification in Myers-Briggs and at least one industry recognized assessment instrument. In-depth knowledge of adult learning principles required.	Gathers data for assessment and compiles an initial analysis for review by a seasoned OD practitioner. Facilitates small to medium workgroups, from front line employees up through mid-level in the organization, and is able to interface well with all levels of an organization.
Organizational Management Specialist	Bachelor's Degree (Master's or Ph.D. preferred) and 10 years related experience, six years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/improvement methods, enterprise applications, etc.).	Provides senior level advice, guidance to corporate, and client organizations. Maintains knowledge of organizational requirements and goals, and anticipates internal and external drivers that could potentially impact the organization(s). Maintains frequent contacts with program/project managers and senior client management and staff regarding complex issues and potentially involving multiple entities. Identifies problem areas and independently resolves complaints for

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	Excellent oral and written communication skills.	even the most extreme problems. Plans the study of workplace problems such as organizational change, communications, quality control, information flow, integrated production methods, inventory control, and/or cost analysis. Participates in manpower planning and planning for succession, and makes recommendations to senior management. Conducts operational effectiveness reviews to insure program/project systems are applied as designed and functioning properly. Conducts analyses of organizational structures, functions and responsibilities, reporting relationships, workforce capabilities, business and/or operating procedures and processes, and workflow to devise a most efficient method of accomplishing work.
Principal Business Operations Specialist	Bachelor's Degree and a minimum of 10 years experience, 6 years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/improvement methods, enterprise applications, etc.). Excellent oral and written communication skills.	Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies.
Senior Business Operations Specialist	Bachelor's Degree and a minimum of 6 years experience, 3 years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/improvement methods, enterprise applications, etc.). Excellent oral and written communication skills.	Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies.
Business Operations Specialist	Bachelor's Degree and a minimum of 6 years experience. Good oral and written communication skills.	Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the

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		success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies.
Executive Coach – Consultant	Master's Degree with 12 years of direct executive coaching experience. Excellent oral and written communication skills.	Facilitates professional and personal development to the point of individual growth, improved performance and contentment. Attempts to stimulate the client's self-discovery where actions may result in experiential learning and development of new approaches to situations. Works with clients towards specific professional goals, including career transition, interpersonal and professional communication, performance management, organizational effectiveness, managing career and personal changes, developing executive presence, enhancing strategic thinking, dealing effectively with conflict, and building an effective team within an organization.
Coach – Consultant	Master's Degree with 10 years of direct executive coaching experience. Excellent oral and written communication skills.	Facilitates professional and personal development to the point of individual growth, improved performance and contentment. Attempts to stimulate the client's self-discovery where actions may result in experiential learning and development of new approaches to situations. Works with clients towards specific professional goals, including career transition, interpersonal and professional communication, performance management, organizational effectiveness, managing career and personal changes, developing executive presence, enhancing strategic thinking, dealing effectively with conflict, and building an effective team within an organization.
Junior Coach – Consultant	Bachelor's Degree with 10 years of direct executive coaching experience. Excellent oral and written communication skills.	Facilitates professional and personal development to the point of individual growth, improved performance and contentment. Works with clients towards specific professional goals, including career transition, interpersonal and professional communication, performance management, organizational effectiveness, managing career and personal changes, developing executive presence, enhancing strategic thinking, dealing effectively with conflict, and building an effective team within an organization.
Training Specialist	Bachelor's Degree in behavioral sciences or related field with at least 5 years of platform delivery/training. Delivery experience will encompass a broad range of workshop topics. In-depth knowledge of adult learning principles.	Provides training and platform delivery and has the ability to effectively present to small, medium and large groups. Designs and delivers skills training workshops, including all collateral material, using PowerPoint and other appropriate software and/or media.
Principal Business Analyst	Bachelor's Degree (master's or Ph.D. desired),and 10 years related experience, six years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/ improvement	Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	methods, enterprise applications, etc.). Excellent oral and written communication skills.	success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies. Directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline. Creates conceptual business models, identifying relevant issues and considerations in selecting solutions. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Examples of the functional areas would include but not limited to, Human Resources, Finance, Supply, Service, etc. Support the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the organization. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.
Principal Business Analyst (IT)	Bachelor's Degree (master's or Ph.D. desired), and 10 years related experience, six years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/ improvement methods, enterprise applications, etc.). Recognized for providing solutions in the area of contract administration and procurement, communications, training, and other business disciplines to achieve optimized program/project performance. Excellent oral and written communication skills.	Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies. Directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline. Creates conceptual business models, identifying relevant issues and considerations in selecting solutions. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Examples of the functional areas would include but not limited to, Human Resources, Finance, Supply, Service, etc. Support the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the

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		organization. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.
Cloud Principal Business Analyst (IT)	Bachelor's Degree (master's or Ph.D. desired), and 10 years related experience, six years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/ improvement methods, enterprise applications, etc.). Recognized for providing solutions in the area of contract administration and procurement, communications, training, and other business disciplines to achieve optimized program/project performance. Excellent oral and written communication skills.	Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of a cloud-based initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies. Directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline. Creates conceptual business models, identifying relevant issues and considerations in selecting solutions. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Examples of the functional areas would include but not limited to, Human Resources, Finance, Supply, Service, etc. Support the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the organization. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.
Senior Business Analyst	Bachelor's Degree in a related field, and 6-years related experience, three years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/ improvement methods, enterprise applications, etc.). Excellent oral and written communication skills.	Provides solutions in the area of contract administration and procurement, communications, training, and other business disciplines to achieve optimized program/project performance. Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Understands and communicates common best practices for the industry. Creates conceptual

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		business models and to point out relevant issues and considerations in selecting appropriate solutions. Assesses the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Support the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the organization. Operates under deadlines, and able to work on multiple tasks.
Senior Business Analyst (IT)	Bachelor's Degree in a related field, and 6-years related experience, three years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/ improvement methods, enterprise applications, etc.). Excellent oral and written communication skills.	Provides solutions in the area of contract administration and procurement, communications, training, and other business disciplines to achieve optimized program/project performance. Prepares plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a leader, member or advisor of self-directed teams, or to management directed teams. Assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Understands and communicates common best practices for the industry. Creates conceptual business models and to point out relevant issues and considerations in selecting appropriate solutions. Assesses the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Support the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the organization. Operates under deadlines, and able to work on multiple tasks.
Business Analyst	Bachelor's Degree and 3 years related experience, 1 year of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/improvement methods, enterprise applications, etc.). Good oral and written communication skills.	Assists in providing solutions in the area of contract administration and procurement, communications, training, and other business disciplines to achieve optimized program/project performance. Assists in preparing plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a member of self-directed teams and assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Assists in creating conceptual business models and in assessing the operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Supports the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the organization.
Business Analyst (IT)	Bachelor's Degree and 3 years related experience, 1 year of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/improvement methods, enterprise applications, etc.). Good oral and written communication skills.	Assists in providing solutions in the area of contract administration and procurement, communications, training, and other business disciplines to achieve optimized program/project performance. Assists in preparing plans, documents, presentations, testimony, and other material needed for high-level briefings and hearings. Assists in collecting information, analyzing information, preparing exhibits and briefing presentations, and producing reports. Identifies potential issues that could influence the acceptance, and provides recommendations to ensure the success of an initiative. Serves as a member of self-directed teams and assists in conducting studies and analyses of programs/ projects and provides client support and assistance the areas of public affairs, communications, training, contract administration and procurement, and paralegal issues. Assists in providing problem resolution, consensus building, and in conducting evaluations. Assists in the administration of personnel functions, such as training, work scheduling, as well as the evaluation of current economic conditions, and helps to prepare budget forecasts and documentation. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Assists in creating conceptual business models and in assessing the operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Supports the development of functional area strategies for enhanced operations in a cross-functional area mode throughout the organization. Ability to work on multiple tasks.
Implementation Specialist	Bachelor 's Degree (Master's or Ph.D. desired) and 8 years related experience, 4 years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/improvement methods, enterprise applications, etc.). Excellent oral and written communication skills.	Prepares intricate and/or complex engineering or data analysis plans, which require a very high level of specialized knowledge or the resolution of complex management problems that require extensive cross-functional knowledge. Leads the design and implementation of a variety of interventions that will foster the implementation of organizational change in such areas as business processes, policy, culture, environment or workplace. Works with senior executives to develop strategies to lead and manage major change. Assist in the design, development and implementation of communication plans. Facilitates the implementation of major interventions related to an organization's redesign of existing business processes or design new processes to support the attainment of mission critical business goals. Conducts data collection, analysis, research in support of identifying individual and organizational performance barriers, and recommend courses of action to minimize or eliminate obstacles preventing the achievement of optimal performance. Participates in major business process reengineering assignments to support organizational improvement through implementation of new technology solutions or major restructuring initiatives. Conducts analyses of complex business processes and data processing

