

**GENERAL SERVICES ADMINISTRATION, FEDERAL SUPPLY 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! a menu-driven database system. The INTERNET address for GSA Advantage! is <http://www.gsaadvantage.gov>.

MULTIPLE AWARD SCHEDULE (MAS)

54151HEAL Health Information Technology Services
54151S Information Technology Professional Services
541611 Management and Financial Consulting, Acquisition and Grants Management Support,
and Business Program and Project Management Services
FPDS Code D399 IT and Telecom – Other IT and Telecommunications

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

**Synectics for Management Decisions, Inc.**

1101 Wilson Boulevard, Suite 1500
Arlington, Virginia 22209
Telephone Number: (703) 528-2772
Fax: (703) 528-2857
<https://www.smdi.com>

Contract Number: GS-35F-0573Y

Contract Period: August 17, 2022 – August 16, 2027

Business Size: Small Business

Authorized to Negotiate and Signature Authority:

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Price List effective through Modification #PS-A847, Refresh #13, dated August 04, 2022.

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CUSTOMER INFORMATION

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN	DESCRIPTION
SIN 54151HEAL	Health Information Technology Services
SIN 54151S	Information Technology Professional Services
SIN 541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN: N/A

(Government net price based on a unit of one)

1c. HOURLY RATES (Services only):

CONTRACTOR AND GOVERNMENT SITE RATES: 54151HEAL

SIN	# of services	Labor Category	August 17, 2022 -August 16, 2023	August 17, 2023 -August 16, 2024	August 17, 2024 -August 16, 2025	August 17, 2025 -August 16, 2026	August 17, 2026 -August 16, 2027
54151HEAL	AF02	Health Business Analyst – Level II	\$129.18	\$131.51	\$133.87	\$136.28	\$138.73
54151HEAL	AF03	Health Business Analyst – Level III	\$130.81	\$133.17	\$135.57	\$138.01	\$140.49
54151HEAL	AJ00	Health Communications Network Manager	\$166.99	\$169.99	\$173.06	\$176.17	\$179.35
54151HEAL	AP01	Health Computer Systems Analyst- Level I	\$104.60	\$106.49	\$108.40	\$110.36	\$112.34
54151HEAL	AP02	Health Computer Systems Analyst – Level II	\$126.10	\$128.36	\$130.67	\$133.02	\$135.42
54151HEAL	AP03	Health Computer Systems Analyst – Level III	\$156.38	\$159.19	\$162.06	\$164.98	\$167.95
54151HEAL	BA00	Health Data Warehouse Programmer	\$168.05	\$171.07	\$174.16	\$177.29	\$180.48
54151HEAL	AX01	Health Database Specialist II	\$109.35	\$111.31	\$113.32	\$115.36	\$117.43
54151HEAL	AV00	Health Database Administrator	\$168.63	\$171.67	\$174.76	\$177.90	\$181.11
54151HEAL	BD01	Health Documentation Specialist	\$87.57	\$89.14	\$90.74	\$92.37	\$94.04

SIN	# of services	Labor Category	August 17, 2022 -August 16, 2023	August 17, 2023 -August 16, 2024	August 17, 2024 -August 16, 2025	August 17, 2025 -August 16, 2026	August 17, 2026 -August 16, 2027
54151HEAL	DF03	Health Technical Writer Editor – Level III	\$130.09	\$132.42	\$134.81	\$137.24	\$139.71
54151HEAL	AI00	Health Business Process Reengineering Specialist Level III	\$143.14	\$145.72	\$148.34	\$151.01	\$153.73
54151HEAL	CP00	Health Project Control Specialist	\$96.96	\$98.70	\$100.47	\$102.28	\$104.12
54151HEAL	CR01	Health Project Manager – Level I	\$166.55	\$169.55	\$172.60	\$175.71	\$178.87
54151HEAL	CR02	Health Project Manager – Level II	\$192.59	\$196.06	\$199.59	\$203.18	\$206.84
54151HEAL	CR03	Health Project Manager – Level III	\$222.85	\$226.86	\$230.94	\$235.10	\$239.34
54151HEAL	CT00	Health Quality Assurance Analyst	\$131.62	\$133.98	\$136.39	\$138.85	\$141.35
54151HEAL	CU00	Health Quality Assurance Manager	\$190.03	\$193.44	\$196.93	\$200.47	\$204.08
54151HEAL	CV00	Health Quality Assurance Specialist	\$126.53	\$128.81	\$131.12	\$133.48	\$135.88
54151HEAL	AO01	Health Computer Security Specialist I	\$141.00	\$143.54	\$146.12	\$148.75	\$151.43
54151HEAL	AA02	Health Computer Security Specialist II	\$162.22	\$165.14	\$168.11	\$171.13	\$174.22
54151HEAL	AO03	Health Computer Security Specialist III	\$172.35	\$175.46	\$178.61	\$181.82	\$185.10
54151HEAL	AB01	Health Applications Engineer Level I	\$129.69	\$132.03	\$134.41	\$136.83	\$139.28
54151HEAL	AB02	Health Applications Engineer Level II	\$175.26	\$178.42	\$181.63	\$184.90	\$188.22
54151HEAL	BK01	Health Functional Analyst Level I	\$99.74	\$101.53	\$103.36	\$105.22	\$107.11
54151HEAL	BK02	Health Functional Analyst Level II	\$129.18	\$131.51	\$133.87	\$136.28	\$138.73
54151HEAL	CZ01	Health Subject Matter Expert – Level I	\$212.33	\$216.15	\$220.04	\$224.00	\$228.03
54151HEAL	CZ02	Health Subject Matter Expert – Level II	\$244.96	\$249.37	\$253.86	\$258.44	\$263.09
54151HEAL	CZ03	Health Subject Matter Expert – Level III	\$277.72	\$282.72	\$287.81	\$292.99	\$298.26

