

# GENERAL SERVICES ADMINISTRATION

## Federal Acquisition Service *Authorized Federal Supply Schedule Price List*

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

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

<b>Schedule for:</b>	Consolidated (Professional Services)
<b>Federal Supply Group:</b>	CORP
<b>Contract Number:</b>	GS00F191CA
<b>Contract Period:</b>	July 1, 2015 – June 30, 2020



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Chevy Chase, MD 20815 3573  
Phone: 301-907-8500  
Toll-Free: 800-225-2135  
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Web Site: [www.abacustech.com](http://www.abacustech.com)

Contract Administration: Jane Cross  
E-mail: [crossj@abacustech.com](mailto:crossj@abacustech.com)  
Phone: 301-215-7593

<b>Business Size:</b>	Small
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In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract's awarded size status for the preponderance NAICS designated in the RFQ is "other than small".

## CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**

SIN	Recovery	SIN Description
C874-1	C874-1RC	Integrated Consulting Services
C871-1	C871-1RC	Strategic Planning for Technology Programs/Activities
C871-2	C871-2RC	Concept Development and Requirements Analysis
C871-3	C871-3RC	System Design, Engineering and Integration
C871-4	C871-4RC	Test and Evaluation
C871-5	C871-5RC	Integrated Logistics Support
C871-6	C871-6RC	Acquisition and Life Cycle Management
C874-6	C874-6RC	Acquisition Management Support
C874-7	C874-7RC	Integrated Business Program Support Services

- 1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**

Prices shown in price list are valid for all areas including worldwide. [NOTE: Travel costs will be expensed in accordance with Joint Travel Regulations. For any overseas work, pricing will also reflect current State Department indices of living costs abroad.]

- 1c. **If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.**

Labor category descriptions and hour rates are attached.

2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage (delivery Area):** Domestic and Overseas
5. **Point(s) of production (city, county, and state or foreign country):** Same as company address

- 6. Discount from list prices or statement of net price:**  
Government net prices (discounts already deducted). See Attachment.
- 7. Quantity discounts:** 1% for orders equal to or exceeding \$750,000.00
- 8. Prompt payment terms:** Net 30 days
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Will accept over \$2,500
- 10. Foreign items (list items by country of origin):** None
- 11a. Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:** Contact Contractor
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:**  
Contact Contractor
- 11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery:** Contact Contractor
- 12. F.O.B Points(s):** Destination
- 13a. Ordering Address(es):** Same as Contractor
- 13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 14. Payment address(es):** Same as company address

15. **Warranty provision.:** Contractor's standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.)**  
  
The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).
25. **Data Universal Numbering System (DUNS) number:** 126505833
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** Registered

**AWARDED PRICING**  
**Prices are inclusive of IFF**  
**Fixed Annual Rate is 2%**

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C874-1, C874-6, C874-7	Executive Officer	Masters	9	\$205.39	\$209.50	\$213.69	\$217.96	\$222.32
C874-1, C874-6, C874-7	Program Manager	Masters	9	\$164.30	\$167.59	\$170.94	\$174.36	\$177.85
C874-1, C874-6, C874-7	Project Manager	Bachelors	6	\$147.88	\$150.84	\$153.86	\$156.93	\$160.07
C874-1, C874-6, C874-7	Task/Team Manager	Bachelors	6	\$114.18	\$116.47	\$118.79	\$121.17	\$123.59
C874-1, C874-6, C874-7	Project Control Specialist	Bachelors	3	\$92.27	\$94.12	\$96.00	\$97.92	\$99.88
C874-1, C874-6	Sr. Technical Writer	Bachelors	6	\$98.58	\$100.55	\$102.56	\$104.61	\$106.71
C874-1, C874-6	Journeyman Technical Writer	Bachelors	3	\$73.93	\$75.41	\$76.92	\$78.45	\$80.02
C874-1, C874-6	Jr. Technical Writer	Bachelors	0	\$52.55	\$53.60	\$54.67	\$55.77	\$56.88
C874-7	Sr. Documentation Specialist	Bachelors	6	\$98.33	\$100.30	\$102.30	\$104.35	\$106.44
C874-7	Journeyman Documentation Specialist	Bachelors	3	\$77.62	\$79.17	\$80.76	\$82.37	\$84.02
C874-7	Jr. Documentation Specialist	Bachelors	0	\$48.65	\$49.62	\$50.62	\$51.63	\$52.66
C874-1, C874-6	Graphics Specialist	High School	0	\$65.71	\$67.03	\$68.37	\$69.73	\$71.13
C874-1, C874-6, C874-7	Administrative Assistant	High School	0	\$46.01	\$46.93	\$47.87	\$48.83	\$49.80
C874-1, C874-6	Principal BPR Specialist	Masters	9	\$205.39	\$209.50	\$213.69	\$217.96	\$222.32
C874-1, C874-6	Sr. BPR Specialist	Bachelors	6	\$159.51	\$162.70	\$165.96	\$169.28	\$172.66
C874-1, C874-6	Journeyman BPR Specialist	Bachelors	3	\$147.88	\$150.84	\$153.86	\$156.93	\$160.07
C874-1, C874-6	Jr. BPR Specialist	Bachelors	0	\$106.79	\$108.93	\$111.11	\$113.33	\$115.59
C874-1, C874-6	Emerging Technology Expert	Bachelors	6	\$197.16	\$201.11	\$205.13	\$209.23	\$213.42

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C874-1, C874-6, C874-7	Principal Subject Matter Expert	Masters	9	\$233.74	\$238.42	\$243.19	\$248.05	\$253.01
C874-1, C874-6, C874-7	Sr. Subject Matter Expert	Bachelors	6	\$180.73	\$184.35	\$188.03	\$191.79	\$195.63
C874-7	Sr. Functional Specialist	Bachelors	6	\$108.78	\$110.96	\$113.18	\$115.44	\$117.75
C874-7	Journeyman Functional Specialist	Bachelors	3	\$83.78	\$85.46	\$87.16	\$88.91	\$90.69
C874-7	Jr. Functional Specialist	Bachelors	0	\$57.13	\$58.27	\$59.44	\$60.63	\$61.84
C874-1, C874-6	Sr. Operations Analyst	Masters	6	\$156.07	\$159.19	\$162.38	\$165.62	\$168.94
C874-1, C874-6	Journeyman Operations Analyst	Bachelors	3	\$131.42	\$134.05	\$136.73	\$139.46	\$142.25
C874-1, C874-6	Jr. Operations Analyst	Bachelors	0	\$98.58	\$100.55	\$102.56	\$104.61	\$106.71
C874-1, C874-6, C874-7	Sr. Management Analyst	Masters	6	\$143.57	\$146.44	\$149.37	\$152.36	\$155.41
C874-1, C874-6, C874-7	Journeyman Management Analyst	Bachelors	3	\$118.30	\$120.67	\$123.08	\$125.54	\$128.05
C874-1, C874-6, C874-7	Jr. Management Analyst	Bachelors	0	\$85.44	\$87.15	\$88.89	\$90.67	\$92.48
C874-1, C874-6	Sr. Data Modeling Analyst	Bachelors	6	\$139.66	\$142.45	\$145.30	\$148.21	\$151.17
C874-1, C874-6	Journeyman Data Modeling Analyst	Bachelors	3	\$114.97	\$117.27	\$119.62	\$122.01	\$124.45
C874-1, C874-6	Jr. Modeling Analyst	Bachelors	0	\$82.13	\$83.77	\$85.45	\$87.16	\$88.90
C874-1, C874-6, C874-7	Sr. Quality Assurance Analyst	Bachelors	6	\$130.80	\$133.42	\$136.09	\$138.81	\$141.58
C874-1, C874-6, C874-7	Journeyman Quality Assurance Analyst	Bachelors	3	\$106.86	\$109.00	\$111.18	\$113.40	\$115.67
C874-1, C874-6, C874-7	Jr. Quality Assurance Analyst	Bachelors	0	\$78.87	\$80.45	\$82.06	\$83.70	\$85.37
C874-1, C874-6, C874-7	Sr. Business Process Analyst	Bachelors	6	\$131.42	\$134.05	\$136.73	\$139.47	\$142.26
C874-1, C874-6, C874-7	Journeyman Business Process Analyst	Bachelors	3	\$106.79	\$108.93	\$111.11	\$113.33	\$115.59