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		requirements to develop functional requirements documents and programming design specifications. Experienced in the evaluation of commercial off the shelf software to assess their value as potential technology solutions for new or redesigned business processes.
Implementation Specialist (IT)	Bachelor 's Degree (Master's or Ph.D. preferred) and 8 years related experience, four years of which must be relevant work experience specific to function and/or training (e.g., business process reengineering/ improvement methods, enterprise applications, etc.). Excellent oral and written communication skills.	Prepares intricate and/or complex engineering or data analysis plans, which require a very high level of specialized knowledge or the resolution of complex management problems that require extensive cross-functional knowledge. Leads the design and implementation of a variety of interventions that will foster the implementation of organizational change in such areas as business processes, policy, culture, environment or workplace. Works with senior executives to develop strategies to lead and manage major change. Assist in the design, development and implementation of communication plans. Possesses knowledge in designated field or discipline. Experienced in the evaluation of commercial off the shelf software to assess their value as potential technology solutions for new or redesigned business processes. Independently leads proof of concept tasks. Facilitates the implementation of major interventions related to an organization's redesign of existing business processes or design new processes to support the attainment of mission critical business goals. Conducts data collection, analysis, research in support of identifying individual and organizational performance barriers, and recommend courses of action to minimize or eliminate obstacles preventing the achievement of optimal performance. Participates in major business process reengineering assignments to support organizational improvement through implementation of new technology solutions or major restructuring initiatives. Conduct analyses of complex business processes and data processing requirements to develop functional requirements documents and programming design specifications. Evaluates commercial off the shelf software to assess their value as potential technology solutions for new or redesigned business processes. Develops testing plans and conducting acceptance testing for new systems.
Principal Consultant	Bachelor's Degree and 12 years of related experience. Must have demonstrated oral and written communications skills. Excellent oral and written communication skills.	Develops solutions, recommendations, or outcomes across multiple complex tasks in multiple organizations. Defines project objectives and strategic direction. Provides vision to client and project teams and serves as a key facilitator between multiple teams to achieve objectives of complex efforts. Directs the activities of more junior Management Consultants or other staff as necessary. Oversees various tasks of a highly complex nature. Must be familiar with the scope and project objectives, as well as the role and function of each team member, in order to effectively coordinate the activities of the team. May serve as a technical authority for a particular task area. Interacts with client management personnel. Leads a team of analysts and/or consultants in accomplishing specific tasks in support of management, organizational and business integration services.
Principal Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 8 years experience in programs with direct experience with information management and information technology programs, and a minimum of 2 years experience at a supervisory	Oversees various tasks of a highly complex nature. Responsible for assembling the task team, assigning individual responsibilities, identifying appropriate resources needed, and developing the schedule to ensure the timely completion of the task's milestones and final acceptance. Must be familiar with the systems scope and project objectives, as well as the role and function of each team member, in order to effectively coordinate the activities of the team. Monitors each assigned

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	level. Must have demonstrated oral and written communication skills.	task, implements and assures adherence to task level quality and methodology standards, and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems and works to mitigate the anticipated problems. As a task leader, provides technical direction for the complete task effort. Reviews and evaluates work of subordinate staff and prepares performance reports. May serve as a technical authority for a particular task area. Interacts with client management personnel. Prepares activity and progress reports regarding all assigned tasks. Reports in writing and orally to company and client representatives.
Health Principal Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 8 years experience in programs with direct experience with information management and information technology programs, and a minimum of 2 years experience at a supervisory level. Must have demonstrated oral and written communication skills.	Oversees various tasks of a highly complex nature. Responsible for assembling the task team, assigning individual responsibilities, identifying appropriate resources needed, and developing the schedule to ensure the timely completion of the task's milestones and final acceptance. Must be familiar with the systems scope and project objectives, as well as the role and function of each team member, in order to effectively coordinate the activities of the team. Monitors each assigned task, implements and assures adherence to task level quality and methodology standards, and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems and works to mitigate the anticipated problems. As a task leader, provides technical direction for the complete task effort. Reviews and evaluates work of subordinate staff and prepares performance reports. May serve as a technical authority for a particular task area. Interacts with client management personnel. Prepares activity and progress reports regarding all assigned tasks. Reports in writing and orally to company and client representatives.
Cloud Principal Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 8 years experience in programs with direct experience with information management and information technology programs, and a minimum of 2 years experience at a supervisory level. Must have demonstrated oral and written communication skills.	Oversees various tasks of a highly complex nature. Responsible for assembling the task team, assigning individual responsibilities, identifying appropriate resources needed, and developing the schedule to ensure the timely completion of the task's milestones and final acceptance. Must be familiar with the cloud-based systems scope and project objectives, as well as the role and function of each team member, in order to effectively coordinate the activities of the team. Monitors each assigned task, implements and assures adherence to task level quality and methodology standards, and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems and works to mitigate the anticipated problems. As a task leader, provides technical direction for the complete task effort. Reviews and evaluates work of subordinate staff and prepares performance reports. May serve as a technical authority for a particular task area. Interacts with client management personnel. Prepares activity and progress reports regarding all assigned tasks. Reports in writing and orally to company and client representatives.
Senior Consultant	Bachelor's Degree and 10 years of related experience. Must have demonstrated oral and written communication skills.	Establishes project requirements using analysis in the development of enterprise-wide or large-scale projects. Designs plans to support the total project requirements as well as provide for present and future cross-functional requirements. Ensures plans/requirements are compatible and in compliance with standards. Evaluates problems develops appropriate corrective action. Provides daily direction to staff assigned to task. Evaluates options in the context of project objectives and contributes to the implementation of strategic

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		direction. Supports project objectives through activities such as conducting interviews, gathering data, and developing recommendations in support of project objectives (e.g., original research in a specific discipline or function). Directs the activities of junior staff as necessary.
Senior Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 6 years direct experience with information management and information technology programs. Must have demonstrated oral and written communication skills.	Establishes system information requirements using analysis in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates problems in workflows, organization, and planning and develops appropriate corrective actions. Provides daily supervision and direction to staff.
Health Senior Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 6 years direct experience with information management and information technology programs. Must have demonstrated oral and written communication skills.	Establishes system information requirements using analysis in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates problems in workflows, organization, and planning and develops appropriate corrective actions. Provides daily supervision and direction to staff.
Cloud Senior Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 6 years direct experience with information management and information technology programs. Must have demonstrated oral and written communication skills.	Establishes cloud-based system information requirements using analysis in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates problems in workflows, organization, and planning and develops appropriate corrective actions. Provides daily supervision and direction to staff.
Consultant	Bachelor's Degree and 10 years of related experience. Must have demonstrated capability for oral and written communications.	Responsible for the effective development and implementation of programs to ensure that all products and services meet minimum company standards and end-user requirements. Works under the supervision of a more experienced business consultant to assist with a variety of data collection and analysis tasks in support of the development of business cases to support management decision-making and business process improvements. Supports the development of solutions to address organization's challenges. Supports project