SIN	# of services	Labor Category	August 17, 2022 -August 16, 2023	August 17, 2023 -August 16, 2024	August 17, 2024 -August 16, 2025	August 17, 2025 -August 16, 2026	August 17, 2026 -August 16, 2027
54151HEAL	DA01	Health System Administrator Level I	\$141.85	\$144.40	\$147.00	\$149.65	\$152.34
54151HEAL	DA02	Health System Administrator Level II	\$173.63	\$176.76	\$179.94	\$183.17	\$186.47
54151HEAL	DA03	Health System Administrator Level III	\$191.26	\$194.71	\$198.22	\$201.78	\$205.41
54151HEAL	DB01	Health Systems Architect – Level I	\$202.79	\$206.44	\$210.16	\$213.93	\$217.78
54151HEAL	DB02	Health Systems Architect – Level II	\$220.26	\$224.22	\$228.26	\$232.37	\$236.55
54151HEAL	DM00	Health Web Designer	\$159.55	\$162.42	\$165.34	\$168.31	\$171.35

CONTRACTOR AND GOVERNMENT SITE RATES: 54151S

SIN	# of services	Labor Category	August 17, 2022 -August 16, 2023	August 17, 2023 -August 16, 2024	August 17, 2024 -August 16, 2025	August 17, 2025 -August 16, 2026	August 17, 2026 -August 16, 2027
54151S	1	Business Analyst – Level II	\$103.36	\$105.22	\$107.11	\$109.04	\$111.00
54151S	2	Business Analyst – Level III	\$134.77	\$137.20	\$139.67	\$142.19	\$144.75
54151S	3	Communications Network Manager	\$89.96	\$91.59	\$93.24	\$94.92	\$96.63
54151S	4	Junior Computer Systems Analyst	\$51.28	\$52.21	\$53.15	\$54.11	\$55.08
54151S	5	Computer Systems Analyst	\$76.21	\$77.58	\$78.98	\$80.40	\$81.85
54151S	6	Computer Systems Analyst – Level II	\$104.14	\$106.02	\$107.92	\$109.86	\$111.84
54151S	7	Computer Systems Analyst – Level III	\$110.09	\$112.07	\$114.09	\$116.14	\$118.23
54151S	8	Data Entry Clerk	\$33.26	\$33.85	\$34.46	\$35.08	\$35.72
54151S	9	Data Warehouse Programmer	\$169.90	\$172.97	\$176.08	\$179.25	\$182.48
54151S	10	Database Specialist II	\$113.66	\$115.71	\$117.79	\$119.91	\$122.07
54151S	11	Database Specialist III	\$138.26	\$140.75	\$143.27	\$145.85	\$148.48

SIN	# of services	Labor Category	August 17, 2022 -August 16, 2023	August 17, 2023 -August 16, 2024	August 17, 2024 -August 16, 2025	August 17, 2025 -August 16, 2026	August 17, 2026 -August 16, 2027
54151S	12	Database Administrator	\$172.69	\$175.80	\$178.96	\$182.19	\$185.46
54151S	13	Document Support Specialist – Level I	\$81.08	\$82.54	\$84.02	\$85.53	\$87.07
54151S	14	Document Specialist	\$173.97	\$177.11	\$180.29	\$183.54	\$186.84
54151S	15	Documentation Specialist	\$51.68	\$52.60	\$53.55	\$54.52	\$55.50
54151S	16	Editor	\$123.68	\$125.90	\$128.17	\$130.48	\$132.83
54151S	17	Helpdesk Analyst II	\$75.88	\$77.25	\$78.64	\$80.05	\$81.49
54151S	18	Information Engineer – Level II	\$130.48	\$132.83	\$135.21	\$137.65	\$140.13
54151S	19	Principal BPR Specialist	\$159.72	\$162.59	\$165.51	\$168.49	\$171.53
54151S	20	Principal Engineer II	\$105.80	\$107.71	\$109.64	\$111.62	\$113.62
54151S	21	Principal Engineer III	\$135.81	\$138.26	\$140.75	\$143.27	\$145.85
54151S	22	Principal Engineer IV	\$160.96	\$163.86	\$166.81	\$169.81	\$172.87
54151S	23	Principal Information Engineer	\$175.68	\$178.84	\$182.07	\$185.34	\$188.68
54151S	24	Principal Research Specialist	\$283.19	\$288.29	\$293.48	\$298.76	\$304.14
54151S	25	Project Control Specialist	\$73.23	\$74.55	\$75.89	\$77.26	\$78.65
54151S	26	Project Manager	\$168.75	\$171.78	\$174.87	\$178.02	\$181.22
54151S	27	Project Director	\$188.63	\$192.03	\$195.49	\$199.00	\$202.59
54151S	28	Quality Assurance Analyst	\$60.90	\$61.99	\$63.11	\$64.25	\$65.41
54151S	29	Quality Assurance Manager	\$104.31	\$106.19	\$108.10	\$110.05	\$112.03
54151S	30	Quality Control Manager	\$137.38	\$139.85	\$142.37	\$144.93	\$147.54
54151S	31	Senior Computer Security Systems Specialist	\$98.03	\$99.79	\$101.58	\$103.41	\$105.27
54151S	32	Security Specialist II	\$128.98	\$131.29	\$133.66	\$136.07	\$138.52
54151S	33	Applications Engineer	\$102.32	\$104.16	\$106.04	\$107.94	\$109.88
54151S	34	Senior Applications Engineer	\$123.27	\$125.49	\$127.75	\$130.05	\$132.38