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C874-1, C874-6, C874-7	Jr. Business Process Analyst	Bachelors	0	\$73.93	\$75.41	\$76.92	\$78.45	\$80.02
C874-1, C874-6	Sr. Simulation Modeling Analyst	Bachelors	6	\$128.15	\$130.71	\$133.33	\$136.00	\$138.72
C874-1, C874-6	Journeyman Simulation Modeling Analyst	Bachelors	3	\$101.87	\$103.91	\$105.99	\$108.10	\$110.27
C874-1, C874-6	Jr. Simulation Modeling Analyst	Bachelors	0	\$69.01	\$70.39	\$71.80	\$73.24	\$74.70
C874-1, C874-6, C874-7	Sr. Cost Analyst	Bachelors	6	\$119.65	\$122.04	\$124.49	\$126.98	\$129.51
C874-1, C874-6, C874-7	Journeyman Cost Analyst	Bachelors	3	\$90.35	\$92.16	\$94.00	\$95.88	\$97.80
C874-1, C874-6, C874-7	Jr. Cost Analyst	Bachelors	0	\$65.71	\$67.03	\$68.37	\$69.73	\$71.13
C874-1, C874-6, C874-7	Sr. Procurement Specialist	Bachelors	6	\$114.97	\$117.27	\$119.62	\$122.01	\$124.45
C874-1, C874-6, C874-7	Journeyman Procurement Specialist	Bachelors	3	\$93.64	\$95.51	\$97.42	\$99.37	\$101.36
C874-1, C874-6	Research Analyst	Bachelors	3	\$57.52	\$58.67	\$59.85	\$61.04	\$62.26
C874-7	Principal Consultant	Masters	9	\$175.44	\$178.95	\$182.53	\$186.18	\$189.90
C874-7	Sr. Consultant	Masters	6	\$153.07	\$156.13	\$159.26	\$162.44	\$165.69
C874-7	Journeyman Consultant	Bachelors	3	\$131.87	\$134.51	\$137.20	\$139.94	\$142.74
C874-7	Jr. Consultant	Bachelors	0	\$116.56	\$118.89	\$121.27	\$123.70	\$126.17
C874-7	Sr. Enterprise Architect	Masters	6	\$151.37	\$154.40	\$157.49	\$160.64	\$163.85
C874-7	Journeyman Enterprise Architect	Bachelors	3	\$110.79	\$113.01	\$115.27	\$117.57	\$119.92
C874-7	Sr. Solution Architect	Bachelors	6	\$143.69	\$146.57	\$149.50	\$152.49	\$155.54
C874-7	Journeyman Solution Architect	Bachelors	3	\$104.41	\$106.50	\$108.63	\$110.80	\$113.02
C874-7	Jr. Solution Architect	Bachelors	0	\$90.66	\$92.47	\$94.32	\$96.21	\$98.13
C874-7	Principal Configuration Management Specialist	Bachelors	9	\$129.73	\$132.33	\$134.97	\$137.67	\$140.43
C874-7	Sr. Configuration Management Specialist	Bachelors	6	\$106.24	\$108.37	\$110.53	\$112.74	\$115.00
C874-7	Journeyman Configuration Management Specialist	Bachelors	3	\$94.49	\$96.38	\$98.31	\$100.27	\$102.28
C874-7	Jr. Configuration Management Specialist	Bachelors	0	\$55.33	\$56.44	\$57.57	\$58.72	\$59.89

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C874-7	Principal Training Specialist	Bachelors	9	\$133.05	\$135.71	\$138.43	\$141.20	\$144.02
C874-7	Sr. Training Specialist	Bachelors	6	\$98.90	\$100.88	\$102.90	\$104.95	\$107.05
C874-7	Journeyman Training Specialist	Bachelors	3	\$81.26	\$82.88	\$84.54	\$86.23	\$87.96
C874-7	Jr. Training Specialist	Bachelors	0	\$60.64	\$61.85	\$63.09	\$64.35	\$65.64
C874-1, C874-6	Sr. Project Engineer	Bachelors	6	\$140.37	\$143.18	\$146.04	\$148.96	\$151.94
C874-1, C874-6	Journeyman Project Engineer	Bachelors	3	\$119.65	\$122.04	\$124.49	\$126.98	\$129.51
C874-1, C874-6	Jr. Project Engineer	Bachelors	0	\$87.73	\$89.48	\$91.27	\$93.10	\$94.96
C874-1	Sr. Facilitator	Bachelors	6	\$188.93	\$192.71	\$196.57	\$200.50	\$204.51
C874-1	Journeyman Facilitator	Bachelors	3	\$131.42	\$134.05	\$136.73	\$139.47	\$142.26
C874-1	Sr. Statistician	Masters	6	\$139.66	\$142.45	\$145.30	\$148.21	\$151.17
C874-1	Journeyman Statistician	Bachelors	3	\$114.98	\$117.28	\$119.63	\$122.02	\$124.46
C874-1	Jr. Statistician	Bachelors	0	\$90.35	\$92.16	\$94.00	\$95.88	\$97.80
C874-1	Sr. Market Research Analyst	Bachelors	6	\$123.25	\$125.72	\$128.23	\$130.80	\$133.41
C874-1	Journeyman Market Research Analyst	Bachelors	3	\$101.87	\$103.91	\$105.99	\$108.11	\$110.27
C874-1	Jr. Market Research Analyst	Bachelors	0	\$82.15	\$83.79	\$85.47	\$87.18	\$88.92
C874-1	Sr. Multi Media/Design Engineer	Bachelors	6	\$118.30	\$120.67	\$123.08	\$125.54	\$128.05
C874-1	Journeyman Multi Media/Design Engineer	Bachelors	3	\$95.29	\$97.20	\$99.14	\$101.12	\$103.15
C874-1	Sr. Survey Specialist	Bachelors	6	\$114.97	\$117.27	\$119.62	\$122.01	\$124.45
C874-1	Journeyman Survey Specialist	Bachelors	3	\$85.44	\$87.15	\$88.89	\$90.67	\$92.48
C874-1	Sr. Data Analyst	Bachelors	6	\$106.79	\$108.93	\$111.11	\$113.33	\$115.59
C874-1	Journeyman Data Analyst	Bachelors	3	\$78.87	\$80.45	\$82.06	\$83.70	\$85.37
C874-1	Jr. Data Analyst	Bachelors	0	\$49.27	\$50.26	\$51.26	\$52.29	\$53.33
C874-1, C874-7	Sr. Outreach Publication Specialist	Bachelors	6	\$98.58	\$100.55	\$102.56	\$104.61	\$106.71
C874-1, C874-7	Journeyman Outreach Publication Specialist	Bachelors	3	\$73.93	\$75.41	\$76.92	\$78.45	\$80.02
C874-1	Data Technician	High School	0	\$41.09	\$41.91	\$42.75	\$43.61	\$44.48
C874-1	Data Entry Clerk	High School	0	\$32.86	\$33.52	\$34.19	\$34.87	\$35.57
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Executive Officer	Bachelors	9	\$207.56	\$211.71	\$215.95	\$220.27	\$224.67



SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Program Manager I	Bachelors	5	\$164.24	\$167.53	\$170.88	\$174.29	\$177.78
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Program Manager II	Bachelors	10	\$204.38	\$208.47	\$212.64	\$216.89	\$221.23
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Project (Task Order) Manager I	Bachelors	6	\$148.25	\$151.22	\$154.24	\$157.33	\$160.47
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Project (Task Order) Manager II	Bachelors	9	\$163.41	\$166.68	\$170.01	\$173.41	\$176.88
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Acquisition Engineer I	Bachelors	0	\$92.12	\$93.96	\$95.84	\$97.76	\$99.72
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Acquisition Engineer II	Bachelors	3	\$121.55	\$123.98	\$126.46	\$128.99	\$131.57
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Acquisition Engineer III	Bachelors	6	\$149.33	\$152.32	\$155.36	\$158.47	\$161.64
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Configuration Control Engineer I	Bachelors	0	\$81.92	\$83.56	\$85.23	\$86.94	\$88.67

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Configuration Control Engineer II	Bachelors	3	\$111.38	\$113.61	\$115.88	\$118.20	\$120.56
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Configuration Control Engineer III	Bachelors	6	\$132.32	\$134.97	\$137.67	\$140.42	\$143.23
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Analyst I	Bachelors	0	\$92.12	\$93.96	\$95.84	\$97.76	\$99.72
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Analyst II	Bachelors	3	\$121.55	\$123.98	\$126.46	\$128.99	\$131.57
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Analyst III	Bachelors	6	\$149.31	\$152.30	\$155.34	\$158.45	\$161.62
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Support Specialist I	Bachelors	0	\$68.92	\$70.30	\$71.71	\$73.14	\$74.60
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Support Specialist II	Bachelors	3	\$91.91	\$93.75	\$95.62	\$97.54	\$99.49
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Support Specialist III	Bachelors	6	\$104.97	\$107.07	\$109.21	\$111.39	\$113.62

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Support Specialist IV	Bachelors	9	\$129.09	\$131.67	\$134.31	\$136.99	\$139.73
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Technician I	Bachelors	0	\$48.81	\$49.79	\$50.78	\$51.80	\$52.83
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Technician II	Bachelors	3	\$61.82	\$63.06	\$64.32	\$65.60	\$66.92
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Engineering Technician III	Bachelors	6	\$75.21	\$76.71	\$78.25	\$79.81	\$81.41
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Logistics Engineer I	AS/TECH	0	\$85.29	\$87.00	\$88.74	\$90.51	\$92.32
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Logistics Engineer II	Bachelors	3	\$107.61	\$109.76	\$111.96	\$114.20	\$116.48
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Logistics Engineer III	Bachelors	6	\$135.35	\$138.06	\$140.82	\$143.63	\$146.51
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Scientific/Engineering Professional I	Bachelors	0	\$99.43	\$101.42	\$103.45	\$105.52	\$107.63

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Scientific/Engineering Professional II	Bachelors	3	\$122.28	\$124.73	\$127.22	\$129.76	\$132.36
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Scientific/Engineering Professional III	Bachelors	6	\$148.92	\$151.90	\$154.94	\$158.03	\$161.20
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Scientific/Engineering Professional IV	Bachelors	9	\$165.40	\$168.71	\$172.08	\$175.53	\$179.04
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Subject Matter Expert I	Bachelors	0	\$174.11	\$177.59	\$181.14	\$184.77	\$188.46
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Subject Matter Expert II	Bachelors	3	\$253.26	\$258.32	\$263.49	\$268.76	\$274.14
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Subject Matter Expert III	Bachelors	6	\$297.45	\$303.40	\$309.47	\$315.66	\$321.97
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Test and Evaluation Engineer I	Bachelors	0	\$94.98	\$96.88	\$98.82	\$100.80	\$102.81
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Test and Evaluation Engineer II	Bachelors	3	\$122.28	\$124.73	\$127.22	\$129.76	\$132.36