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		objectives and helps assess the impact of industry trends, policy, or standard methodologies. Conducts activities in support of project team's objectives. Works closely with senior Consultants or Task Leads. May supervise lower level personnel.
Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 3 years direct experience with information management and information technology programs. Must have demonstrated capability for oral and written communications.	Responsible for the effective development and implementation of programs to ensure that all information systems products and services meet minimum company standards and end-user requirements. Administers the change control process for zero defects software development. Responsible for configuration management of requirements, design, and code. Administers problem management process including monitoring and reporting on problem resolution. Ensures adequate product testing prior to implementation. Coordinates with users and systems development personnel on releases of software.
Health Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 3 years direct experience with information management and information technology programs. Must have demonstrated capability for oral and written communications.	Responsible for the effective development and implementation of programs to ensure that all information systems products and services meet minimum company standards and end-user requirements. Administers the change control process for zero defects software development. Responsible for configuration management of requirements, design, and code. Administers problem management process including monitoring and reporting on problem resolution. Ensures adequate product testing prior to implementation. Coordinates with users and systems development personnel on releases of software. May supervise lower level personnel.
Cloud Consultant (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field and 3 years direct experience with information management and information technology programs. Must have demonstrated capability for oral and written communications.	Responsible for the effective development and implementation of programs to ensure that all cloud-based information systems products and services meet minimum company standards and end-user requirements. Administers the change control process for zero defects software development. Responsible for configuration management of requirements, design, and code. Administers problem management process including monitoring and reporting on problem resolution. Ensures adequate product testing prior to implementation. Coordinates with users and systems development personnel on releases of software. May supervise lower level personnel.
Principal Security Specialist	Bachelor's Degree and 8 years experience in related field. Demonstrated managerial, supervisory, and oral and written communication skills.	Develops and applies analytic methodologies and safeguards and security principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Provides advice to technical personnel on the conceptualization, feasibility, development, and implementation of a broad range of project issues. Designs and develops proposed solutions to business problems and client requirements. Performs high-level analysis and directs technical strategy for accomplishing objectives and new and existing projects. Maintains knowledge of current projects, actions and analyzes for redundancies and project/program overlap. Responsible for task completion. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Security Specialists or other staff as necessary on activities related to the application of analytical techniques and methodologies.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Principal Security Specialist (IT)	Bachelor's Degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline and 10 years experience, of which at least eight years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to MLS problems. Excellent oral and written communication skills.	Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Responsible for the development and implementation MLS systems. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also include risk assessments. Provides daily supervision and direction to staff.
Cloud Principal Security Specialist (IT)	Bachelor's Degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline and 10 years experience, of which at least eight years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to MLS problems. Excellent oral and written communication skills.	Analyzes and defines cloud security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Responsible for the development and implementation MLS systems. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also include risk assessments. Provides daily supervision and direction to staff.
Senior Security Specialist	Bachelor's Degree and 6 years of related experience in a related field. Excellent oral and written communication skills.	Must have knowledge of terrorism, CBRN, explosive threats, security force operations, electronic security systems, integrated security systems, and security force communications. Develops and modifies complex systems and develops subsystems to enhance the overall project. Exercises analytical techniques when gathering information from clients, defining problems, and prepares a variety of reports, assessments, or evaluations and procedures to resolve the problems. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Conducts activities in support of project team's objectives. Works closely with other Security Specialists, Analysts, Task Leads, or Project Manager.
Senior Security Specialist (IT)	Bachelor's Degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline, and 8 years experience, of which at least 6-years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to MLS problems. Excellent oral and written communication skills.	Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also include risk assessments.
Cloud Senior Security Specialist (IT)	Bachelor's Degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline, and 8 years experience, of which at least 6-years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product	Analyzes and defines cloud security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also include risk assessments.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	capabilities, and developing solutions to MLS problems. Excellent oral and written communication skills.	
Security Specialist	Bachelor's Degree and 2 years relevant experience. Excellent verbal and written communication skills are required. Must also have in-depth knowledge of NISPOM, Sensitive Compartmented Information (SCI) security requirements and various manuals. Good oral and written communication skills.	Effectively interacts with technical staff, customer community and other security staff members. Applies analytic methodologies and principles to address security needs. Analyzes problems, gathers pertinent data, and produces solutions; familiar with functional areas such as, but not limited to technical data, supply, maintenance, procurement, transportation, inventory management, quality assurance, and facilities and/or property management, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Ensures all products and services meet company and client standards and end-user requirements. Performs workflow analysis and recommends quality improvements, works closely with senior Security Specialists, Analysts or Team Leads. Researches, writes, edits, and proofreads technical data for use in documents or sections of documents.
Security Specialist (IT)	Bachelor's Degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline, and 6 years experience, of which at least four years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to MLS problems. Good oral and written communication skills.	Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Participates in the performance of risk analyses that also include risk assessments.
Cloud Security Specialist (IT)	Bachelor's Degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline, and 6 years experience, of which at least four years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to MLS problems. Good oral and written communication skills.	Analyzes and defines cloud security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Participates in the performance of risk analyses that also include risk assessments.
Principal Analyst	Bachelor's Degree and 8 years experience in related field. Excellent oral and written communication skills.	Applies analytic methodologies and principles, and leads the application of analytic techniques and helps define project objectives and strategic direction. Provides leadership and vision to client and project teams around the methodology. Acts independently under general direction. Advise technical personnel on the conceptualization, feasibility, development, and implementation of a broad range of project issues. Designs and develops proposed solutions to business problems and client requirements. Performs high-level analysis and directs technical strategy for accomplishing objectives and new and existing projects. Maintains knowledge of current projects, actions and analyzes for redundancies and project/program overlap. Responsible for task completion. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		other staff as necessary on activities related to the application of analytical techniques and methodologies.
Principal Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 8 years experience in the development, modification or maintenance of a management information system, and a minimum of four years experience at a supervisory level. Excellent verbal and written communication skills are required.	Highly specialized in one or more phases of systems engineering and development. Acts independently under general direction. Advise technical personnel on the conceptualization, development, and implementation of a broad range of information systems issues, including hardware/software integration, compatibility and multiple platforms. Performs feasibility analysis on potential future projects to management. Plans strategies for improvement of information systems and services. Communicates current innovations and trends in information systems development to technical staff. Prepares justification for selection of new technology. May serve as the chief architect for complex information systems development. Designs and develops proposed solutions to business problems and client requirements. Performs high-level system analysis and directs technical strategy for accomplishing new objectives. Maintains knowledge of current systems and system development actions and analyzes for data redundancies and system/program overlap. Responsible for task completion.
Health Principal Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 8 years experience in the development, modification or maintenance of a management information system, and a minimum of four years experience at a supervisory level. Excellent verbal and written communication skills are required.	Highly specialized in one or more phases of systems engineering and development. Acts independently under general direction. Advise technical personnel on the conceptualization, development, and implementation of a broad range of information systems issues, including hardware/software integration, compatibility and multiple platforms. Performs feasibility analysis on potential future projects to management. Plans strategies for improvement of information systems and services. Communicates current innovations and trends in information systems development to technical staff. Prepares justification for selection of new technology. May serve as the chief architect for complex information systems development. Designs and develops proposed solutions to business problems and client requirements. Performs high-level system analysis and directs technical strategy for accomplishing new objectives. Maintains knowledge of current systems and system development actions and analyzes for data redundancies and system/program overlap. Responsible for task completion.
Cloud Principal Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 8 years experience in the development, modification or maintenance of a management information system, and a minimum of four years experience at a supervisory level. Excellent verbal and written communication skills are required.	Highly specialized in one or more phases of systems engineering and development. Acts independently under general direction. Advise technical personnel on the conceptualization, development, and implementation of a broad range of cloud-based information systems issues, including hardware/software integration, compatibility and multiple platforms. Performs feasibility analysis on potential future projects to management. Plans strategies for improvement of information systems and services. Communicates current innovations and trends in information systems development to technical staff. Prepares justification for selection of new technology. May serve as the chief architect for complex information systems development. Designs and develops proposed solutions to business problems and client requirements. Performs high-level system analysis and directs technical strategy for accomplishing new objectives. Maintains knowledge of current systems and system development actions and analyzes for data redundancies and system/program overlap. Responsible for task completion.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Senior Analyst	Bachelor's Degree 6 years of related experience in a related field. Excellent oral and written communication skills.	Develops and modifies complex systems and develops subsystems to enhance the overall project. Exercises analytical techniques when gathering information from clients, defining problems, and prepares a variety of reports, assessments, or evaluations and procedures to resolve the problems. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Conducts activities in support of project team's objectives. Works closely with Analysts, Task Leads, or Project Manager.
Senior Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development, analysis and system functional requirements. Excellent verbal and written communication skills are required.	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work packages, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Reviews task requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Health Senior Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development, analysis and system functional requirements. Excellent verbal and written communication skills are required.	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work packages, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Reviews task requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Cloud Senior Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development, analysis and system functional requirements. Excellent verbal and written communication skills are required.	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex cloud-based information systems. Exercises analytical techniques when gathering information from users, defining work packages, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Reviews task requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Analyst	Bachelor's Degree and 2 years experience. Excellent verbal and written communication skills are required. Good oral and written communication skills.	Analyzes problems, gathers pertinent data, and produces solutions; familiar with functional areas such as, but not limited to technical data, supply, maintenance, procurement, transportation, inventory management, quality assurance, and