SIN	# of services	Labor Category	August 17, 2022 -August 16, 2023	August 17, 2023 -August 16, 2024	August 17, 2024 -August 16, 2025	August 17, 2025 -August 16, 2026	August 17, 2026 -August 16, 2027
54151S	35	Senior BPR Specialist	\$105.02	\$106.91	\$108.84	\$110.79	\$112.79
54151S	36	Senior Data Analyst	\$173.50	\$176.62	\$179.81	\$183.04	\$186.34
54151S	37	Senior Expert	\$142.36	\$144.92	\$147.53	\$150.19	\$152.89
54151S	38	Senior Functional Analyst	\$95.49	\$97.21	\$98.96	\$100.75	\$102.56
54151S	39	Senior Systems Analyst	\$115.43	\$117.50	\$119.62	\$121.77	\$123.97
54151S	40	Subject Matter Expert I	\$162.92	\$165.85	\$168.84	\$171.88	\$174.97
54151S	41	Subject Matter Expert II	\$200.60	\$204.21	\$207.89	\$211.63	\$215.44
54151S	42	Subject Matter Expert III	\$254.86	\$259.45	\$264.12	\$268.88	\$273.71
54151S	43	Principal SME	\$291.71	\$296.96	\$302.31	\$307.75	\$313.29
54151S	44	System Administrator I	\$102.99	\$104.85	\$106.73	\$108.65	\$110.61
54151S	45	System Administrator II	\$116.31	\$118.41	\$120.54	\$122.71	\$124.92
54151S	46	System Administrator III	\$148.16	\$150.83	\$153.54	\$156.30	\$159.11
54151S	47	System Administrator IV	\$169.94	\$173.01	\$176.12	\$179.29	\$182.52
54151S	48	Principal Systems Architect	\$169.97	\$173.04	\$176.15	\$179.32	\$182.55
54151S	49	Systems Architect – Level II	\$227.37	\$231.46	\$235.62	\$239.86	\$244.18
54151S	50	Web Development	\$158.07	\$160.91	\$163.80	\$166.75	\$169.75

CONTRACTOR AND GOVERNMENT SITE RATES: 541611

SIN	# of services	Labor Category	March 25, 2021 –March 24, 2022	March 25, 2022 –March 24, 2023	March 25, 2023 –March 24, 2024	March 25, 2024 –March 24, 2025	March 25, 2025 – March 24, 2026
541611	51	Project Director	\$197.55	\$201.70	\$205.93	\$210.26	\$214.67
541611	52	Task Manager	\$165.14	\$168.60	\$172.14	\$175.76	\$179.45

SIN	# of services	Labor Category	March 25, 2021 – March 24, 2022	March 25, 2022 – March 24, 2023	March 25, 2023 – March 24, 2024	March 25, 2024 – March 24, 2025	March 25, 2025 – March 24, 2026
541611	53	Senior Mathematical Statistician	\$271.54	\$277.24	\$283.06	\$289.01	\$295.07
541611	54	Mathematical Statistician	\$192.16	\$196.20	\$200.32	\$204.53	\$208.83
541611	55	Senior Survey Statistician	\$176.00	\$179.70	\$183.48	\$187.32	\$191.25
541611	56	Survey Statistician	\$98.76	\$100.84	\$102.95	\$105.12	\$107.32
541611	57	Principal Business Process Reengineering Specialist	\$176.01	\$179.71	\$183.49	\$187.34	\$191.26
541611	58	Senior Business Process Reengineering Specialist	\$115.78	\$118.21	\$120.69	\$123.22	\$125.81
541611	59	Senior Statistical Programmer	\$175.02	\$178.70	\$182.45	\$186.28	\$190.19
541611	60	Statistical Programmer	\$142.22	\$145.20	\$148.25	\$151.37	\$154.54
541611	61	Junior Programmer	\$93.29	\$95.24	\$97.25	\$99.29	\$101.38
541611	62	Senior Systems Analyst	\$153.69	\$156.92	\$160.21	\$163.58	\$167.01
541611	63	Senior Marketing Specialist	\$287.30	\$293.34	\$299.50	\$305.78	\$312.20
541611	64	Senior Cost Analyst	\$164.23	\$167.68	\$171.19	\$174.79	\$178.46
541611	65	Senior Research Analyst	\$147.98	\$151.08	\$154.26	\$157.50	\$160.81
541611	66	Program Analyst	\$138.24	\$141.14	\$144.10	\$147.12	\$150.22
541611	67	Management Analyst	\$114.94	\$117.36	\$119.83	\$122.35	\$124.92
541611	68	Research Assistant	\$86.96	\$88.79	\$90.65	\$92.55	\$94.50
541611	69	Editor	\$95.69	\$97.69	\$99.75	\$101.84	\$103.98
541611	70	Administrative Assistant	\$72.02	\$73.53	\$75.07	\$76.64	\$78.26
541611	71	Survey Interviewer	\$57.33	\$58.53	\$59.76	\$61.02	\$62.30
541611	72	Clerical	\$50.07	\$51.11	\$52.19	\$53.29	\$54.41

- 2. MAXIMUM ORDER*:** The maximum task order limit is \$500,000.00 for SINs 54151S and 54151HEAL, \$1,000,000.00 for SIN 541611, and \$100,000.00 for SIN OLM.

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. **MINIMUM ORDER:** \$100.00
4. **GEOGRAPHIC COVERAGE:** Determined by Task Order
5. **POINT(S) OF PRODUCTION:** N/A
6. **DISCOUNT FROM LIST PRICES:** *GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.*
7. **QUANTITY DISCOUNT(S):** 0
8. **PROMPT PAYMENT TERMS:** 30
9. **FOREIGN ITEMS:** None
- 10a. **TIME OF DELIVERY:** As per the RFQ requirement
- 10b. **EXPEDITED DELIVERY:** Items available for expedited delivery are noted in this price list.
- 10c. **OVERNIGHT AND 2-DAY DELIVERY:** Overnight and 2-day delivery are available. Contact the Contractor for rates.
- 10d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor's representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.
11. **FOB POINT:** FOB Destination
- 12a. **ORDERING ADDRESS:** Synectics for Management Decisions, Inc.
1101 Wilson Boulevard, Suite 1500
Arlington, VA 22209
Telephone Number: 703-528-2772
- 12b. **ORDERING PROCEDURES:** Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or 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).

- 13. **PAYMENT ADDRESS:** Synectics for Management Decisions, Inc.
1101 Wilson Boulevard, Suite 1500
Arlington, VA 22209
Telephone Number: 703-528-2772
- 14. **WARRANTY PROVISION:** None
- 15. **EXPORT PACKING CHARGES:** NA
- 16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** N/A
- 17. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A
- 18a. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A
- 18b. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A
- 19. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A
- 20. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A
- 21. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A
- 22a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS):** N/A
- 22b. **SECTION 508 COMPLIANCE FOR ELECTRONIC AND INFORMATION TECHNOLOGY (EIT):** N/A
- 23. **UNIQUE IDENTIFIER (UEI) NUMBER:** VNMWLBY2K1E5
- 24. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Contractor has an Active Registration in the SAM database.