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Test and Evaluation Engineer III	Bachelors	6	\$147.86	\$150.82	\$153.83	\$156.91	\$160.05
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Technical Writer/Editor I	AS/TECH	0	\$49.28	\$50.27	\$51.27	\$52.30	\$53.34
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Technical Writer/Editor II	AS/TECH	3	\$71.22	\$72.64	\$74.10	\$75.58	\$77.09
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Technical Writer/Editor III	AS/TECH	6	\$90.23	\$92.03	\$93.87	\$95.75	\$97.67
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Graphic Design Spec/Tech Illustrator I	Bachelors	0	\$63.11	\$64.37	\$65.66	\$66.97	\$68.31
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Graphic Design Spec/Tech Illustrator II	Bachelors	3	\$104.97	\$107.07	\$109.21	\$111.39	\$113.62
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Graphic Design Spec/Tech Illustrator III	Bachelors	6	\$129.09	\$131.67	\$134.30	\$136.99	\$139.73
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Administrative Assistant I	HS/GED	0	\$47.85	\$48.81	\$49.78	\$50.78	\$51.80

SIN (S)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Base Period				
				Year 1	Year 2	Year 3	Year 4	Year 5
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Administrative Assistant II	AS/TECH	4	\$73.74	\$75.21	\$76.72	\$78.25	\$79.82
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Training Facilitator/ Trainer I	Bachelors	0	\$71.25	\$72.68	\$74.13	\$75.61	\$77.12
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Training Facilitator/ Trainer II	Bachelors	3	\$122.28	\$124.73	\$127.22	\$129.76	\$132.36
C871-1, C871-2, C871-3, C871-4, C871-5, C871-6	Training Facilitator/ Trainer III	Bachelors	6	\$154.79	\$157.89	\$161.04	\$164.26	\$167.55

**Service Contract Act:** The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Consolidated Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

## LABOR CATEGORIES DESCRIPTIONS

### LABOR CATEGORIES AWARDED UNDER SINs C874-1, C874-6 and C874-7

*Note: Experience may be substituted for education as outlined in Table I below.*

Table 1

Level	Education & Experience Levels			Equivalent Education and Experience	
	Education	and	Experience	Acquired Degree	Minimum Experience
I	High school diploma or GED	and	1 year	Less than High School/GED	2 years
II	Associate's degree or higher	and	2 years	High School/GED	4 years
III	Bachelor's degree or higher	and	5 years	High School/GED	9 years
				Associate	7 years
				Master	3 years
				Doctorate	1 year
IV	Master's degree or higher	and	6 years	High School/GED	12 years
				Associate	10 years
				Bachelor	8 years
				Doctorate	4 years

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√	√	<b>Executive Officer</b>	N/A	Masters Degree	9	<ul style="list-style-type: none"> <li>Serves as the liaison between project team and government on all contractual matters.</li> <li>Provides executive level oversight\leadership to fully access required corporate resources.</li> <li>Participates in key planning meetings, performance review sessions, and status briefings to ensure that project direction is in alignment with the contracting agency's strategic business goals and objectives.</li> </ul>
√	√	√	<b>Program Manager</b>	N/A	Masters Degree	9	<ul style="list-style-type: none"> <li>Responsible for overall program performance and ensures compliance with contractual requirements.</li> <li>Leads strategic planning, budgeting, and staffing efforts in response to task requirements.</li> <li>Formulates, communicates, and enforces quality work standards.</li> <li>Monitors progress and resolves identified issues impacting service delivery.</li> <li>Primary POC with government for reporting project/contract/task order status/administration.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√	√	Project Manager	N/A	BA/BS	6	<ul style="list-style-type: none"> <li>Responsible for day-to-day management of a project and related tasks.</li> <li>Develops detailed work plans and schedules to support service requests.</li> <li>Assigns staff responsibilities, supervises all staff efforts and directs available resources as necessary to complete tasking IAW scheduled milestones and budgetary constraints.</li> <li>Performs quality checks of all work products.</li> <li>Interacts continually with government technical representatives to present interim results, discuss concerns, and ensure total product/service satisfaction.</li> </ul>
√	√	√	Task/Team Manager	N/A	BA/BS	6	<ul style="list-style-type: none"> <li>Serves as the task or team manager for a large or small task orders and/or teams, assisting the project or program manager in working with the Government COTR, the task-order level TMs, Government management personnel and customer agency representatives.</li> <li>Under the guidance of the program\project manager, the Task/Team Manager is responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the TO are implemented in a timely manner.</li> </ul>
√	√	√	Project Control Specialist	N/A	BA/BS	3	Leads tasks and supervises staff in providing full financial management and administrative support to include cost estimation and analysis, budget formulation and execution, human resource planning and scheduling, and resource allocation.
√	√		Technical Writer	Senior	BA	6	<ul style="list-style-type: none"> <li>Prepares various types of publications by integrating original writing with inputs from technical and non-technical professionals.</li> <li>Analyzes industry standards and interprets client requirements for documentation.</li> <li>Researches and translates complex technical information, and rewrites it for clarity and readability.</li> <li>Proofreads and performs editorial reviews on all forms of technical documentation.</li> <li>Maintains version control over documents and supporting graphics.</li> <li>Designs and updates communications programs/plans in support of clients.</li> </ul>
√	√			Journeyman		3	
√	√			Junior		0	



SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
		√	Documentation Specialist	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements.</li> <li>Conduct an analysis of business and user needs.</li> <li>Translates needs into proper system requirement specifications and documents them.</li> </ul>
		√		Journeyman		3	<ul style="list-style-type: none"> <li>Reviews content of technical documentation for quality.</li> <li>Produces technical and scientific illustrations for presentations and/or publication.</li> <li>Ensures that documents follow the style laid out in the company's style guide.</li> </ul>
		√		Junior		0	<ul style="list-style-type: none"> <li>Prepares various types of publications by integrating original writing with inputs from technical as well as non-technical professionals.</li> <li>Analyzes industry standards and interprets client requirements for documentation, and establishes formatted style guides.</li> <li>Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports.</li> <li>Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.</li> </ul>
√	√		Graphics Specialist	N/A	HS Diplo	0	<ul style="list-style-type: none"> <li>Designs and develops graphic illustrations from sketches and other types of artwork using COTS.</li> <li>Creates graphic displays as well as in Internet compatible formats.</li> <li>Provides scanning, sizing, and enhancement support.</li> <li>Assists in integrating graphics with text in desktop publishing media.</li> </ul>
√	√	√	Administrative Assistant	N/A	HS Diplo	0	<ul style="list-style-type: none"> <li>Performs office administrative and clerical duties including a variety of support tasks requiring the collecting, compiling, evaluating, and publishing of information and statistical data included in documents, records, forms, reports, plans, policies, and regulations.</li> <li>Utilizes Personal Computers (PCs) and packaged software, including spreadsheet, Word Processing and graphics to produce reports or briefings.</li> <li>Maintains correspondence suspense files, records, files for reports, operating procedures, internal memorandums, and composes correspondence.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√		BPR Specialist	Principal	Masters	9	<ul style="list-style-type: none"> <li>• Skilled in functional process improvement techniques.</li> <li>• Analyzes process flows and descriptions to identify and eliminate and minimize inefficiencies.</li> <li>• Applies Activity Based Costing to determine true value of process steps and outputs.</li> <li>• Redesigns operations to achieve improvements in timeliness, cost, quality, and service delivery.</li> </ul>
√	√			Senior	BA/BS	6	
√	√			Journeyman		3	
√	√			Junior		0	
√	√		Emerging Technology Expert	N/A	BS/BA	6	<ul style="list-style-type: none"> <li>• Plans technical architecture for the business environment and develops architecture strategy to support business goals, and validates architecture for validity and performance.</li> <li>• Maps business requirements to products and provides product overview and strategy.</li> <li>• Designs the planning process and approach as well as performs data analyses and planning.</li> <li>• Develops, implements, and validates security requirements.</li> <li>• Conducts pilot testing and develops written documentation to support the system.</li> <li>• Plans and designs Internet and Intranet web sites.</li> <li>• Conducts TCO analysis, Requirements Analysis (RA), and Business Case Analysis (BCA).</li> <li>• Prepares business case plans or other documentation to support findings and recommendations.</li> <li>• Conducts workflow analyses, technology assessments, and business related studies.</li> <li>• Prepares plans for, assesses, and implements system security.</li> </ul>
√	√	√	Subject Matter Expert	Principal	MA/MS	9	<ul style="list-style-type: none"> <li>• Provides technical knowledge, subject matter expertise and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation.</li> <li>• Participates as needed in all phases of software development with emphasis on planning, analysis, testing, integration, documentation, and presentation phases.</li> <li>• Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√	√	Subject Matter Expert	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Provides advanced specialized functional support required to complete IT tasks.</li> <li>Provides high-level advice, planning, troubleshooting, integration, research, design, development, testing, modeling, simulation and training on complex work requirements.</li> <li>Participates as needed in all life cycle phases with emphasis on planning, analysis, testing, integration, documentation, training and presentation.</li> <li>Applies principles, methods, and knowledge of specific functional or subject matter areas of expertise to specific task order requirements.</li> </ul>
		√	Functional Specialist	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Formulates and defines functional system scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements.</li> <li>Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired result.</li> <li>Conducts analysis of business and user needs, documents requirements, and translates needs into proper system requirement specifications.</li> </ul>
		√		Journeyman		3	<ul style="list-style-type: none"> <li>Under direct supervision, assists in formulating and defining functional systems scope and objectives through research and fact-finding combined with an understanding of business systems and industry requirements.</li> <li>Conducts analysis of business and user needs and documenting requirements.</li> <li>Revises existing system logic and difficulties as necessary under direction of experienced senior functional specialist.</li> </ul>
		√		Junior		0	<ul style="list-style-type: none"> <li>Supports more senior staff in the analysis of user needs to determine functional and cross-functional requirements.</li> <li>Performs functional allocation to identify required tasks and their interrelationships.</li> <li>Identifies resources required for each task.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√		Operations Analyst	Senior	Masters	6	<ul style="list-style-type: none"> <li>Provides top-level strategizing, planning, and forecasting.</li> <li>Helps allocate resources, measure performance, schedule, design facilities\systems, manage supply chains, set prices, coordinate transportation\distribution, or analyze large databases.</li> <li>Works closely with senior managers to identify and solve a variety of problems.</li> <li>Gathers information from multiple sources and studies problems, breaking it into components.</li> <li>Determines the optimal inventory and communicates with engineers about production levels, discusses purchasing arrangements with buyers, and examines storage-cost data.</li> <li>Determines the most appropriate analytical technique.</li> <li>Based on the results of the analysis, presents recommendations to managers.</li> <li>May modify the computer program to consider different assumptions before presenting the final recommendation.</li> <li>Works with others in the organization to ensure the plan's successful implementation.</li> </ul>
√	√			Journeyman	BA/BS	3	
√	√			Junior		0	
√	√	√	Management Analyst	Senior	Masters	6	<ul style="list-style-type: none"> <li>Leads tasks and teams in organizational/operations analysis and enterprise reengineering.</li> <li>Evaluates and designs organizational structures to eliminate functional redundancies, increase efficiency, and establish clear managerial accountability.</li> <li>Uses industrial engineering\computer techniques to facilitate work measurement and process improvement as well as develops organizational and process standards and determinants.</li> <li>Uses Activity Based Management techniques to perform cost per output and/or cost per function analysis to facilitate improvement.</li> <li>Facilitates benchmarking, process mapping, work measurement, metrics, performance evaluation, and manpower budget estimates.</li> </ul>
√	√	√		Journeyman	BA/BS	3	
√	√	√		Junior		0	