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		facilities and/or property management, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. With limited direction, carries out procedures to ensure that all products and services meet company and client standards and end-user requirements. Performs workflow analysis and recommends quality improvements, works closely with senior Analysts or Team Leads. Research, write, edit, and proofread technical data for use in documents or sections of documents.
Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience. Excellent verbal and written communication skills are required.	Ensures all information systems products and services meet company and client standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects and/or supports testing as a witness to testing requirements. Organizes and maintains all quality assurance documentation. Performs workflow analysis and recommends quality improvements. Researches, writes, edit, and proofread technical data for use in documents or sections of documents.
Health Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience. Excellent verbal and written communication skills are required.	Ensures all information systems products and services meet company and client standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects and/or supports testing as a witness to testing requirements. Organizes and maintains all quality assurance documentation. Performs workflow analysis and recommends quality improvements. Researches, writes, edit, and proofread technical data for use in documents or sections of documents.
Cloud Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience. Excellent verbal and written communication skills are required.	Ensures all information systems products and services meet company and client standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects and/or supports testing as a witness to testing requirements. Organizes and maintains all quality assurance documentation. Performs workflow analysis and recommends quality improvements. Researches, writes, edit, and proofreads cloud-based technical data for use in documents or sections of documents.
Principal Policy/Legislative Analyst	Master's Degree and 12 years relevant experience with strong interpersonal, oral and written communication skills.	Provides planning, technical, and legislative support for the implementation of programs. Develops and coordinates review of documents and assists in policy development. Coordinates preparation of plans and reports.
Senior Policy/Legislative Analyst	Bachelor's Degree and 7 years relevant experience with strong interpersonal, oral and written communication skills.	Applies current knowledge and understanding of applicable state and federal regulations to issues. Manages tasks under projects and ensures completion in accordance with contractual requirements. Skilled in the use of databases, spreadsheets and computer modeling and statistical analysis.
Policy/Legislative Analyst	Bachelor's Degree and ' 5 years related experience with strong interpersonal, oral and written communication skills.	Reviews and evaluates policies and issues under general supervision and with considerable latitude for independent contribution. Provides input designed to clarify completeness and accuracy of solutions. Prepares or assists with project cost estimates.
Principal Research Analyst	Bachelor's Degree and ' 8 years related experience with strong interpersonal communication skills.	Reviews and analyzes information and makes recommendations to managers and clients. Frequently works directly with clients to identify problems. Determines analytical approach to information gathering and analysis. Presents formal recommendations to management team and clients on key issues.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Senior Research Analyst	Bachelor's Degree and 3 years related experience with strong interpersonal and communication skills.	Reviews and analyzes information and makes recommendations to managers. Defines the nature and extent of problems, analyzes relevant data, develops solutions and presents said solutions and recommendations to management.
Research Analyst	Bachelors Degree and 1 year related experience.	Reviews and analyzes information under the guidance and direction of senior team members to identify and solve a variety of technical or scientific problems.
Principal Engineer/Principal Scientist	Bachelor's Degree and 12 years related experience. Excellent verbal and written communication skills are required.	Develops and applies advance scientific methods, theories, and research techniques in the investigation and solution of complex and advanced technical problems. Plans, conducts, and technically directs projects or major phases significant to projects, coordinating the efforts of scientists, engineers, and technical support staff. Analyzes, evaluates, plans methods, and organizes means to achieve solutions for complex technical problems. Recommends correction in technical analysis and design.
Senior Engineer/Senior Scientist	Bachelors Degree and 8 years related experience with excellent communication skills. Excellent verbal and written communication skills are required.	Plans, executes and prepares reports on original scientific studies and information. Applies scientific principles to the solution of complex problems. Recommends changes to standard procedures and develops new methods to accomplish tasks. Exercises independent judgment to perform scientific work of marked difficulty and responsibility. Supervises more junior scientists, manages project activities, and prepares cost estimates.
Engineer/Scientist	Bachelor's Degree and 4 years related experience with excellent communication skills. Excellent verbal and written communication skills are required.	Plans, executes and prepares reports on original scientific studies and information. Applies scientific principles to the solution of complex problems. Recommends changes to standard procedures and develops new methods to accomplish tasks. Exercises independent judgment to perform scientific work of marked difficulty and responsibility. Supervises more junior scientists, manages project activities, and prepares cost estimates.
Junior Engineer/Junior Scientist	Bachelor's Degree and 1 year related experience and good communications skills.	Assists more senior technical staff, works under the supervision of more senior staff. Plans, executes and prepares reports on original scientific studies and information. Applies scientific principles to the solution of complex problems. Recommends changes to standard procedures and develops new methods to accomplish tasks.
Principal ES&H Specialist	Bachelor's Degree in Occupational Health, Safety, or related field of study and 8 years related experience. CHP, CIP, or CSP certification desirable. Excellent verbal and written communication skills are required.	Has in-depth knowledge and experience in the field of worker health and safety. Familiar with laws and regulations as well as government agency requirements regarding worker safety. Able to analyze statistical and scientific data. Works independently and may supervise others. Is working towards CHP, CIP, or CSP certification.
Senior ES&H Specialist	Bachelor's Degree in Occupational Health, Safety, or related field of study and 5 years related experience. Excellent verbal and written communication skills are required.	Has working knowledge and experience in the field of worker health and safety. Familiar with laws and regulations as well as government agency requirements regarding worker safety. Able to analyze statistical and scientific data.
ES&H Specialist	Bachelor's Degree in Occupational Health, Safety, or related field of study and 3 years related experience with good communications skills.	Has a basic understanding of health and safety issues in the workplace. Has worked in the field on health and safety issues. May collect samples for lab testing by others. Works under the supervision of more senior Health & Safety Specialists.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Principal Engineer (Security)	Bachelor's Degree and 10 years experience in related field. Excellent verbal and written communication skills are required.	Develops and applies engineering and analytic methodologies and principles. Leads the application of engineering and analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Advise technical personnel on the conceptualization, feasibility, development, and implementation of a broad range of project issues. Designs and develops proposed solutions to engineering and business problems and client requirements. Performs high-level analysis and directs technical strategy for accomplishing objectives and new and existing projects. Maintains knowledge of current projects, actions and analyzes for redundancies and project/program overlap. Responsible for task completion. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior engineers or other staff as necessary on activities related to the application of analytical techniques and methodologies.
Senior Engineer (Security)	Bachelor's Degree and 8 years of related experience in a related field. Excellent verbal and written communication skills are required.	Develops and modifies complex systems and develops subsystems to enhance the overall project. Exercises engineering and analytical techniques when gathering information from clients, defining problems, and prepares a variety of reports, assessments, or evaluations and procedures to resolve the problems. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Conducts activities in support of project team's objectives. Works closely with Engineers, Analysts, Task Leads, or Project Manager. Directs the activities of junior staff as necessary.
Engineer (Security)	Bachelor's Degree and 4 years experience. Good verbal and written communication skills are required.	Possess knowledge of, and applying engineering and analytic methodologies and principles to address client's needs. Analyzes problems, gathers pertinent data, and produces solutions; familiar with functional areas such as, but not limited to technical data, supply, maintenance, procurement, transportation, inventory management, quality assurance, and facilities and/or property management, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. With limited direction, carries out procedures to ensure that all products and services meet company and client standards and end-user requirements. Performs analysis and recommends quality improvements, works closely with senior Engineers, Analysts or Team Leads. Researches, writes, edit, and proofread technical data for use in documents or sections of documents.
Software Engineer	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 6 years experience in the design and development of information system, of which 3 years experience is in the practical application of information engineering tools, processes and methodologies in a systems environment.	Application of multiple information engineering tools, processes and methodologies, including the application of automation resources as applied to information systems.
Software Engineer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 6 years experience in the design and development of information system, of which 3 years	Application of multiple information engineering tools, processes and methodologies, including the application of automation resources as applied to information systems.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	experience is in the practical application of information engineering tools, processes and methodologies in a systems environment.	
Cloud Software Engineer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 6 years experience in the design and development of information system, of which 3 years experience is in the practical application of information engineering tools, processes and methodologies in a systems environment.	Application of multiple information engineering tools, processes and methodologies, including the application of automation resources as applied to cloud information systems.
Network Engineer	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 4 years practical experience, including: ability to plan, design, implement, manage, and supervise communications networks and related infrastructures.	Conducting and supervising system analysis and feasibility studies on current and future systems; the design, development and implementation of the communications infrastructure, including, but not limited to, user support and systems administration, and IT network configuration. The Network Engineer will conduct briefings regarding current or planned communications efforts and techniques.
Network Engineer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 4 years practical experience, including: ability to plan, design, implement, manage, and supervise communications networks and related infrastructures.	Conducting and supervising system analysis and feasibility studies on current and future systems; the design, development and implementation of the communications infrastructure, including, but not limited to, user support and systems administration, and IT network configuration. The Network Engineer will conduct briefings regarding current or planned communications efforts and techniques.
Senior Computer Programmer	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and years experience in the development, modification or maintenance of information systems, of which at least two years must have been spent as a team leader of a group of programmers. Knowledge of two or more high order languages is required.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to lower level programmers to ensure program deadlines are met.
Senior Computer Programmer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 4 years experience in the development, modification or maintenance of information systems, of which at least two years must have been spent as a team leader of a group of programmers. Knowledge of two or more high order languages is required.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to lower level programmers to ensure program deadlines are met.
Cloud Senior Computer Programmer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 4 years experience in the development, modification or maintenance of information systems, of which at least two years must have been spent as a team leader of a group of programmers. Knowledge of two or more high order languages is required.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs and refines the computer software to produce the required cloud product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to lower level programmers to ensure program deadlines are met.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Computer Programmer	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and knowledge of one or more high order languages.	Maintain and update assigned programs and assist in the development of new modules under the guidance of a more senior programmer. Tests, debugs and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.
Computer Programmer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and knowledge of one or more high order languages.	Maintain and update assigned programs and assist in the development of new modules under the guidance of a more senior programmer. Tests, debugs and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.
Health Computer Programmer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and knowledge of one or more high order languages.	Maintain and update assigned programs and assist in the development of new modules under the guidance of a more senior programmer. Tests, debugs and refines the computer software to produce the required cloud product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.
Cloud Computer Programmer (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and knowledge of one or more high order languages.	Maintain and update assigned programs and assist in the development of new modules under the guidance of a more senior programmer. Tests, debugs and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.
Principal Systems Analyst	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field (advanced degree is preferred), and 8 years experience in the development and analysis of programs and system functional requirements..	Interacts with senior management and formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Independently exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Principal Systems Analyst (IT)	Bachelors' Degree i(an advanced degree is preferred) in a Computer Science, Engineering, or Mathematics, or related field, and 8 years experience in the development and analysis of programs and system functional requirements.	Interacts with senior management and formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Independently exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Health Principal Systems Analyst (IT)	Bachelors' Degree i(an advanced degree is preferred) in a Computer Science, Engineering, or Mathematics, or related field, and 8 years experience in the development and analysis of programs and system functional requirements.	Interacts with senior management and formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Independently exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Cloud Principal Systems Analyst (IT)	Bachelors' Degree i(an advanced degree is preferred) in a Computer Science, Engineering, or Mathematics, or related field, and 8 years experience in the development and analysis of programs and system functional requirements.	Interacts with senior management and formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex cloud information systems. Independently exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Senior Systems Analyst	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development and analysis of programs and system functional requirements.	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Senior Systems Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development and analysis of	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	programs and system functional requirements.	developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Health Senior Systems Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development and analysis of programs and system functional requirements.	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Cloud Senior Systems Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 5 years experience in the development and analysis of programs and system functional requirements.	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex cloud information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Systems Analyst	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience in systems support or maintenance planning/analysis tasks involving preparation of technical documentation and data analysis of functional process areas.	Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Systems Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience in systems support or maintenance planning/analysis tasks involving	Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and