**54151HEAL HEALTH INFORMATION TECHNOLOGY SERVICES SIN LABOR
CATEGORY DESCRIPTIONS, EDUCATION, & EXPERIENCE REQUIREMENTS**

AF02 Health Business Analyst – Level II

Assist in applying common best practices for the health industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations.

Educational Responsibility: 5-7 years of direct relevant experience analyzing business and Health IT needs, federal government clients preferred.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AF03 Health Business Analyst – Level III

Assist in applying common best practices for the health industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations. Identify information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Support the development of functional area strategies for enhanced IT.

Educational Responsibility: 7-9 years of direct relevant experience analyzing business and Health IT needs, federal government clients preferred.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AJ00 Health Communications Network Manager

Evaluate health communication hardware and software, troubleshoot local-, metropolitan-, and wide-area networks (LAN/MAN/WAN) and other network related problems; provide technical expertise for performance and configuration of networks. Perform general LAN/MAN/WAN administration; provide technical leadership in the integration and test of complex large-scale health computer integrated networks. Schedule conversions and cutovers. Oversee network control center. Supervise maintenance of systems. Coordinate with all responsible users and sites. Supervise staff.

Educational Responsibility: 7 years of experience in communication network planning, installation, and support preferably for health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AP01 Health Computer Systems Analyst- Level I

Evaluate health communication hardware and software, troubleshoot local-, metropolitan-, and wide-area networks (LAN/MAN/WAN) and other network related problems.

Educational Responsibility: This is an entry-level position and requires no experience, but health related preferred.

Minimum/General Experience and Years of Experience: High School Diploma

AP02 Health Computer Systems Analyst – Level II

Evaluate health communication hardware and software, troubleshoot local-, metropolitan-, and wide-area networks (LAN/MAN/WAN) and other network related problems; provide technical expertise for performance and configuration of networks. Perform general LAN/MAN/WAN administration; provide technical leadership in the integration and test of complex large-scale health computer integrated networks.

Educational Responsibility: 5-7 years of related experience analyzing and developing computer solutions preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AP03 Health Computer Systems Analyst – Level III

Evaluate health communication hardware and software, troubleshoot local-, metropolitan-, and wide-area networks (LAN/MAN/WAN) and other network related problems; provide technical expertise for performance and configuration of networks. Perform general LAN/MAN/WAN administration; provide technical leadership in the integration and test of complex large-scale health computer integrated networks. Schedule conversions and cutovers. Oversee network control center. Supervise maintenance of systems. Coordinate with all responsible users and sites. Supervise staff.

Educational Responsibility: 7-9 years of related experience analyzing and developing computer solutions preferably in support of health-related federal government

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience

BA00 Health Data Warehouse Programmer

Provide health related product support and maintenance of the data warehouse. Perform health related data warehouse design and construction. Prepare/implement data verification and testing methods for the data warehouse.

Educational Responsibility: 8-10 years of related experience in a data warehouse environment preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AX01 Health Database Specialist II

Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific health user application. Commensurate experience and education.

Educational Responsibility: 3 years of related experience as a database specialist preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AV00 Health Database Administrator

Analyze health database requirements of assigned projects. Analyze and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Apply knowledge of database management systems to coordinate maintenance and changes to databases. Test and implement changes or new database designs. Write logical and physical database descriptions, including location, space, access method, and security requirements. Provide direction to programmers and analysts as required to affect changes to database management systems. Provide answers to database questions. Knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.

Educational Responsibility: 10-12 years of related experience administering databases preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

BD01 Health Documentation Specialist

Edit, type, and prepare memoranda of a technical and/or managerial nature. Maintain logs relating to work in progress, meetings, etc. Prepare specialized communications, maintain logs on communications sent and received, arrange and log special shipments of records. Documentation will often involve flow diagrams, configuration drawings, functional systems

flow diagrams, graphics, etc. Knowledge of the use of word processing software for health IT related work. Commensurate experience and education.

Educational Responsibility: 1 year of related experience preparing technical documentation preferably in support of health related federal government contracts. Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

DF03 Health Technical Writer Editor – Level III

Write and/or edit technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract health requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract health related requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Educational Responsibility: 5-7 years of experience in professional editing for health related Federal publications relating to special studies and/or processes associated with computer applications.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AI00 Health Business Process Reengineering Specialist Level III

Analyze health networks and computer communications hardware characteristics and recommends equipment procurement, removals, and modifications. Add, delete, and modify, as required, host, terminal, and network devices. Assist and coordinate with communications network specialists in the area of communication software. Analyze and implement communications standards and protocols according to site requirements.

Educational Responsibility: 5 years of related experience providing information technology solutions preferably in support of federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CP00 Health Project Control Specialist

Perform health financial management and administrative activities, such as budgeting, manpower and resource planning and financial reporting.

Educational Responsibility: 1-4 years of health-related experience performing financial and administrative duties preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CR01 Health Project Manager – Level I

Manage health financial management and administrative activities, such as budgeting, manpower and resource planning and financial reporting. Perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions.

Educational Responsibility: 5-10 years of related experience managing information technology work efforts in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CR02 Health Project Manager – Level II

Direct all health financial management and administrative activities, such as budgeting, manpower and resource planning and financial reporting. Perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions.

Educational Responsibility: 10-12 years of related experience managing information technology work efforts in support of federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CR03 Health Project Manager – Level III

Direct all health financial management and administrative activities, such as budgeting, manpower and resource planning and financial reporting. Perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions. Develop work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provide daily supervision and direction to staff.

Educational Responsibility: 12-15 years of related experience managing information technology work efforts in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

CT00 Health Quality Assurance Analyst

Provides technical and administrative direction for personnel performing health software development tasks, including the review of work products for correctness, adherence to the design concept and user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major Health systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

Educational Responsibility: 3 years of related experience with information technology quality programs preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CU00 Health Quality Assurance Manager

Establish and maintain a process for evaluating health software and associated documentation. Determine the resources required for quality control. Maintain the level of quality throughout the health software life cycle. Conduct formal and informal reviews at pre-determined points throughout the development life cycle. Provide daily supervision and direction to support staff.