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√		Data Modeling Analyst	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Responsible for working with systems and business analysts to identify the data frameworks for proposed systems, using frameworks such as IDEF and/or entity relationships.</li> <li>Integrates system-level data requirements and architectures into enterprise-level architectures that meet FEA standards.</li> <li>Defines data elements that meet business needs and integrates elements into and overall data architecture, including meta data that describes the data elements.</li> <li>Develops data modes, normalizing data usage to facilitate efficient system performance.</li> <li>Researches current systems and processes to identify candidate data elements and structures for future systems and analyzes data elements and flows to ensure accuracy and consistency.</li> </ul>
√	√			Journeyman		3	
√	√			Junior		0	
√	√	√	Quality Assurance Analyst	Senior	BS/BA	6	<ul style="list-style-type: none"> <li>Assists with the analysis, review, test, and inspection of systems, business processes, case documentation and files, records systems, and documents in accordance with approved quality procedures and standards to identify, document, quantify, and report on errors, omissions, and inconsistencies from approved standards or applicable instructions.</li> <li>Follows procedures to generate statistically relevant samples for populations to be reviewed.</li> <li>Develops statistical process controls and improvement techniques and metrics.</li> <li>Prepares reports of results and recommendations for improvement and logs and tracks workload consistent with task requirements.</li> </ul>
√	√	√		Journeyman		3	
√	√	√		Junior		0	
√	√	√	Business Process Analyst	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Responsible for working with customers to understand business processes and workflows, and builds models of processes using frameworks incorporating quantitative information such as process times and workflow routing.</li> <li>Analyzes business models to identify bottlenecks and constraints to current process models as well as identifies potential improvements and reusable processes that can be implemented.</li> <li>Documents improved processes, provides guidance and training to staff on improved processes, and provides presentations to management on risks and benefits of new processes.</li> <li>Integrates system or organizational process models into enterprise-level models to ensure maximum productivity and efficiency as well as oversees and provides guidance on testing of improved processes and ultimate implementation of new processes.</li> </ul>
√	√	√		Journeyman		3	
√	√	√		Junior		0	

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√		Simulation Modeling Analyst	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Responsible for developing desktop and computer simulations of current and proposed processes to test various scenarios for improving business processes or computer systems, using data provided by customers or data/process analysts.</li> <li>Uses commercially available products such as SAS, Minitab, and SPSS to develop simulations that accurately reflect current systems and/or organizational activities, and provide a basis upon which to test alternatives for improving system/organizational performance.</li> <li>Participates in the review and testing of scenarios to help define the impact of changes to key variables in the models.</li> </ul>
√	√			Journeyman		3	
√	√			Junior		0	
√	√	√	Cost Analyst	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Leads tasks and supervises staff in providing full financial management and administrative support to include cost estimation and analysis, budget formulation and execution, manpower planning and scheduling, and resource allocation.</li> <li>Uses automated project scheduling and cost tracking software to support critical path and integrated master planning analysis.</li> <li>Performs economic analyses for evaluating the total and marginal costs of alternative ways to accomplish strategic business functions.</li> <li>Assists in performing comparative cost studies to determine whether specified operations should be privatized or outsourced rather than remain in-house.</li> <li>Formulates life cycle cost-benefit analyses and applies economic and risk methodologies, tools, and techniques.</li> </ul>
√	√	√		Journeyman		3	
√	√	√		Junior		0	

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√	√	√	Procurement Specialist	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Provides supervisory technical guidance and advisory assistance in data analysis and in the preparation of supporting acquisition documentation, including statements of objectives (SOO), statement of work (SOW) requirements, quality assurance surveillance plans (QASP), procurement plans, program descriptions, technical specifications, source selection evaluation criteria and plans, and other required solicitation information.</li> <li>Ensures relationship integrity between SOW deliverables and solicitation requirements (e.g., Sections B, Pricing; H, Special Contract Requirements; L, Proposal Preparation Instructions; and M, Evaluation Criteria).</li> <li>Primary liaison with Government acquisition personnel on acquisition related study issues affecting task completion (e.g., property issues, security issues, contract type issues, etc.).</li> <li>Conducts market surveys and performance/best practice benchmarking.</li> <li>Reviews Request for Proposal (RFP) packages for conformance with procurement regulations and develops or validates independent government cost estimates (IGCE).</li> <li>Leads development of technical performance plan (TPP) IAW the solicitation (Best Value).</li> <li>Provides technical assistance in vendor/acquisition contractor proposal evaluation, COTS/GOTS analysis, source selection, acceptance testing and performance monitoring.</li> </ul>
√	√	√		Journeyman		3	
√	√		Research Analyst	N/A	BA/BS	3	<ul style="list-style-type: none"> <li>Gathers information and statistical data.</li> <li>Analyzes data on past performance to predict future results.</li> <li>Devises methods and procedures for obtaining the data they need.</li> <li>Often designs surveys to assess preferences through Internet, telephone, or mail responses.</li> <li>Evaluates data and makes recommendations to clients or employer.</li> <li>Provides management with information needed to make decisions on the promotion, distribution, design, and pricing of products or services.</li> <li>May develop promotional brochures, plans, and events.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
		v	Consultant	Principal	MA/MS	9	<ul style="list-style-type: none"> <li>Manages and implements large, complex information technology systems.</li> <li>Advises senior executives on effective utilization of information technology systems and reengineering to meet business objectives.</li> <li>Identifies user requirements and describes services available or refers inquiries to other staff within installation.</li> <li>Provides technical support of a limited scope to users and assists them in defining and solving computing problems within well-defined areas of responsibility.</li> </ul>
		v		Senior		6	<ul style="list-style-type: none"> <li>Manages the project work as defined by the client contract.</li> <li>Leads medium to large complex projects and major phases of very large projects.</li> <li>Manages the fact-finding, analysis and development of hypothesis/conclusions, production of final reports and delivery of presentations.</li> <li>Responsible for ensuring that the project delivers to client expectations on time and to budget.</li> </ul>
		v		Journeyman	BA/BS	3	<ul style="list-style-type: none"> <li>Leads major portions of large or medium projects, and leads small projects autonomously.</li> <li>Gathers facts through research, interviewing, surveys, etc.</li> <li>Analyzes the client's business, draws conclusions, prepares final reports and gives presentations.</li> <li>Uses in-depth consultative skills and business knowledge to practice business objectives and processes.</li> </ul>
		v		Junior		0	<ul style="list-style-type: none"> <li>Serves as an expert in large integrated systems and applies experience with several ADP architectures and platforms in an integrated environment.</li> <li>Stays current with advances in information technology.</li> <li>Assists in the analysis of current and projected services maintenance personnel and facility requirements.</li> <li>Designs interfaces to allow incompatible equipment to function as a unified system.</li> </ul>
		v	Enterprise Architect	Senior	MA/MS	6	<ul style="list-style-type: none"> <li>Provides high-level architectural expertise to managers and technical staff.</li> <li>Develops architectural products and deliverables for the enterprise and operational business lines.</li> <li>Develops strategy of system and the design infrastructure necessary to support that strategy.</li> <li>Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development.</li> </ul>



SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level	
1	6	7						
		v	Enterprise Architect	Journeyman	BA/BS	3	<ul style="list-style-type: none"> <li>• Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise.</li> <li>• Develops analytical and computational techniques and methodology for problem solutions.</li> <li>• Utilizes performance analysis to predict performance trends, and identify unique and systemic performance anomalies.</li> <li>• Provides specialized knowledge of systems operations, risk management principals, and leading edge industry technologies to develop enterprise level migration and consolidation plans that result in minimum risk, optimum performance solutions.</li> </ul>	
		v		Solutions Architect	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>• Manages the overall architecture of a technical solution, as defined by the client contract. Leads the solution architecture for medium to large complex projects and major phases of very large projects.</li> <li>• Manages the fact-finding, analysis and development of hypothesis/conclusions, production of final reports and delivery of presentations.</li> <li>• Responsible for ensuring sound architectural design and solution integration, and that the project delivers to client expectations on time and to budget.</li> </ul>
		v			Journeyman		3	<ul style="list-style-type: none"> <li>• Under general supervision, formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements.</li> <li>• Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results.</li> <li>• Conducts analyses of business and user needs, documentation of requirements, and translation into proper system requirement specification.</li> </ul>
		v			Junior		0	<ul style="list-style-type: none"> <li>• Under direct supervision, assists in formulating and defining solution scope and objectives through research and fact-finding combined with an understanding of business systems and industry requirements.</li> <li>• Conducts analyses of business and user needs, documenting requirements, and revising existing solutions and system logic and difficulties as necessary under direction of experienced Solution Architect.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
		v	Configuration Management Analyst	Principal	BA/BS	9	<ul style="list-style-type: none"> <li>Formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements.</li> <li>Conducts analyses of business and user needs, documentation requirements, and translation into proper system requirement specifications.</li> </ul>
		v		Senior		6	<ul style="list-style-type: none"> <li>Leads tasks and supervises staff in preparing configuration management plans and procedures, performs configuration audits, monitors trouble reports and change requests, evaluates and selects tools to automate the change control process, and provides status accounting support.</li> <li>Assists in the evaluation, definition, standardization, and tracking of data elements and object names.</li> </ul>
		v	Configuration Management Analyst	Journeyman	BA/BS	3	<ul style="list-style-type: none"> <li>Defines system and project requirements.</li> <li>Designs entire system to meet defined requirements.</li> <li>Works out the details of functional and design requirements, systems design, programming specifications, data elements, data validation specifications, data capture mechanisms, and data conversion procedures through discussions with Government staff and own superiors.</li> <li>Provides technical expertise, direction and supervision to lower level personnel.</li> </ul>
		v		Junior		0	<ul style="list-style-type: none"> <li>Participates in/supports the preparation of configuration management plans and procedures, performs configuration audits.</li> <li>Describes provision for configuration identification, change control, configuration status accounting, and configuration audits.</li> <li>Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.</li> <li>Determines entity relationships, assigns attributes, and develops procedures for maintaining enterprise data models.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
		v	Training Specialist	Principal	BA/BS	9	<ul style="list-style-type: none"> <li>Manages and implements large, complex information technology systems.</li> <li>Advises senior executives on effective utilization of information technology systems and reengineering to meet business objectives and in particular learning and training.</li> <li>Identifies client and business requirements and describes training services available or refers inquiries to other staff specialized in that learning or training methodology or solution.</li> <li>Provides advanced technical support of a limited scope to users and assists them in defining and solving computing problems within well-defined areas of responsibility.</li> </ul>
		v		Senior		6	<ul style="list-style-type: none"> <li>Plans and leads major technology assignments.</li> <li>Coordinates the assessment, design, and conceptualization of training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies.</li> <li>Identifies the best approach training requirements including hardware, software, simulations, course assessment and refreshment, etc.</li> <li>Develops and revises training courses.</li> <li>Prepares training catalogs and course materials.</li> <li>Trains personnel in more advanced/complex courseware by conducting formal classroom courses, workshops and seminars.</li> </ul>
		v		Journeyman		3	<ul style="list-style-type: none"> <li>Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies.</li> <li>Identifies the best approach training requirements including hardware, software, simulations, course assessment and refreshment, etc.</li> <li>Develops and revises training courses; prepares training catalogs and course materials.</li> <li>Trains personnel by conducting formal classroom courses, workshops and seminars.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
		√	Training Specialist	Junior	BA/BS	0	<ul style="list-style-type: none"> <li>Assists in the assessment, design, and conceptualization of training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies.</li> <li>Helps identify the best approach training requirements including hardware, software, simulations, course assessment and refreshment, etc.</li> <li>Under guidance of a higher level training specialist, develops and revises training courses; prepares training catalogs and course materials.</li> <li>Trains personnel by conducting formal classroom courses, workshops and seminars.</li> </ul>
√	√		Project Engineer	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Responsible for analyzing and recommending engineering and process improvements.</li> <li>Leads initiatives to implement continuous process improvement.</li> <li>Identifies opportunities for optimizing business and operating processes to enhance efficiency, reduce cost and meet customer requirements.</li> <li>Meets with internal and external customers to identify and discuss areas where improvements would contribute to greater efficiency, such as through process changes or new technology.</li> <li>Conducts operations analyses to identify opportunities to improve efficiency or reduce costs in process areas.</li> <li>Analyzes facility and service delivery efficiency and costs.</li> <li>Records and analyzes productivity metrics.</li> <li>Provides training on how to carry out process improvement and how to structure a business case for future changes to business processes.</li> </ul>
√	√			Journeyman		3	
√	√			Junior		0	
√			Facilitator	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Skilled in listening\participative techniques, with questions to stimulate creative solutions.</li> <li>Sets meeting agenda; conveys purpose and scope; and maintains order and timelines.</li> <li>Assists group in collaborative processes to achieve consensus and make informed decisions.</li> <li>Summarizes discussion points, records minutes, and documents findings/conclusions.</li> <li>Coordinates post-meeting logistics and action plans.</li> </ul>
√				Journeyman		3	

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√			Statistician	Senior	Masters Degree	6	<ul style="list-style-type: none"> <li>Studies and improves statistical theories and methodologies as well as develops mathematical models, applies statistical concepts, and conducts research for practical application.</li> <li>Plans and organizes statistical surveys, including the design of questionnaires.</li> <li>Advises on various data collection methods and techniques, and supports determining the reliability of findings as well as processes, analyzes and interprets data from various sources.</li> <li>Compiles papers, reports, charts, and tables based on established statistical methods.</li> </ul>
√				Journeyman	BA/BS	3	
√				Junior		0	
√			Market Research Analyst	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Leads tasks and supervises staff in analyzing enterprise-wide operations to determine functional requirements and identify necessary supporting IT and resources.</li> <li>Provides legislative analysis and rulemaking support to assess programmatic impact of proposed regulations and directives.</li> <li>Conducts market research, industry surveys, and technology demonstrations to determine best strategy or fit to a need or to evaluate options.</li> <li>Produces annual reports, executive briefings, conference proceedings, brochures, and other outreach materials to support information dissemination and technology transfer.</li> </ul>
√				Journeyman		3	
√				Junior		0	
√			Multi Media\ Design Engineer	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Plans, analyzes, and creates visual solutions to communications problems.</li> <li>Finds the most effective way to get messages across in print, electronic, and film media using methods such as color, type, illustration, photography, animation and print techniques.</li> <li>Develops the overall layout and production design of magazines, newspapers, journals, corporate reports, and other publications.</li> <li>Produces promotional displays, packaging, and marketing brochures for products and services, designs distinctive logos for products and businesses, and develops signs and signage systems—called environmental graphics—for business and government.</li> <li>Develops material for Internet Web pages, interactive media, and multimedia projects.</li> <li>May produce the credits that appear before and after television programs and movies.</li> </ul>
√				Journeyman		3	

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√			Survey Specialist	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Gathers information on organizations\operations, focusing on designing\conducting surveys.</li> <li>Designs surveys in different formats, depending on research scope and collection method.</li> <li>Collects information that is used in performing research, making fiscal or policy decisions, measuring the effectiveness of those decisions, or improving customer satisfaction.</li> <li>May conduct opinion research to determine public attitudes on issues and use mediums to conduct surveys, such as the Internet, persona\telephone interviews, or mailed questionnaires.</li> <li>May supervise interviewers who conduct surveys in person or over the telephone.</li> <li>May consult with economists, statisticians, market research analysts, or other data users in order to design surveys. May present survey results to clients.</li> </ul>
√				Journeyman		3	
√			Data Analyst	Senior	BA/BS	6	<ul style="list-style-type: none"> <li>Conducts research, collect and analyze data, monitor economic trends, or develop forecasts.</li> <li>Researches a wide variety of issues including energy costs, inflation, interest rates, exchange rates, business cycles, taxes, and employment levels, among others.</li> <li>Develops methods for obtaining the data they need. For example, sampling techniques may be used to conduct a survey and various mathematical modeling techniques may be used to develop forecasts.</li> <li>Prepares reports, including tables and charts, on research results.</li> <li>Presents economic and statistical concepts in a clear and meaningful way.</li> <li>May specialize in a particular area, but knowledge of basic economic principles is essential.</li> </ul>
√				Journeyman		3	
√				Junior		0	

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
✓		✓	Outreach Publications Specialist	Senior	BA	6	<ul style="list-style-type: none"> <li>Serves as advocates for client organizations and programs and builds and maintains positive relationships with the public.</li> <li>Incorporates strategy and policy of programs in public relations outreach material.</li> <li>Handles organizational functions such as media, community, consumer, industry, and governmental relations; political campaigns; interest-group representation; conflict mediation; and employee and investor relations.</li> <li>Understands the attitudes and concerns of community, consumer, employee, and public interest groups and establishes and maintains cooperative relationships with them and with representatives from print and broadcast journalism.</li> <li>Drafts press releases and contacts people in the media who might print\broadcast material.</li> <li>Arranges and conducts programs to keep up contact between organization representatives and the public.</li> <li>Keeps the public or clients informed about the activities of agencies and officials.</li> </ul>
✓		✓		Journeyman		3	
✓			Data Technician	N/A	HS Diplo	0	<ul style="list-style-type: none"> <li>Assembles, reviews and inputs information, making sure records are complete, all forms are completed and properly identified\authenticated, and necessary information is in computer.</li> <li>Communicates with supervisors and professionals to clarify or obtain additional information.</li> <li>Uses computer programs to tabulate and analyze data to improve service, better control cost, provide documentation for use in legal actions, or use in research studies.</li> <li>May be expected to code data and input data for computer processing as well as identify and resolves production related errors.</li> <li>Maintains and revises procedural lists, control records and coding schemes to process source data.</li> </ul>