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	preparation of technical documentation and data analysis of functional process areas.	documentation as necessary. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternative, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Health Systems Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience in systems support or maintenance planning/analysis tasks involving preparation of technical documentation and data analysis of functional process areas.	Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternative, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Cloud Systems Analyst (IT)	Bachelors' Degree in a Computer Science, Engineering, or Mathematics, or related field, and 2 years experience in systems support or maintenance planning/analysis tasks involving preparation of technical documentation and data analysis of functional process areas.	Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex cloud information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternative, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.
Principal Database/Computer Systems Engineer	Bachelor's Degree in Computer Science, Engineering, or Mathematics, or related field and 12 years related experience.	Serves Lead Individual on the subject of databases and computer programs as applied to management and information problems. Works independently with little supervision. Interacts with senior management and formulates and defines database scope and objectives through research and fact-finding. Independently exercises analytical techniques when gathering information from users, defining work problems, designing a database system and developing procedures to resolve the problems. Prepares detailed specifications and develops and modifies complex databases. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications, resolves processing problems, coordinates work with system developers, and orients users to new systems.
Senior Database/Computer Systems Engineer	Bachelor's Degree in Computer Science, Engineering, or Mathematics, or related field and 8 years related experience.	Formulates and defines database scope and objectives through research and fact-finding to develop or modify moderately complex databases. Exercises analytical techniques when gathering information from users, defines work problems, designs databases, and develops procedures to resolve problems. Prepares detailed specifications and develops and modifies complex databases to enhance the overall operations. Analyzes and revises existing system logic and documentation as necessary. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications, resolves processing problems, coordinates work with system developers, and orients users to new systems.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Database/Computer Systems Engineer	Bachelor's Degree in Computer Science, Engineering, or Mathematics, or related field, and 3 years related experience.	Formulates and defines database scope and objectives through research and fact-finding to develop or modify moderately complex information systems, under general direction of the supervisor. Prepares detailed specifications and analyzes and revises existing database logic difficulties and documentation as necessary. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with system developers, and orients users to new systems.
Technical Data Specialist	High School Diploma, and 1 year of experience with technical data pertaining to problem analysis and project documentation. Ability to research, analyze and compile written materials or graphics in the generation of technical documentation is also required.	Researches, writes, edits, and proofreads technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations. Excellent written communication skills are required.
Technical Data Specialist (IT)	High School Diploma, and 1 year of experience with technical data pertaining to problem analysis and project documentation. Ability to research, analyze and compile written materials or graphics in the generation of technical documentation is also required. Excellent written communication skills are required.	Researches, writes, edits, and proofreads technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Health Technical Data Specialist (IT)	High School Diploma, and 1 year of experience with technical data pertaining to problem analysis and project documentation. Ability to research, analyze and compile written materials or graphics in the generation of technical documentation is also required. Excellent written communication skills are required.	Researches, writes, edits, and proofreads technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Cloud Technical Data Specialist (IT)	High School Diploma, and 1 year of experience with technical data pertaining to problem analysis and project documentation. Ability to research, analyze and compile written materials or graphics in the generation of technical documentation is also required. Excellent written communication skills are required.	Researches, writes, edits, and proofreads cloud-based technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Network Technician	High School Diploma and 2 years practical experience as a Network Technician.	Assist in the maintenance of start-of-the-art voice and data communications networks. Responsible for assisting in the implementation of the communications infrastructure.
Network Technician (IT)	High School Diploma and 2 years practical experience as a Network Technician.	Assist in the maintenance of start-of-the-art voice and data communications networks. Responsible for assisting in the implementation of the communications infrastructure.
Administrative Assistant	High School Diploma, and 3 years practical experience as an Administrative Assistant.	Ability to perform a variety of administrative tasks as well as assist the Project Manager and contract technical staff in ad hoc administrative tasks as required.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Administrative Assistant (IT)	High School Diploma, and 3 years practical experience as an Administrative Assistant.	Ability to perform a variety of administrative tasks as well as assist the Project Manager and contract technical staff in ad hoc administrative tasks and IT efforts as required.
Word Processor	High School Diploma, and 2 years practical experience in technical typing.	Ability to prepare a variety of technical and administrative documents. Must be familiar with providing IT support, have the ability to manipulate electronic text, and be proficient in the use of a variety of software applications.
Word Processor (IT)	High School Diploma, and 2 years practical experience in technical typing.	Ability to prepare a variety of technical and administrative documents. Must be familiar with providing IT support, have the ability to manipulate electronic text, and be proficient in the use of a variety of software applications.
Production Specialist	High School Diploma, a d 2 years work experience. Must be proficient in the MS Office Suite and be quick learners on varied computer software. Commercial experience (graphics, reproduction, printing) a plus.	Provides support to analysts and consultants by assisting them to gather information, display data or document results related to management studies or organizational improvement efforts.
Production Specialist (IT)	High School Diploma, and 2 years experience with technical data pertaining to project documentation is also required.	Assignments are routine to somewhat complex in nature and work parameters are typically well defined. Maintains files, records, and chronologies of activities. Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications and applications developed or deployed under this contractor or predecessors. Serves as the first point of contact for troubleshooting such applications.
Cloud Production Specialist (IT)	High School Diploma, and 2 years experience with technical data pertaining to project documentation is also required.	Assignments are routine to somewhat complex in nature and work parameters are typically well defined. Maintains cloud files, records, and chronologies of activities. Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications and applications developed or deployed under this contractor or predecessors. Serves as the first point of contact for troubleshooting such applications.
Admin/Clerical Assistant	High School Diploma, and 2 years of related work experience. Must be proficient in the MS Office Suite and be quick learners on varied computer software.	Ability to perform a variety of administrative tasks as well as assist the Program Manager and contract technical staff in ad hoc administrative tasks and project efforts as required. Provides program/project management support services such as: secretarial/administrative services; scheduling meetings; maintaining files; preparing travel orders and vouchers; reserving conference rooms; receive callers; assists with graphics preparation and presentations; photocopying; completing reports; and other general office duties as assigned. Must be able to work independently and follow through to completion all duties assigned.
Admin/Clerical Assistant (IT)	High school diploma and 2 years practical experience as an Administrative Assistant.	Ability to perform a variety of administrative tasks as well as assist the Program Manager and contract technical staff in ad hoc administrative tasks and IT efforts as required.
Senior Technical Writer	Bachelor's Degree and 12 years of technical writing experience in the fields of Engineering/Science.	Works with program/project managers, analysts, engineers, scientists, and others to research, write, edit, and proofread technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Drafts management operations and business documentation and ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Technical Writer	Bachelor's degree and 4 years experience as a technical writer of specifications, standards, and technical manuals. Knowledge of client style guidelines, protocols, and procedures a plus.	Writes technical information in easily understandable language. Works with program/project managers, analysts, engineers, scientists, and others to research, write, edit, and proofread technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Capable of original drafting of management operations and business documentation requiring an understanding of the basic concepts, practices and vocabulary relevant to the subject matter. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Technical Writer (IT)	Bachelor' degree, and 4 years experience as a technical writer of specifications, standards, and technical manuals. Knowledge of client style guidelines, protocols, and procedures a plus.	Writes technical information in easily understandable language. Works with program/project managers, analysts, engineers, scientists, and others to research, write, edit, and proofread technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Capable of original drafting of management operations and business documentation requiring an understanding of the basic concepts, practices and vocabulary relevant to the subject matter. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Health Technical Writer (IT)	Bachelor' degree, and 4 years experience as a technical writer of specifications, standards, and technical manuals. Knowledge of client style guidelines, protocols, and procedures a plus.	Writes technical information in easily understandable language. Works with program/project managers, analysts, engineers, scientists, and others to research, write, edit, and proofread technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Capable of original drafting of management operations and business documentation requiring an understanding of the basic concepts, practices and vocabulary relevant to the subject matter. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations.
Cloud Technical Writer (IT)	Bachelor' degree, and 4 years experience as a technical writer of specifications, standards, and technical manuals. Knowledge of client style guidelines, protocols, and procedures a plus.	Writes cloud-based technical information in easily understandable language. Works with program/project managers, analysts, engineers, scientists, and others to research, write, edit, and proofread technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Capable of original drafting of management operations and business documentation requiring an understanding of the basic concepts, practices and vocabulary relevant to the subject matter. Ensures technical documentation is accurate, complete, meets editorial and client specifications and adheres to standards for quality, graphics, coverage, format, and style.