Educational Responsibility: 5-7 years of related experience with information technology quality programs preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CV00 Health Quality Assurance Specialist

Develop and implement quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large health computer-based organizations. Develop and define major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual task order. Establish and maintain a process for evaluating hardware, software, and associated documentation and/or assist in the evaluation. Conduct and/or participate in formal and informal reviews at pre-determined points throughout the development life cycle.

Educational Responsibility: 4 years of related experience with information technology quality programs preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AO01 Health Computer Security Specialist I

Analyze and defines health IT security requirements for Multilevel Security (MLS) issues. Design, develop, engineer, and implement solutions to MLS requirements. Gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses which also includes risk assessment.

Educational Responsibility: 2-4 years of related experience with information technology security efforts preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AA02 Health Computer Security Specialist II

Provide administrative support specifically dedicated to the requirements of the health project team. Perform a wide range of clerical and administrative duties including, for example, typing, filing, tracking of time records, word processing, dictation, and composition of correspondence. Commensurate experience and education.

Educational Responsibility: 5 years of related experience with information technology security efforts preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AO03 Health Computer Security Specialist III

Design, develop, engineer, and implement solutions to MLS requirements. Perform complex risk analyses which also include risk assessment. Establish and satisfy information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Support customers at the highest levels in the development and implementation of doctrine and policies. Apply know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized health IT security features and procedures. Perform analysis, design, and development of security features for system architectures.

Educational Responsibility: 5-7 years of related experience with information technology security efforts preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AB01 Health Applications Engineer Level I

Analyze functional health business applications and design specifications for functional activities. Translate detailed design into application systems. Test, debug, and refine

applications to produce the required product. Prepare required documentation, including both program-level and user-level documentation. Enhance applications to improve performance and add functionality. Provide technical direction to engineers to ensure program deadlines are met.

Educational Responsibility: 5 years of related experience analyzing information technology systems preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

AB02 Health Applications Engineer Level II

Analyze and study complex system requirements. Design health software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimate software development costs and schedule. Review existing programs and assist in making refinements, reducing operating time, and improving current techniques. Supervise software configuration management.

Educational Responsibility: 7 years of related experience analyzing information technology systems preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience or equivalent experience.

BK01 Health Functional Analyst Level I

Analyze user needs to determine functional and cross-functional health requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task.

Educational Responsibility: 2 years of related experience analyzing user information technology needs preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Associates Degree equivalent experience

BK02 Health Functional Analyst Level II

Analyze user needs to determine functional and cross-functional health requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Provide daily supervision and direction to support staff.

Educational Responsibility: 5 years of related experience analyzing user information technology needs preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CZ01 Health Subject Matter Expert – Level I

Provide technical knowledge and analysis of highly specialized health applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply 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. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Educational Responsibility: 7 years of related experience analyzing computer system processes preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CZ02 Health Subject Matter Expert – Level II

Analyze user needs to determine functional health requirements and define problems and develop plans and requirements in the subject matter area for moderately complex to complex systems related to information systems architecture, networking; telecommunications, automation, communications protocols, risk management/electronic analysis, software, lifecycle management, software development methodologies, and modeling and simulation. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Possess requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field for an actual task order. Demonstrate exceptional oral and written communication skills. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Educational Responsibility 9-11 years of related experience analyzing computer system processes preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

CZ03 Health Subject Matter Expert – Level III

Analyze user needs to determine functional health requirements and define problems and develop plans and requirements in the subject matter area for moderately complex to complex systems related to information systems architecture, networking; telecommunications, automation, communications protocols, risk management/electronic analysis, software, lifecycle management, software development methodologies, and modeling and simulation. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Possess requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field for an actual task order. Demonstrate exceptional oral and written communication skills. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Educational Responsibility: 12-14 years of related experience analyzing computer system processes preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

DA01 Health System Administrator Level I

Assist with the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based that are health IT related. Assist with the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems. Commensurate experience and education.

Educational Responsibility: 2-4 years of related experience with computer systems or network operations preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

DA02 Health System Administrator Level II

Perform the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based that are health IT related. Perform the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems. Commensurate experience and education.

Educational Responsibility: 4-6 years of related experience with computer systems or network operations preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

DA03 Health System Administrator Level III

Supervise and manage the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based that are health IT related. Plan and monitor the optimizing of system operation and resource utilization, and perform systems capacity analysis and planning. Plan and monitor assistance to users in accessing and using business systems. Commensurate experience and education.

Educational Responsibility: 6-8 years of related experience with computer systems or network operations preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

DB01 Health Systems Architect – Level I

Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems for health. Design architecture to include J.2-18 the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and ISO reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of information management solution of the application platform, across the Application Program Interface (API), and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action.

Educational Responsibility: 10 years of related experience with computer system architecture preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

DB02 Health Systems Architect – Level II

Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems for health. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference models, and profiles of standards - such as IEEE OSE reference model - as they apply to the implementation and specification of

information management solution of the application platform, across the API, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.

Educational Responsibility: 15+ years of related experience with computer system architecture preferably in support of health related federal government contracts.

Minimum/General Experience and Years of Experience: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

DM00 Health Web Designer

Provide support in upgrading, maintaining and creating content for Agency web-site under the guidance of Web Project Manager for health-related work. Provide day-to-day site design and creation. Experience in web design and development using HTML and Java is required. Provide on-the-job training for the development, maintenance, and updating of Web pages. Must have good communication skills and the ability to work with all levels of management and technical personnel. Must possess a working knowledge of browsers, editors, graphic design software (e.g., PhotoShop, Illustrator). Experience with animation software and image optimization is desirable.

**54151S INFORMATION TECHNOLOGY PROFESSIONAL SERVICES SIN LABOR
CATEGORY DESCRIPTIONS, EDUCATION, & EXPERIENCE REQUIREMENTS**

1. Business Analyst – Level II

Applies common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assesses operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Addresses Human Resources, Finance, Supply, and operations areas. Identifies IT inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals.

Minimum/General Experience: 5-7 years of direct relevant experience analyzing business and IT needs, federal government clients preferred.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree can substitute for 2 years of experience.