SIN(s) 874			Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	6	7					
√			Data Entry Clerk	N/A	H.S. Diplo	0	<ul style="list-style-type: none"> <li>• Inputs various lists of items, numbers, or other data into computers or complete forms that appear on a computer screen.</li> <li>• Manipulates existing data, edits information, or proofreads entries into database for accuracy.</li> <li>• Uses various types of equipment to enter data, including ones that convert information to magnetic impulses on tapes or disks for entry into a computer system, use composing software (for publications), online terminals or personal computers, non-keyboard forms of data entry (e.g., scanners), and character recognition systems.</li> </ul>



**Labor Categories Awarded Under SINs C871-1, C871-2, C871-3, C871-4, C871-5, C871-6**

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√	<b>Executive Officer</b>	N/A	BS/BA	9	<ul style="list-style-type: none"> <li>• Serves as the liaison between project team and government on all binding contractual matters.</li> <li>• Provides executive level oversight and leadership to fully access all required corporate resources.</li> <li>• Participates in key planning meetings, performance review sessions, and status briefings to ensure that project direction is in alignment with the contracting agency's strategic business goals and objectives</li> </ul>
√	√	√	√	√	√	<b>Program Manager</b>	I	BS/BA	5	<ul style="list-style-type: none"> <li>• Coordinates and monitors the scheduling, pricing, and technical performance of program.</li> <li>• Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts.</li> <li>• Familiar with quality concepts, practices, and procedures.</li> <li>• Develops strategic business approaches.</li> <li>• Ensures adherence to master plans and schedules; develops solutions to program problems; and directs work of incumbents assigned to program from various departments.</li> <li>• Ensures projects are completed on time and within budget.</li> <li>• Supervises and acts as advisor to program teams regarding projects, tasks, and operations.</li> <li>• Relies on experience and judgment to plan and accomplish goals.</li> <li>• Formulates, communicates, and enforces quality work standards.</li> <li>• Serves as primary point-of-contact with government contract management staff for reporting project status and negotiating change orders.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		II	BS/BA	10	<ul style="list-style-type: none"> <li>• Possesses professional experience in managing and conducting multi-project/multi-task contract assignments.</li> <li>• Monitors the scheduling, pricing, and technical performance of programs.</li> <li>• Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts.</li> <li>• Familiar with quality concepts, practices, and procedures.</li> <li>• Develops strategic business approaches.</li> <li>• Ensures adherence to master plans and schedules; develops solutions to program problems; and directs work of incumbents assigned to program from various departments.</li> <li>• Ensures projects are completed on time and within budget.</li> <li>• Supervises and advises program teams regarding projects, tasks, and operations.</li> <li>• Relies on experience and judgment to plan and accomplish goals.</li> <li>• Formulates, communicates, and enforces quality work standards.</li> <li>• Serves as primary point-of-contact with government contract management staff for reporting project status and negotiating change orders.</li> <li>• Creativity and latitude is required.</li> </ul>
√	√	√	√	√	√	<b>Project (Task Order) Manager</b>	I	BS/BA	6	<ul style="list-style-type: none"> <li>• Responsible for handling the day to day management and administration of project tasks.</li> <li>• Develops detailed work plans and schedules in response to support service requests.</li> <li>• Assigns staff responsibilities and supervises all staff efforts.</li> <li>• Utilizes, maintains control over, and redirects available resources as necessary to complete taskings in accordance with scheduled milestones and budgetary constraints.</li> <li>• Performs quality checks of all work products.</li> <li>• Interacts continually with government technical representatives to present interim results, discuss concerns, and ensure total product/service satisfaction.</li> <li>• Assists, coordinates with and supports the Program Manager.</li> <li>• Stays informed of the day-to-day status of the program, projects, and staff.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		II	BS/BA	9	<ul style="list-style-type: none"> <li>Responsible for the coordination and completion of projects and tasks.</li> <li>Oversees all aspects of the assigned area of responsibility.</li> <li>Sets deadlines, assigns work, and monitors, summarizes and reports progress.</li> <li>Prepares reports for upper management regarding task order status.</li> <li>Position requires familiarity with the assigned subject matter area concepts, practices, and procedures.</li> <li>Relies on experience and judgment to plan and accomplish goals.</li> <li>Performs a wide range of work and management tasks.</li> <li>Supervises and directs the work of others.</li> <li>Administers personnel functions including candidate interviews, project staff hiring, review and approval of job descriptions, selection and placement of personnel, conduct of performance evaluations, and recommending salary adjustments.</li> <li>Oversees operations when the Program Manager is unavailable</li> </ul>
√	√	√	√	√	√	Acquisition Engineer	I	BS/BA	0	<ul style="list-style-type: none"> <li>Supports the preparation of acquisition documentation including a statement of objectives (SOOs), statement of work (SOW) requirements, procurement plans, program descriptions, technical specifications, and other required solicitation information.</li> <li>Reviews Request for Proposal (RFP) packages for conformance with all aspects of relevant procurement regulations and validates independent government cost estimates (IGCEs).</li> </ul>
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>Provides technical guidance and advisory assistance in the preparation of supporting acquisition documentation including a statement of objectives (SOOs), statement of work (SOW) requirements, procurement plans, program descriptions, technical specifications, and other required solicitation information.</li> <li>Reviews Request for Proposal (RFP) packages for conformance with all aspects of relevant procurement regulations and validates independent government cost estimates (IGCEs).</li> <li>Provides technical assistance in vendor/acquisition contractor proposal evaluation, COTS/GOTS product analysis, source selection, acceptance testing, and performance monitoring against established benchmarks.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>• Source of domain expertise in relevant functional areas such as system engineering, business case analysis, data quality management methodologies and modeling techniques, information architecture, and object oriented technology.</li> <li>• Provides technical guidance and advisory assistance in the preparation of supporting acquisition documentation including a statement of objectives (SOOs), statement of work (SOW) requirements, procurement plans, program descriptions, technical specifications, and other required solicitation information.</li> <li>• Reviews Request for Proposal (RFP) packages for conformance with all aspects of relevant procurement regulations and validates independent government cost estimates (IGCEs).</li> <li>• Provides technical assistance in vendor/acquisition contractor proposal evaluation, COTS/GOTS product analysis, source selection, acceptance testing, and performance monitoring against established benchmarks.</li> </ul>
√	√	√	√	√	√	<b>Configuration Control Engineer</b>	I	BS/BA	0	<ul style="list-style-type: none"> <li>• Ability to serve as secretary for Configuration Control Boards (CCBs) to help ensure all baseline changes are approved before initiation.</li> <li>• Ability to maintain allocated, functional and physical baseline control and ability to perform audit support.</li> <li>• Maintains configuration control records and technical documents.</li> <li>• Works closely with quality assurance and management representatives to ensure accurate and well-documented product baseline.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>• Demonstrated experience and ability to provide configuration baseline control throughout the life cycle of highly complex systems and components.</li> <li>• Demonstrated experience and ability to establish and/or maintain a system to record modifications to equipment or documentation.</li> <li>• Ability to facilitate Configuration Control Boards (CCBs) to help ensure all baseline changes are approved before initiation.</li> <li>• Ability to maintain allocated, functional and physical baseline control and ability to perform audit support.</li> <li>• Able to review all engineering change requests to assess impact upon configuration baseline and logistics support elements.</li> <li>• Works closely with quality assurance and management representatives to ensure accurate and well-documented product baseline.</li> </ul>
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>• Demonstrated ability to lead or supervise a team of configuration management specialists.</li> <li>• Demonstrated experience and ability to provide configuration baseline control throughout the life cycle of highly complex systems and components.</li> <li>• Demonstrated experience and ability to establish and/or maintain a system to record modifications to equipment or documentation.</li> <li>• Ability to advise Configuration Control Boards (CCBs) to help ensure all baseline changes are approved before initiation.</li> <li>• Ability to maintain allocated, functional and physical baseline control and ability to perform audit support.</li> <li>• Able to review all engineering change requests to assess impact upon configuration baseline and logistics support elements.</li> <li>• Maintains configuration control records and technical documents.</li> <li>• Works closely with quality assurance and management representatives to ensure accurate and well-documented product baseline.</li> <li>• Prepares directives for change authorization and implementation.</li> </ul>
√	√	√	√	√	√		<b>Engineering Analyst</b>	I	BS/BA	0