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		Assists in establishing style guidelines and standards for texts and illustrations.
Executive Research Assistant	Bachelor's Degree and 4 years of related work experience. Excellent written communication skills are required.	Depending on the functional specialty, support the program management staff in the preparation of deliverables, internal reports, briefings, and drawings associated with the project being supported.
Executive Research Assistant (IT)	Bachelor's degree and 4 years of related work experience. Excellent written communication skills are required.	Support program/project management staff within functional areas of expertise in the preparation of deliverables, internal reports, briefings, and drawings associated with the project being supported.
Health Executive Research Assistant (IT)	Bachelor's degree and 4 years of related work experience. Excellent written communication skills are required.	Support program/project management staff within functional areas of expertise in the preparation of deliverables, internal reports, briefings, and drawings associated with the project being supported.
Cloud Executive Research Assistant (IT)	Bachelor's degree and 4 years of related work experience. Excellent written communication skills are required.	Support program/project management staff within functional areas of cloud expertise in the preparation of deliverables, internal reports, briefings, and drawings associated with the project being supported.
Principal Software Developer	Bachelor's degree in a related field, and 8 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency. Demonstrated ability to work independently or under only general direction. Provides technical direction to other programmers.
Principal Software Developer (IT)	Bachelor's degree in a related field, and 8 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency. Demonstrated ability to work independently or under only general direction. Provides technical direction to other programmers.
Senior Software Developer	Bachelor's Degree in a related field, and 6years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency. Demonstrated ability to work independently or under only general direction.
Senior Software Developer (IT)	Bachelor's Degree in a related field, and 6 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency. Demonstrated ability to work independently or under only general direction.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Cloud Senior Software Developer (IT)	Bachelor's Degree in a related field, and 6 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required cloud product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency. Demonstrated ability to work independently or under only general direction.
Software Developer	Bachelor's degree in a related field, and 4 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency.
Software Developer (IT)	Bachelor's degree in a related field, and 4 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required documentation. Enhances software to reduce operating time, add functionality, or improve efficiency.
Cloud Software Developer (IT)	Bachelor's degree in a related field, and 4 years experience in applications programming on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.	Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required cloud documentation. Enhances software to reduce operating time, add functionality, or improve efficiency.
Principal Web Developer	Bachelor's Degree in Computer Science, and 6 years of general computer programming experience, with at least 3-years of specialized web development experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Principal Web Developer (IT)	Bachelor's Degree in Computer Science, and 6 years of general computer programming experience, with at least 3-years of specialized web development experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Health Principal Web Developer (IT)	Bachelor's Degree in Computer Science, and 6 years of general computer programming experience, with at least 3-years of specialized web development experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Cloud Principal Web Developer (IT)	Bachelor's Degree in Computer Science, and 6 years of general computer	Performs Web Site development from conception to implementation, including planning, content development,

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	programming experience, with at least 3-years of specialized web development experience.	design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides cloud quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Senior Web Developer	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Senior Web Developer (IT)	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Health Senior Web Developer (IT)	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Cloud Senior Web Developer (IT)	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides cloud quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Web Developer	Bachelor's Degree in Computer Science, and 2 years general computer programming experience with at least 1 year specialized experience in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Web Developer (IT)	Bachelor's Degree in Computer Science, and 2 years general computer programming experience with at least 1 year specialized experience in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Health Web Developer (IT)	Bachelor's Degree in Computer Science, and 2 years general computer programming experience with at least 1 year specialized experience in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		software languages and current interactive Web Site developments.
Cloud Web Developer (IT)	Bachelor's Degree in Computer Science, and 2 years general computer programming experience with at least 1 year specialized experience in web site development.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides cloud quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Principal Applications Developer	Bachelor's Degree in Computer Science, and 6 years of general computer programming experience, with at least 3 years of specialized web and mobile application development experience.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Principal Application Developer (IT)	Bachelor's Degree in Computer Science, and 6 years of general computer programming experience, with at least 3 years of specialized web and mobile application development experience.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Senior Applications Developer	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web and mobile application development.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Senior Application Developer (IT)	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web and mobile application development.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Health Senior Application Developer (IT)	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web and mobile application development.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Cloud Senior Application Developer (IT)	Bachelor's Degree in Computer Science, and 4 years of general computer programming experience with a minimum of 2 years experience specializing in web and mobile application development.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides cloud quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Applications Developer	Bachelor's Degree in Computer Science, and 2 years general computer programming experience with at least 1	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion,