2. Business Analyst – Level III

Applies common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assesses operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Addresses Human Resources, Finance, Supply, and operations areas. Identifies IT inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals.

Minimum/General Experience: 7-9 years of direct relevant experience analyzing business and IT needs, federal government clients preferred.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

3. Communications Network Manager

Functional Responsibility: Evaluates communication hardware and software, troubleshoots LAN/MAN/WAN and other network related problems, and provides technical expertise for performance and configuration of networks. Performs general LAN/MAN/WAN administration, provides technical leadership in the integration and testing of complex large-scale computer integrated networks. Schedules conversions and cutovers. Oversees network control center. Supervises maintenance of systems. Coordinates with all responsible users and sites. Supervises staff.

Minimum/General Experience: 7 years of experience in communication network planning, installation, and support preferably for federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

4. Junior Computer Systems Analyst

Functional Responsibility: Analyzes information requirements. Evaluates analytically and systematically problems of workflows, organization, and planning and assists Senior Computer Systems Analyst and Computer Systems Analyst develop appropriate corrective action. Helps develop plans for automated information systems from project inception to conclusion. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under the supervision of a Senior Computer Systems Analyst or a Computer Systems Analyst coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

Minimum/General Experience: This is an entry-level position and requires no specific experience.

Minimum Education: High School Diploma.

5. Computer Systems Analyst

Functional Responsibility: Analyzes and develops computer software possessing a wide range of capabilities, including engineering, business, and records management functions. Analyzes user interfaces, maintains hardware and software performance tuning, analyzes workload and computer usage, maintain interfaces with outside systems, analyze downtimes, and analyzes proposed system modifications, upgrades and new COTS. Defines the problem, and develops system requirements and program specifications.

Minimum/General Experience: 5 years experience with increasing responsibilities in information systems design and management preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

6. Computer Systems Analyst – Level II

Functional Responsibility: Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for automated information systems from project inception to conclusion.

Analyzes user interfaces, maintains hardware and software performance tuning, analyzes workload and computer usage, maintains interfaces with outside systems, analyzes downtimes, and analyzes proposed system modifications, upgrades and new COTS. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

Minimum/General Experience: 5-7 years of related experience analyzing and developing computer solutions preferably in support of federal government contracts.

7. Computer Systems Analyst – Level III

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Minimum/General Experience: 7-9 years of related experience analyzing and developing computer solutions preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

8. Data Entry Clerk

Functional Responsibility: Performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar device. Verifies data entered, where applicable.

Minimum/General Experience: 1 year experience in data entry and verification.

Minimum Education: High School Diploma

9. Data Warehouse Programmer

Functional Responsibility: Provides sound understanding of Business Intelligence (BI) best practices, relational structures, dimensional data modeling, structured query language (SQL) skills, data warehouse and reporting techniques. Focused experience in all phases of the

System Development Life Cycle (SDLC) with a strong background in data warehousing, business intelligence, and IT solutions preferably for government applications. Has BI design and architecture experience, with hands-on experience in developing BI reports. Strong focus on ETL and BI tools, and database technologies.

Minimum/General Experience: 8-10 years of related experience in a data warehouse environment preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

10. Database Specialist II

Functional Responsibility: Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application.

Minimum/General Experience: 3 years of related experience as a database specialist preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

11. Database Specialist III

Functional Responsibility: Data modeling and design of client server and n-tier architecture systems, database performance tuning, configuration management, telecommunication requirements, analysis and implementation of commercial RDBMS packages and application servers, implementation of policies and procedures pertaining to database management, security maintenance and utilization.

Minimum/General Experience: 5-7 years of related experience as a database specialist preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

12. Database Administrator

Functional Responsibility: Analyzes database requirements of assigned projects. Analyzes and determines information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Applies knowledge of database management systems to coordinate maintenance and changes to databases. Tests and implements changes or new database designs. Writes logical and physical database descriptions, including location, space, access method, and

security requirements. Provides direction to programmers and analysts as required to effect changes to database management systems. Provides answers to database questions. Knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.

Minimum/General Experience: 10-12 years of related experience administering databases preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

13. Document Support Specialist – Level I

Functional Responsibility: Edits, types, and prepares technical and/or managerial memoranda. Maintains logs relating to work in progress and meetings in support of computer system projects. Prepares specialized communications, maintains logs on communications sent and received, arranges and logs special shipments of records and/or computer hardware/software. Documentation will often involve flow diagrams, configuration drawings, functional specifications for technical solutions, and computer graphics. Knowledge of word processing and diagramming software.

Minimum/General Experience: 3-5 years of related experience preparing technology-related documentation preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

14. Document Specialist

Functional Responsibility: Analyzes document requirements for computer systems following accepted industry practices. Creates system artifacts to support project management, maturity model, quality assurance, and/or IT system security standards. Coordinates with management, system developers,

computer technicians, customers, and/or process specialists on content, approach, and document creation. Analyzes industry technology trends and presents approaches best suited for individual computer systems and customers.

Minimum/General Experience: 13-15 years of experience documenting information technology computer systems preferably in support of federal government contracts

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

15. Documentation Specialist

Functional Responsibility: Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

Minimum/General Experience: 1 year of related experience preparing technical documentation preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience.

16. Editor

Functional Responsibility: Responsible for checking technical reports for accuracy, grammar, and punctuation as well as reviewing for clarity of presentation and consistency with system development life cycle formatting guidelines. Prepares, rewrites, and edits copy to improve readability. Conducts usability assessments on web-based computer systems. Verifies facts, dates, and statistics, using standard reference sources, vendor white papers, and other technical publications. Cites and references other relevant published work on which the submitted work is based.

Minimum/General Experience: 13-15 years of experience in professional editing for Federal publications relating to special studies and/or processes associated with computer applications.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

17. Helpdesk Analyst II

Functional Responsibility: Provides tier 1 and 2 support for basic incident resolution and requests reported to the client service desk. Documents procedures, produces reports, and provides technical assistance to computer operations staff.

Minimum/General Experience: 5-7 years of experience problem solving preferably in support of federal government contracts.

Minimum Education: High school diploma

18. Information Engineer – Level II

Functional Responsibility: 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. Develops analytical and computational techniques and methodologies for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, and business and analysis.