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>Performs a variety of engineering tasks which are broad in nature and are concerned with the design and implementation of support facilities and/or equipment.</li> <li>Performs engineering research, design development, and other assignments in conformance with customer specifications.</li> <li>Coordinates the activities of Technicians assigned to specific engineering projects.</li> </ul>
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>Leads a variety of engineering tasks which are broad in nature and are concerned with the design and implementation of support facilities and/or equipment.</li> <li>Supervises team of engineers and technicians through project completion.</li> <li>Plans basic research, design development, and other engineering assignments in conformance with customer specifications.</li> <li>Responsible for conduct of major technical/engineering projects of high complexity.</li> </ul>
						<b>Engineering Support Specialist</b>	I	BS	0	<ul style="list-style-type: none"> <li>Supports conduct of systems and operations analysis.</li> <li>Familiar with techniques and tools of analysis, e.g., modeling and simulation, operations research techniques, functional decomposition, surveys, and business process reengineering.</li> <li>Gathers and organizes information on operating problems and procedures.</li> <li>Implements operational tests and assessments, and maintains functional and operating documentation.</li> </ul>
√	√	√	√	√	√		II	BS	3	<ul style="list-style-type: none"> <li>Performs operational analyses.</li> <li>Develops and implements operational tests and assessments.</li> <li>Develops and maintains functional and operating documentation.</li> <li>Performs assignments that are not completely standardized or prescribed, selects or adapts standard procedures or equipment, using fully applicable precedents, receives initial instructions, equipment requirements, and advice from supervisor or engineer as needed.</li> <li>Operates standard test equipment and records test data; extracts and compiles a variety of engineering data from field notes, manuals, and lab reports.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		III	BS	6	<ul style="list-style-type: none"> <li>Analyzes data, develops information, and assesses available solutions or alternate methods of proceeding.</li> <li>Takes lead role in: constructing components, subunits, or simple models or adapts standard equipment; troubleshooting and correcting malfunctions; following specific layout and scientific diagrams to construct and package simple devices and subunits of equipment; conducting various tests or experiments which may require minor modifications in test setups or procedures; processing data, identifying errors or inconsistencies, selecting methods of data presentation; assisting in design modification by compiling data related to design, specifications, and materials that are pertinent to specific items of equipment or component parts; developing information concerning previous operational failures and modifications, and using judgment and initiative to recognize inconsistencies or gaps in data and seek sources to clarify information.</li> <li>Conducts analysis of systems, operations, and management problems.</li> <li>Provides on-site engineering support in the test, operations and maintenance of complex systems.</li> <li>Recommends design modifications and prepares procedures for test and validation of critical systems.</li> <li>Develops schedules and support documentation for proposed incorporation of system modifications.</li> <li>Formulates procedures and schedules for field operations and maintenance of systems.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		IV	BS	9	<ul style="list-style-type: none"> <li>• Assigns work and provides technical direction to Engineering Systems Specialists.</li> <li>• Directs engineering studies and surveys to develop work modification and installation packages for accomplishment of assigned tasks.</li> <li>• Prepares work packages in accordance with current procedures and provides on-site engineering.</li> <li>• Supervises installation and checkout phases.</li> <li>• Directs on-site engineering as required for system fault isolation and restoration, or test and launch support as directed.</li> <li>• Identifies and analyzes system failures and recommends substitutes, modifications, or design changes to all systems.</li> <li>• Coordinates with clients and trains users to ensure smooth implementation and functional performance of new systems, procedures, or organizations.</li> <li>• Manages design reviews of design modification packages with customer to ensure that specifications and requirements are met before implementation.</li> <li>• Supervises logistic surveys and prepares purchase requests to meet installation material commitments.</li> <li>• Reviews Work Orders/Design Packages from engineering for possible technical problems.</li> <li>• Reviews trouble tickets and trouble log for failure trends and takes appropriate action.</li> <li>• Prepares and issues work authorizing documents to accomplish extensive changes/modifications.</li> <li>• Initiates system design which involves investigation and incorporation of engineering systems.</li> </ul>
√	√	√	√	√	√	<b>Engineering Technician</b>	I	BS/BA	0	<ul style="list-style-type: none"> <li>• Supports the fabrication, installation, modification, and functional check-out of electro-mechanical devices and systems.</li> <li>• Operates test equipment required to evaluate system performance.</li> <li>• Performs both preventive and corrective maintenance tasks.</li> <li>• Records data and obtains measurements for system readiness and acceptance testing.</li> <li>• Maintains activity logs and documentation of all work performed.</li> </ul>



SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√		II	BS	3	<ul style="list-style-type: none"> <li>• Fabricates, installs, modifies, refurbishes, functionally checks, operates, monitors, and maintains electrical, electro-mechanical, or electronic devices and systems.</li> <li>• Evaluates system performance.</li> <li>• Repairs electrical, electronic or mechanical devices, equipment and systems to incorporate specified changes.</li> <li>• Monitors test systems in support of operational launches and/or emergencies.</li> <li>• Validates systems, devices, and equipment and provides direct technical support to customer engineering representatives.</li> <li>• Analyzes measurement data for system readiness and acceptance.</li> <li>• Prepares equipment operational procedures.</li> </ul>
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>• Performs work orders and transmits work assignments and work instructions to those engaged in the fabrication, installation, modification, refurbishment, functional checkout, operation, monitoring, and maintenance of electrical, electro-mechanical and electronic devices and systems.</li> <li>• Directs, participates in, and monitors progress towards completion of the fabrication, installation, modification, refurbishment, operation, or maintenance of various electrical, electro-mechanical, and electronic devices, equipment and systems.</li> <li>• Coordinates activities of technical personnel under his direction with those of supervisory or engineering personnel.</li> <li>• Acts as liaison between customer and contractor personnel.</li> <li>• Provides status of work assignments, identifies problem areas and recommends appropriate solutions.</li> <li>• Operates primary consoles in support of tests and launches.</li> <li>• Consults with engineering personnel, work originators, and supervision to correct on-site problems, modify work plans or recommend alternative procedures.</li> <li>• Assures technical feasibility of prescribed tasks and makes a final survey of responsibility.</li> <li>• Performs independent on-site engineering and critical troubleshooting.</li> </ul>