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
	year specialized experience in web and mobile application development.	maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Applications Developer (IT)	Bachelor's Degree in Computer Science, and 2 years general computer programming experience with at least 1 year specialized experience in web and mobile application development.	Performs Web and mobile application development from conception to implementation, including planning, design, and programming. Provides enhancement, multimedia conversion, maintenance, and application administration. Provides quality control services and demonstrated expertise in both current Internet related and application software languages and current interactive application developments.
Senior Testing Specialist	Bachelor's degree in a related field, and 6 years experience computer in software development with at least 4-years experience in software testing (integration and acceptance).	Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems and recommends solutions to issues for consideration. Reviews test results and evaluates for conformance to design making recommendations for modifications as necessary.
Senior Testing Specialist (IT)	Bachelor's degree in a related field, and 6 years experience computer in software development with at least 4-years experience in software testing (integration and acceptance).	Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems and recommends solutions to issues for consideration. Reviews test results and evaluates for conformance to design making recommendations for modifications as necessary.
Health Senior Testing Specialist (IT)	Bachelor's degree in a related field, and 6 years experience computer in software development with at least 4-years experience in software testing (integration and acceptance).	Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems and recommends solutions to issues for consideration. Reviews test results and evaluates for conformance to design making recommendations for modifications as necessary.
Cloud Senior Testing Specialist (IT)	Bachelor's degree in a related field, and 6 years experience computer in software development with at least 4-years experience in software testing (integration and acceptance).	Designs and executes cloud IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems and recommends solutions to issues for consideration. Reviews test results and evaluates for conformance to design making recommendations for modifications as necessary.
Testing Specialist	Bachelor's degree in a related field, and 4 years experience computer in software development with at least 2 years experience in software testing (integration and acceptance).	Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems. Reviews test results and evaluates for conformance to design.
Testing Specialist (IT)	Bachelor's degree in a related field, and 4 years experience computer in software development with at least 2 years experience in software testing (integration and acceptance).	Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems. Reviews test results and evaluates for conformance to design.

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
Health Testing Specialist (IT)	Bachelor's degree in a related field, and 4 years experience computer in software development with at least 2 years experience in software testing (integration and acceptance).	Designs and executes cloud IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems. Reviews test results and evaluates for conformance to design.
Cloud Testing Specialist (IT)	Bachelor's degree in a related field, and 4 years experience computer in software development with at least 2 years experience in software testing (integration and acceptance).	Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Analyzes internal security within systems. Reviews test results and evaluates for conformance to design.
Senior Usability Specialist	Bachelor's degree in a related field, and 5 years User Interface design and development experience; familiarity with the latest emerging technologies for User Experience design.	Working with business analysts and web designers, develops solutions to business and creative problems; recommends simple and concise solutions using visual design, working demonstrations, and written reports and presentations. Develop a broad understanding of evolved and evolving technologies and how to design for those new technologies. Supports multiple usability studies and focus groups, and conduct usability testing. Define requirements as a result of empirical data, other usability studies, market research and proven user-centric design principles.
Senior Usability Specialist (IT)	Bachelor's degree in a related field, and 5 years User Interface design and development experience; familiarity with the latest emerging technologies for User Experience design.	Working with business analysts and web designers, develops solutions to business and creative problems; recommends simple and concise solutions using visual design, working demonstrations, and written reports and presentations. Develop a broad understanding of evolved and evolving technologies and how to design for those new technologies. Supports multiple usability studies and focus groups, and conduct usability testing. Define requirements as a result of empirical data, other usability studies, market research and proven user-centric design principles.
Usability Specialist	Bachelor's degree, and 3 years User Interface design and development experience; familiarity with the latest emerging technologies for User Experience design.	Working with business analysts and web designers, develops solutions to business and creative problems; recommend simple and concise solutions using visual design, working demonstrations, and written reports and presentations. Develop a broad understanding of evolved and evolving technologies and how to design for those new technologies. Support multiple usability studies and focus groups, and conduct usability testing. Define requirements as a result of empirical data, other usability studies, market research and proven user-centric design principles.
Usability Specialist (IT)	Bachelor's degree, and 3 years User Interface design and development experience; familiarity with the latest emerging technologies for User Experience design.	Working with business analysts and web designers, develops solutions to business and creative problems; recommend simple and concise solutions using visual design, working demonstrations, and written reports and presentations. Develop a broad understanding of evolved and evolving technologies and how to design for those new technologies. Support multiple usability studies and focus groups, and conduct usability testing. Define requirements as a result of empirical data, other usability studies, market research and proven user-centric design principles.
Cloud Usability Specialist (IT)	Bachelor's degree, and 3 years User Interface design and development experience; familiarity with the latest emerging technologies for User Experience design.	Working with business analysts and web designers, develops cloud solutions to business and creative problems; recommend simple and concise solutions using visual design, working demonstrations, and written reports and presentations. Develop a broad understanding of evolved and

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		evolving technologies and how to design for those new technologies. Support multiple usability studies and focus groups, and conduct usability testing. Define requirements as a result of empirical data, other usability studies, market research and proven user-centric design principles.
Senior Graphic Designer	Bachelor's Degree in related field such as Art or Computer Graphics and 6 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Senior Graphic Designer (IT)	Bachelor's Degree in related field such as Art or Computer Graphics and 6 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Cloud Senior Graphic Designer (IT)	Bachelor's Degree in related field such as Art or Computer Graphics and 6 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides cloud quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Graphic Designer	Bachelor's Degree in related field such as Art or Computer Graphics, and 3 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Graphic Designer (IT)	Bachelor's Degree in related field such as Art or Computer Graphics, and 3 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Health Graphic Designer (IT)	Bachelor's Degree in related field such as Art or Computer Graphics, and 3 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides cloud quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Cloud Graphic Designer (IT)	Bachelor's Degree in related field such as Art or Computer Graphics, and 3 years related experience.	Performs Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia

Labor Category	Minimum/General Experience/Education/Training	General Description/Responsibilities
		conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.
Contracts Specialist	Bachelor's Degree and 10 years related experience	Reviews incoming customer requests and communications, identifies requirements, reviews terms and conditions for acceptability, coordinates proposal review, drafts proposals including unique, complex special provisions and secures required management approval.
Subcontract Administrator	Bachelor's Degree and 10 years related experience.	Reviews incoming customer requests and communications, identifies requirements, reviews terms and conditions for acceptability, coordinates proposal review, drafts proposals including unique, complex special provisions and secures required management approval.
Planning Assistant	Associate degree, and 5 years related experience.	Provides planning and scheduling support. Implements management systems, performs analysis, and reports on contract performance. Performs database management for a specific project.

Table of Equivalencies	
Substitutions for Educational Requirements	
Degree Requirement	Equivalent Experience Substitution
Bachelors Degree	• Associate Degree plus 4 years experience
Masters Degree	• Bachelors Degree plus 4 years experience
Doctorate Degree	• Masters Degree plus 4 years experience • Bachelors Degree plus 8 years experience
Substitutions for Work Experience Requirements	
Years of Experience Required	Equivalent Degree Substitution
2 years	Bachelors Degree
4 years	Masters Degree
8 years	Doctorate

2 Cloud Computing Services

2.1 Terms and Conditions for Cloud Computing Services

The General Terms and Conditions applicable to CTAC's Cloud Computing Services are as follows:

- The term of an agreement shall be 1-year with annual 1-year renewals. The term of an Agreement will begin on the effective date and remain in effect until terminated by the purchaser.
- CTAC owns the rights to all code. Changes to the code, or customizations by the purchaser will result in termination of any warranty and no guarantee to restore the system to the original configuration.
- CTAC will provide periodic updates to the system. Patches and updates will be made during off-hours (Eastern Time).
- Availability (service level) will be 99.9%.

- Published content is the sole responsibility of the purchaser.
- CTAC reserves the right to change the cloud-hosting provider.

2.2   Cloud Computing Services Description of Services

2.2.1   *Platform-as-a-Service (PaaS) – Content Management Platform*

CTAC's Platform-as-a-Service (PaaS) Content Management Platform (CMP) is an innovative solution to support customer's needs in the areas of content and publishing APIs and overall content and taxonomy strategies. The PaaS solution is sufficiently flexible to meet the unique needs of client web properties, as well as establishing infrastructure and building blocks for the future. CTAC's PaaS has a predictable cost model and provides a service-based architecture for internal and external web properties with both isolated and multi-tenant models, and provides a turnkey, on-demand, expandable, cloud-based platform.

The CTAC CMP is a single, integrated platform that has been developed to addresses client's needs using extendable open source offerings that will not limit future capacity to a single Content Management System (CMS) vendor. The CTAC CMP is powered by an automated, container-based hosting infrastructure and a unified set of content services and metadata available to all web properties. This homogenous and scalable architecture enables efficient migration and onboarding of web properties and the reuse of data structures, content, metadata, back-end services, and visualization components, while at the same time providing avenues for innovative content solutions across the full-spectrum of content management technology stacks. The CTAC CMP is a unified platform solution with the ability to support multiple application framework products, as well as providing a forward-looking architecture to support the content engines of tomorrow.