Minimum/General Experience: 4 years of direct relevant experience providing solutions to computer problems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

19. Principal BPR Specialist

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

Minimum/General Experience: 8 years of related experience reviewing and recommending business processes for computer systems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

20. Principal Engineer II

Functional Responsibility: Solves highly complex major computer connectivity, interface, and/or operational problems, and provides guidance, recommendations, and technical direction to one or more professional and/or technical persons on an assigned IT systems project. Normally works closely with clients, and will also consult with non-technical people such as computer system users as required.

Minimum/General Experience: 3-5 years of related experience providing solutions to computer problems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

21. Principal Engineer III

Functional Responsibility: Solves highly complex major computer connectivity, interface, and/or operational problems, and provides guidance, recommendations and technical direction to one or more professional and/or technical persons on an assigned IT systems project. Normally works closely with clients, and will also consult with non-technical people such as

computer system users as required. Explains technical alternatives, approaches, and solutions to system sponsors.

Minimum/General Experience: 5-8 years of related experience providing solutions to computer problems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

22. Principal Engineer IV

Functional Responsibility: Solves highly complex major computer connectivity, interface, and/or operational problems, and provides guidance, recommendations, and technical direction to one or more professional and/or technical persons on an assigned IT systems project. Normally works closely with clients, and will also consult with non-technical people such as computer system users as required. Explains technical alternatives, approaches, and solutions to system sponsors. Supports client-based computer system architectures and enforces architectural guidelines within the project.

Minimum/General Experience: 10-12 years of related experience providing solutions to computer problems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

23. Principal Information Engineer

Functional Responsibility: 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. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, and business analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Has experience with process modeling and data modeling. Provides technical guidance in software engineering techniques and automated support tools.

Minimum/General Experience: 10 years of related experience providing solutions to computer problems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

24. Principal Research Specialist

Functional Responsibility: Conducts specific studies in the client's area of specialization to inform and support planned system development activities. Establishes system information requirements using the results of such studies in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and/or communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the applicable government and industry standards for open systems architectures, and the external environment/software applications. Oversees and evaluates the work of personnel involved in the development and implementation of resulting strategic agency systems.

Minimum/General Experience: 10 years of related experience in one or more areas essential to the client's program preferably in support of federal government contracts.

Minimum Education: The position requires an advanced academic degree (Masters or Doctorate) from an accredited college or university in the specific discipline required.

25. Project Control Specialist

Functional Responsibility: Directs all financial management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommend solutions. Develops work breakdown structures; prepares charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

Minimum/General Experience: 4 years of related experience performing financial and administrative duties preferably in support of federal government contracts.

26. Project Manager

Functional Responsibility: Serves as the project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and will assist the Program Manager in working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), government management personnel, and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise-wide horizontal integration planning and interfaces to other functional systems.

Minimum/General Experience: 12 years of related experience managing information technology work efforts in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

27. Project Director

Functional Responsibility: Responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related information technology project tasks that often require managing teams of contractor personnel at multiple locations. Provide overall direction of program activities including application programming, data center operations, computer network, database administration, computer system help desk, and/or IT security services. Manage and maintain contractor interfaces with senior levels of customer's organization. Consult with customer and contractor personnel to formulate and review technology task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Manage IT project teams and ensure quality, timeliness, and efficiency of all products and activities generated under agency projects. Publications in recognized journals or similar demonstration of mission support expertise preferred.

Minimum/General Experience: 15+ years of direct relevant experience in information technology contracts for military or civilian government agencies

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

28. Quality Assurance Analyst

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

Minimum/General Experience: 3 years of related experience with information technology quality programs preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

29. Quality Assurance Manager

Functional Responsibility: Establishes and maintains a process for evaluating software and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

Minimum/General Experience: 4 years of related experience with information technology quality programs preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

30. Quality Control Manager

Functional Responsibility: Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer-based organization. Provides technical and administrative direction for personnel performing software development tasks. Supports product quality control and inspection, order documentation, quality management system requirements, ERP system, and all post production policies and procedures.

Minimum/General Requirements: 11-13 years of quality assurance and quality control experience preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

31. Senior Computer Security Systems Specialist

Functional Responsibility: Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Responsible for the implementation and development of the MLS. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses which also includes risk assessment. Provides daily supervision and direction to staff.

Minimum/General Experience: 5 years of related experience with information technology security efforts preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

32. Security Specialist II

Functional Responsibility: Analyzes data security requirements. Performs risk analysis and assessment, and makes recommendations. Integrates, develops, and implements data security measures. Solves highly complex major technical problems and provides guidance and recommendations. May provide technical direction to one or more professional and/or technical persons on an assigned project. Normally works closely with clients and project manager.

Minimum/General Experience: 2-4 years of related experience with information technology security efforts preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

33. Applications Engineer

Functional Responsibility: Analyzes functional business applications and design specifications for functional activities. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Minimum/General Experience: 5 years of related experience analyzing information technology systems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

34. Senior Applications Engineer

Functional Responsibility: Analyzes and studies complex system requirements.

Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other accepted design techniques. Estimates software development costs and schedules. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

Minimum/General Experience: 7 years of related experience analyzing information technology systems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

35. **Sr. Business Processing Specialist**

Functional Responsibility: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. May be under the supervision and direction of a Principal Business Process Reengineering Specialist or may work independently.

Minimum/General Experience: 5 years of related experience providing information technology solutions preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

36. **Senior Data Analyst**

Functional Responsibility: Defines key business problems to be solved; formulates mathematical approaches and gathers data to solve those problems develops and analyzes/draws conclusions and presents to client. Enhances performance by applying advanced mathematical modeling, simulation, data analytics and optimization techniques. Manages, directs, and supervises functional experts such as economic and healthcare researchers, contracted program/project evaluators, and strategic planning staff in different settings. Provides expertise and guidance to Federal agency staff and state agencies in improving data quality and methodologies for data collection, reporting, and analysis. Provides leadership in national workgroups involving the development and public reporting of various outcome measures. Provides high-level expertise in applicable mission support areas to collect, abstract, code, analyze, or interpret mission specific data contained within information systems and databases related to the Agency's mission goals.