SIN(s) 871						Labor Category	Level	Educ	Yrs	Responsibilities\Skill Level
1	2	3	4	5	6					
√	√	√	√	√	√	Logistics Engineer	I	AS/TECH	0	<ul style="list-style-type: none"> <li>Supports product workflow by analyzing and developing logistics plans that affect production, distribution, and inventory.</li> <li>Creates procedures for distribution and inventory management to maximize customer satisfaction and minimize cost.</li> </ul>
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>Performs tasking associated with engineering or acquisition projects.</li> <li>Prepares integrated logistic plans, policies and procedures for major systems.</li> <li>Ensures that proper logistic considerations are included in the development processes at each major milestone.</li> <li>Performs analyses to determine system maintainability, reliability and supportability requirements.</li> <li>Develops system maintenance concepts and plans; life-cycle supply requirements; and processes to meet supply requirements.</li> <li>Performs cost analyses associated with systems logistic support and develops and reviews systems acquisition projects' operating plans and procedures to ensure logistic support considerations are included.</li> <li>Performs technical training, configuration management and quality assurance.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>• Supervises logistics support personnel.</li> <li>• Analyzes, recommends approaches, and plans for the delivery of logistics elements in compliance with current Industry and Government practices.</li> <li>• Ensures that proper logistics considerations are included in system development processes at each major milestone.</li> <li>• Prepares integrated plans, policies, and procedures for logistic support.</li> <li>• Performs cost analysis associated with systems logistic support.</li> <li>• Plans and manages cost and schedule of assigned tasks and projects.</li> <li>• Develops, directs, coordinates, and controls technical and administrative activities for one or more logistics, acquisition, training, technical, or engineering programs.</li> <li>• Makes judgments and provides advice on the resolution of technical, schedule, performance, and budgetary problems.</li> <li>• Performs and directs logistics engineering studies and analyses to determine the impact of advanced technology and other matters on supportability or the impact of instructions and directives on logistics.</li> <li>• Performs systems logistics integration and requirements analysis.</li> </ul>
√	√	√	√	√	√	<b>Scientific/ Engineering Professional</b>	I	BS	0	<ul style="list-style-type: none"> <li>• Supports system integration, configuration management, quality assurance testing, or acquisition and resource management.</li> <li>• Evaluates system components related to engineering or functional requirements of operational systems or support systems.</li> <li>• Familiar with commonly-used systems engineering concepts, methods and procedures.</li> <li>• Relies on instructions from supervisor and pre-established procedures and guidelines to perform the job functions.</li> </ul>
√	√	√	√	√	√		II	BS	3	<ul style="list-style-type: none"> <li>• Applies engineering tools to perform system integration, configuration management, quality assurance testing, or acquisition and resource management.</li> <li>• Analyzes, implements, or tests system components related to engineering or functional requirements of operational systems or support systems.</li> <li>• Implements systems engineering concepts, methods and procedures.</li> <li>• Reviews operating procedures to clarify objectives.</li> <li>• Prepares documentation to describe system development, logic, coding, and corrections.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√		III	BS	6	<ul style="list-style-type: none"> <li>Leads the use of advanced methods, theories, and research techniques in the investigation of complex systems design requirements and problems and their solutions.</li> <li>Applies engineering experience to perform system integration, configuration management, quality assurance testing, or acquisition and resource management.</li> <li>Designs and develops system components related to engineering or functional requirements of operational systems or management support systems.</li> <li>Organizes and documents study findings and prepares recommendations for implementation.</li> <li>Analyses the future impacts of systems engineering needs and plans on enterprise goals and objectives.</li> <li>Oversees staff members as they work with users to identify, define and validate system requirements.</li> <li>Supervises system testing and certification.</li> <li>Experienced with and detailed knowledge of systems engineering standards, concepts, and practices.</li> <li>Relies on extensive experience and judgment to plan and accomplish goals.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√		IV	BS	9	<ul style="list-style-type: none"> <li>• Designs and implements advanced methods, theories, and research techniques in the investigation of complex systems design requirements and problems and their solutions.</li> <li>• Applies engineering experience to perform system integration, configuration management, quality assurance testing, or acquisition and resource management.</li> <li>• Analyzes, designs, develops, implements, tests, or evaluates system components related to engineering or functional requirements of operational systems, support systems, or management information systems</li> <li>• Organizes and documents study findings and prepares recommendations for implementation.</li> <li>• Supervises technical teams and staff in performing requirements analysis, requirements verification, integration and test, certification, and formal qualification activities.</li> <li>• Recommends technical solutions to difficult problems.</li> <li>• Provides support in the development of strategies for system-level activities.</li> <li>• Develops future strategies and plans.</li> <li>• Identifies equipment and facility needs required to support test activities.</li> <li>• Directs the analysis of system and subsystem requirements.</li> <li>• Manages integration and test activities.</li> <li>• Reviews and approves requirement verification plans and procedures and makes recommendations in the event that anomalies are identified.</li> <li>• Provides technical oversight of system certification plans and procedures.</li> <li>• Demonstrates thorough understanding of and wide experience with technical principles, theories, and concepts in the field of scientific/systems engineering, and general knowledge of other related disciplines.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√	Subject Matter Expert	I	BS/BA	0	<ul style="list-style-type: none"> <li>Provides specialized scientific and engineering related support required to complete various technical tasks.</li> <li>Provides troubleshooting, integration, research, design, development, testing, modeling, simulation and training on the most complex work requirements.</li> <li>Participates as needed in all phases of engineering and systems development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases.</li> <li>Applies principles, methods, and knowledge of specific functional areas of expertise to specific task order requirements.</li> </ul>
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>Provides advanced specialized scientific, engineering and other functional support required to complete technical tasks.</li> <li>Provides high-level advice, planning, troubleshooting, integration, research, design, development, testing, modeling, simulation and training on the most complex work requirements.</li> <li>Participates as needed in all phases of systems engineering development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases.</li> <li>Applies principles, methods, and knowledge of specific functional areas of expertise to specific task order requirements.</li> <li>Conveys detailed work instructions, equipment requirements, and advice in support engineering operations.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>Provides advanced specialized scientific, engineering and other functional support required to complete high technology projects.</li> <li>Provides enterprise-wide, advisory assistance in the planning, troubleshooting, integration, research, design, development, testing, modeling, simulation and training on the most complex work requirements.</li> <li>Participates as needed in all phases of systems engineering development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases.</li> <li>Applies advanced principles, methods, and knowledge of specific functional areas of expertise to specific task order requirements.</li> <li>Brings inter-organizational perspective and insight in applying technical principles, theories, and concepts in the field of systems engineering and related analytical disciplines.</li> </ul>
√	√	√	√	√	√	<b>Test and Evaluation Engineer</b>	I	BS/BA	0	<ul style="list-style-type: none"> <li>Assists with the physical testing of a prototype and/or first article(s) testing, environmental testing, independent verification and validation, reverse engineering and simulation and modeling.</li> <li>Assist with system safety testing and quality assurance.</li> <li>Provides support for testing of a variety of standard and diversified equipment, products and components for compliance to specifications.</li> <li>Sets up test apparatus and using a variety of measuring devices/instruments.</li> <li>Participates in the definition of tests plans, participates in test planning working groups and aids the execution of the overall T&amp;E Program.</li> <li>Reviews test documentation and supports test execution.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>Provides program test support, analysis and input on large testing projects and leadership on smaller testing or development efforts.</li> <li>Performs testing of a variety of standard and diversified equipment, products and components for compliance to specifications.</li> <li>Provides test planning support, participates in reviews and supports the development of test strategies.</li> <li>Participates in the definition of tests plans and T&amp;E forecast planning, supports test planning working groups and supports the execution of the overall T&amp;E Program.</li> <li>Reviews test documentation, conducts assessments and makes recommendations.</li> </ul>
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>Manages test program from planning through execution and analysis for entire program.</li> <li>Provides senior-level guidance for test planning activities, develops test strategies, creates test plans, identifies simulation activities and performs and documents T&amp;E forecast planning.</li> <li>Also directs test planning working groups and supervises the execution of the overall T&amp;E Program.</li> <li>Develops test documentation, and guides the test execution program through verification planning, execution, and results analysis to insure User Requirements compliance.</li> </ul>
√	√	√	√	√	√	<b>Technical Writer/Editor</b>	I	AS/TECH	0	<ul style="list-style-type: none"> <li>Supports preparation of various types of publications by integrating original writing with inputs from technical and non-technical professionals.</li> <li>Analyzes industry standards and interprets client requirements for documentation.</li> <li>Researches technical information, and rewrites it for clarity and readability.</li> <li>Proofreads and performs editorial reviews on all forms of technical documentation.</li> <li>Maintains version control over documents and supporting graphics.</li> <li>Designs and updates communications programs/plans in support of clients.</li> </ul>



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1	2	3	4	5	6					
√	√	√	√	√	√		II	AS/TECH	3	<ul style="list-style-type: none"> <li>• Prepares various types of publications by integrating original writing with inputs from technical and non-technical professionals.</li> <li>• Analyzes industry standards and interprets client requirements for documentation.</li> <li>• Researches and translates complex technical information, and rewrites it for clarity and readability.</li> <li>• Proofreads and performs editorial reviews on all forms of technical documentation.</li> <li>• Maintains version control over documents and supporting graphics.</li> <li>• Designs and updates communications programs/plans in support of clients.</li> </ul>
√	√	√	√	√	√		III	AS/TECH	6	<ul style="list-style-type: none"> <li>• Writes and/or edits technical documents, including business proposals, reports, manuals, briefings and presentations, guidelines, and other project deliverables to meet contract requirements.</li> <li>• Reviews and edits documents developed by others to ensure accuracy and quality of content, organization, language, format consistency, and conformance with established standards; works with technical staff to develop documentation requirements; develops outlines and drafts for review and approval by technical specialists and project management; and ensures that final documents meet applicable contract requirements and regulations.</li> <li>• Researches and gathers technical and background information for inclusion in project documentation and deliverables.</li> <li>• Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verifies pertinent guidelines and regulations governing project deliverables.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√	Graphics Design Specialist/ Tech Illustrator	I	BS/BA	0	<ul style="list-style-type: none"> <li>Creates graphic materials based on pre-set standards.</li> <li>Supports design of projects from conception to completion.</li> <li>Experienced in desktop layout, image manipulation, and some pre-press preparation.</li> <li>Designs other visuals such as logos, mastheads, and illustrations for articles in technical manuals, health journals, and other publications.</li> <li>Uses desktop publishing, page layout, or typesetting software to design and develop high quality textual and graphic compositions to communicate technical information.</li> </ul>
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>Uses computer based graphics and other media to provide program-wide graphics for studies, reports, analyses and presentations.</li> <li>Possesses specialized skills in Web, multimedia, or video.</li> <li>Designs other visuals such as logos, mastheads, and illustrations for articles in technical manuals, health journals, and other publications.</li> <li>Develops a system for scheduling and tracking requests for graphics/artwork to insure timely and efficient completion of all work products.</li> <li>Uses advanced desktop publishing, page layout, or typesetting software to design and develop high quality textual and graphic compositions to communicate complex technical information.</li> </ul>
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>Leads graphic design and multi-media efforts using computer based tools.</li> <li>Conceptualizes, designs, and develops a wide variety of information materials (technical, promotional, informational), such as forms, labels, brochures, meeting and conference handouts, slides, posters, and other presentation aids.</li> <li>Designs other visuals such as logos, mastheads, and illustrations for articles in technical manuals, health journals, and other publications.</li> <li>Develops a system for scheduling and tracking requests for graphics/artwork to insure timely and efficient completion of all work products.</li> <li>Uses advanced desktop publishing, page layout, or typesetting software to design and develop high quality textual and graphic compositions to communicate complex technical information.</li> </ul>

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1	2	3	4	5	6					
√	√	√	√	√	√	Administrative Assistant	I	HS/GED	0	<ul style="list-style-type: none"> <li>• Maintains a close and highly responsive relationship to the day-to-day activities of the supervisor and staff.</li> <li>• Performs various clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office.</li> </ul>
√	√	√	√	√	√		II	AS/TECH	4	<ul style="list-style-type: none"> <li>• Performs standard secretarial duties (filing, taking phone calls, scheduling appointments, making travel arrangements), as well as provides administrative support to executive staff with office management responsibilities to include budgeting, personnel records and payroll.</li> <li>• Works independently on projects requiring research and preparation of briefing charts and other presentation materials.</li> </ul>
√	√	√	√	√	√	Training Facilitator/Trainer	I	BS/BA	0	<ul style="list-style-type: none"> <li>• Assists with developing and presenting training curricula.</li> <li>• Supports analysis of training alternatives (e.g., central vs. regional, hands-on vs. classroom, train-the-trainer vs. train-the-user) based on audience needs.</li> <li>• Prepare, update, and maintain training materials.</li> </ul>
√	√	√	√	√	√		II	BS/BA	3	<ul style="list-style-type: none"> <li>• Develops curriculum for associated training programs.</li> <li>• Identifies and analyzes training alternatives such as central vs. regional, hands-on vs. classroom, and train-the-trainer vs. train-the-user.</li> <li>• Significant knowledge of the field and the ability to work independently on typical assignments.</li> <li>• Able to present training supported by various types of media.</li> </ul>
√	√	√	√	√	√		III	BS/BA	6	<ul style="list-style-type: none"> <li>• Leads/manages overall training efforts.</li> <li>• Conducts customized training classes.</li> <li>• Develops training plans for selected curricula.</li> <li>• Identifies the resources necessary to implement the plan and ensures that training is conducted in accordance with the plan.</li> <li>• Makes training approach determinations – central vs. regional, hands-on vs. classroom, train-the-trainer vs. train-the-user.</li> <li>• Experience with several architectures and platforms in an integrated environment.</li> </ul>