The CTAC CMP provides out-of-the-box API compatibility. All open source and Commercial of the Shelf (COTS) technologies selected for the platform provide API developer- focused interfaces, and the core CMP has been developed to provide a content API that supports base content types, taxonomies, and a unified base search. The core CMP can be customized and configured to meet client's needs.

The PaaS CMP adheres to the Essential Cloud Characteristics as follows:

Essential Cloud Characteristic	How Essential Characteristic Will be Met
On-demand Self Service	This is a turnkey offering that does not require the human interaction between the consumer and service provider. Our automated API based configuration management tools provide a single bundle of software and infrastructure components.
Broad network access	Our solution utilizes broad network access via the open standard protocols HTTP and HTTPS. Our services may be accessed from mobile phones, tablets, laptops, workstations, and other devices. Proprietary access protocols that restrict thin or thick client access are not used.
Resource pooling	Our resources are pooled together to serve multiple consumers using a multiple-tenant model. Customers do not have to manage resource physical locations. Our resources are maintained in a multi-region shared tenant environment. Our service is abstracted to the end client who will only need to choose / be aware of basic regions such as "United States East" or "Gov Cloud."
Rapid elasticity	Rapid elasticity is provided through both client managed pool allocation settings as well as auto scaling. Elasticity triggers include CPU utilization, network traffic, disk activity, and instance health.
Measured service	CTAC provides "pay-per-use" cloud services to adjust to the fluctuating needs of clients. This approach eliminates the traditional large up-front investment costs and wasted resources that

	are often associated with large infrastructures, and provides an on-demand service oriented pricing that is fully transparent and flexible for future needs.

This PaaS provides the consumer the ability to deploy onto the cloud infrastructure consumer-created or acquired applications created using programming languages, libraries, services, and tools supported by CTAC. The consumer will not manage or control the underlying cloud infrastructure including network, servers, operating systems, or storage, but has control over the deployed applications and possibly configuration settings for the application-hosting environment.

This PaaS is a Hybrid Deployment Model. The cloud infrastructure is a composition of two or more distinct cloud infrastructures (private, community, or public) that remain unique entities, but are bound together by standardized or proprietary technology that enables data and application portability. At the lower infrastructure level we utilize either a public cloud "East/West" (public) or "GovCloud" (community) based on our clients preference. At the public facing content delivery network layer (CDN) we utilize a public model. At the network level we provide a private cloud via automatically provisioned client-specific logically isolated components of our IaaS backbone including IP address ranges, subnets, and configuration of route tables and network gateways. We provide customized network configurations with multiple layers of security with, security groups, and network access control lists, to control access within Virtual Private Clouds (VPCs).

2.2.2 Software-as-a-Service (SaaS) - Syndicus

CTAC's Software-as-a-Service (SaaS) - **Syndicus** – is a solution for ensuring up-to-date information is shared on websites using the same information. The Syndication SaaS is a multi-faceted system designed to solve fundamental issues that arise when trying to publish and ingest content on the web. Its primary function is to provide a "storefront" for information consumers to browse and search for public content. By providing a simple embed mechanism for users, the system eliminates the era of copy-and-paste content reuse (syndication); it provides automatic delivery, updates, display, and aggregation of digital media through embeddable widgets, media viewers, and microsites. A robust Application Program Interface (API) that simultaneously allows publishers to make their content available as well as providing developers with tools to build unique endpoint products powers the SaaS solution.

The Syndication platform makes it possible to reach audiences unlike any other system in the Federal Government. Syndication empowers the state, local, non-profit and private sectors through access to quality content, real time updates, and tools to build complete content-driven websites and mobile apps - all with little or no development resources required. Detailed metrics collection allows adopters to see exactly where their content is being used, and microsite services can be used to build entire websites with just a few clicks. The Syndication system is a collection of micro services running on containerized app servers (such as tomcat). Individual components are implemented with the Grails framework utilizing the Groovy programming language. The API services provided are JavaScript Object Notation (JSON) based ReSTful services that adhere to the Whitehouse API standards (https://github.com/WhiteHouse/api-standards) and ReST best practices.

The Syndication platform is a collection of applications that combined provide the full suite of Syndication Services as follows:

Storefront	The front end of the application stack that end users use to browse for content, get embed code for content items, and to build media viewers and microsites.
API	The ReSTful services that allow both publishing and consuming syndicated media
Admin	The administrative back end used by publishers and system administrators to manage content and get metrics reports.
CMS Manager	The security gateway for publishers who wish to push content into the system, and the primary notification engine for managing and pushing content updates to subscribers (and [Content Management System] CMS Consumers).
Tag Cloud	A full featured tagging system that provides numerous tagging features, including tag associations, tag types, tag languages, related tags and content, and listing services.
TinyURL	Every content item that is published to Syndication is automatically assigned a TinyURL - a permanent URL mapping that can be used to shorten and abstract URLs for the end user.
CMS Plugins	There are plugins for various CMSs including Drupal, Wordpress, and Percussion Rhythmyx that add direct publishing and ingestion capabilities to partner CMSs.

This SaaS adheres to Essential Cloud Characteristics as follows:

Essential Cloud Characteristic	How Essential Characteristic Will be Met
On-demand Self Service	This is a turnkey offering that does not require the human interaction between the consumer and service provider. Our automated API based configuration management tools provide a single bundle of software and infrastructure components.
Broad network access	Our solution utilizes broad network access via the open standard protocols HTTP and HTTPS. Our services may be accessed from mobile phones, tablets, laptops, workstations, and other devices. Proprietary access protocols that restrict thin or thick client access are not used.
Resource pooling	Our resources are pooled together to serve multiple consumers using a multiple-tenant model. Customers do not have to manage resource physical locations. Our resources are maintained in a multi-region shared tenant environment. Our service is abstracted to the end client who will only need to choose / be aware of basic regions such as "United States East" or "Gov Cloud."
Rapid elasticity	Rapid elasticity is provided through both client managed pool allocation settings as well as auto scaling. Elasticity triggers include CPU utilization, network traffic, disk activity, and instance health.
Measured service	CTAC provides "pay-per-use" cloud services to adjust to the fluctuating needs of clients. This approach eliminates the traditional large up-front investment costs and wasted resources often associated with large infrastructures, and provides an on-demand service oriented pricing that is fully transparent and flexible for future needs.

This SaaS provides the consumer the ability to deploy onto the cloud infrastructure consumer-created or acquired applications created using programming languages, libraries, services, and tools supported by CTAC. The consumer will not manage or control the underlying cloud infrastructure including network, servers, operating systems, or storage, but has control over the deployed applications and possibly configuration settings for the application-hosting environment.

This SaaS is a Hybrid Deployment Model. The cloud infrastructure is a composition of two or more distinct cloud infrastructures (private, community, or public) that remain unique entities, but are bound together by standardized or proprietary technology that enables data and application portability. At the lower infrastructure level we utilize either a public cloud "East/West" (public) or "GovCloud" (community) based on our clients preference. At the public facing content delivery network layer (CDN) we utilize a public model.   At the network level we provide a private cloud via automatically provisioned client-specific logically isolated components of our IaaS backbone including IP address ranges, subnets, and configuration of route tables and network gateways. We provide customized network configurations with

multiple layers of security with, security groups, and network access control lists, to control access within Virtual Private Clouds (VPCs).

2.3 Cloud Computing Services Pricing

2.3.1 Platform-as-a-Service (PaaS) – Content Management Platform (CMP)

Item	Description	Initial Annual Cost	Out-Year Annual Cost
CMP-SM	Content Management Platform for a Small Application	$94,112.03	$47,288.19
CMP-MD	Content Management Platform for a Medium Application	$139,331.32	$78,162.93
CMP-LG	Content Management Platform for a Large Application	$190,978.38	$109,536.42

2.3.2 Software-as-a-Service (SaaS) – Syndicus Syndication Software

Item	Offering	Annual Cost
SYN-LT	Syndicus - Lightweight Storefront	$414,308.56
SYN-CON	Syndicus - Configurable Application	$467,081.56

2.3.3 Amazon Web Services (AWS)

CTAC is an Amazon Web Services (AWS) Letter of Supply holder and sells the full complement of AWS cloud computing solutions. The AWS Reseller Customer License Terms and the CTAC AWS Commercial Pricelist follows below.