Minimum/General Experience: 15+ years of related experience analyzing data requirements for computer systems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

37. **Senior Expert**

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with relevant and appropriate standards as they apply to the application platform, the application program interface, and the external environment/software application. Analytically and

systematically evaluates problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum/General Experience: 10 years of related experience developing requirements and providing solutions for computer systems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

38. Senior Functional Analyst

Functional Responsibility: Analyzes user needs to determine functional and cross- functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

Minimum/General Experience: 8 years of related experience analyzing user information technology needs preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

39. Senior Systems Analyst

Functional Responsibility: Develops, in conjunction with functional users, system alternative solutions. Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for automated information systems from project inception to conclusion. Analyzes user interfaces, maintains hardware and software performance tuning, analyzes workload and computer usage, maintains interfaces with outside systems, analyzes downtimes, and analyzes proposed system modifications, upgrades, and new COTS. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Provides daily supervision and direction to assigned support staff.

Minimum/General Experience: 7 years of related experience analyzing information technology solutions for users preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

40. Subject Matter Expert I

Functional Responsibility: Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply 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. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Minimum/General Experience: 7 years of related experience analyzing computer system processes preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

41. Subject Matter Expert II

Functional Responsibility: Analyze user needs to determine functional requirements and define problems and develop plans and requirements in the subject matter area for moderately complex to complex systems related to information systems architecture, networking; telecommunications, automation, communications protocols, risk management/electronic analysis, software, lifecycle management, software development methodologies, and modeling and simulation. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Possess requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field for an actual task order. Demonstrate exceptional oral and written communication skills. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Minimum/General Experience: 9-11 years of related experience analyzing computer system processes preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

42. Subject Matter Expert III

Functional Responsibility: Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following

specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

Minimum/General Experience: 12-14 years of related experience analyzing computer system processes preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

43. Principal SME

Functional Responsibility: Recognized for strong expertise in industry issues. Analyzes complex computer applications in the subject matter area. Exercises independent judgment and creativity in solving highly complex, major computer system problems and providing proper advice to clients and IT project teams. Analyzes issues, evaluates alternatives, makes recommendations, and solicits client support prior to the implementation of the agreed-to computer solution. May provide supervision for one or more professional/technical staff on an assigned IT project, and will participate at all levels in analysis and end product definition. Will engage in frequent contact with customers, and will work with non-technical resources and computer system sponsors as necessary. Plans and performs research, assesses computer system designs, evaluates if the system solutions satisfy business needs, and completes other assignments in a specific technical or business area.

Minimum/General Experience: 15+ years of related experience translating business requirements into information technology solutions preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

44. Systems Administrator I

Functional Responsibility: Assist with the daily activities of configuration and operation of systems. Assist with the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems.

Minimum/General Experience: 2-4 years of related experience with computer systems or network operations preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

45. Systems Administrator II

Functional Responsibility: Perform the daily activities of configuration and operation of systems. Perform the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems.

Minimum/General Experience: 4-6 years of related experience with computer systems or network operations preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

46. Systems Administrator III

Functional Responsibility: Supervise and manage the daily activities of configuration and operation of systems. Plan and monitor the optimizing of system operation and resource utilization, and perform systems capacity analysis and planning. Plan and monitor assistance to users in accessing and using business systems.

Minimum/General Experience: 6-8 years of related experience with computer systems or network operations preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

47. Systems Administrator IV

Functional Responsibility: Supervise and manage the daily activities of configuration and operation of systems. Plan and monitor the optimizing of system operation and resource utilization, and perform systems capacity analysis and planning. Plan and monitor assistance to users in accessing and using business systems. Prepare reports; develops configuration management procedures. Solves highly complex major technical problems and provides guidance and recommendations. Provide technical direction to one or more professional and/or technical persons on an assigned project.

Minimum/General Experience: 8+ years of related experience with computer systems or network operations preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

48. Principal Systems Architect

Minimum/General Experience: 10 years of related experience with computer system architecture preferably in support of federal government contracts.

Functional Responsibility: Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, and reference models, and profiles of standards as they apply to the implementation and specification of information management solution of the application platform, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

49. Systems Architect – Level II

Functional Responsibility: Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, reference models, and profiles of standards as they apply to the implementation and specification of information management solution of the application platform, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.

Minimum/General Experience: 15+ years of related experience with computer system architecture preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university. A Master's degree in a related field can substitute for 2 years of experience.

50. Web Development

Functional Responsibility: Provides support to develop Web based applications including online customer service to transform government agencies to be able to deliver their services online. Gathers requirements for Web sites using graphics software applications, techniques, and tools. Supports design group efforts. Aids development of site concept, interface design, and architecture of web-sites. Provides support to implement interfaces to applications and in

upgrading, maintaining, and creating content for Agency website under the guidance of Web Project Manager.

Minimum/General Experience: 4+ years of related experience developing internet systems preferably in support of federal government contracts.

Minimum Education: Bachelor's degree in a related discipline from an accredited college or university or equivalent experience. A Master's degree in a related field can substitute for 2 years of experience.

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MANAGEMENT SUPPORT, AND BUSINESS PROGRAM AND PROJECT
MANAGEMENT SERVICES**

51. Project Director

Minimum/General Experience: Minimum 6 years senior management experience (4 multidisciplinary), 10 years progressively responsible professional experience

Functional Responsibility: Serves as the Project Director for a contract and works with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), government management personnel and customer agency representatives. Responsible for the overall management of the contract and producing results on time and within budget. Provides guidance to Task Managers.

Minimum Education: Bachelor's degree

52. Task Manager

Minimum/General Experience: Minimum 2 years' management experience, 10 years' subject-area experience

Functional Responsibility: Serves as the task manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and assists the Project Director in working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), government management personnel and customer agency representatives. Under the guidance of the Project Director, responsible for the overall management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner.

Minimum Education: Bachelor's degree

53. Senior Mathematical Statistician

Minimum/General Experience: Minimum 10 years' experience in variety of statistical analyses and techniques (5 years applied experience in social or economic statistics)

Functional Responsibility: Oversees and directs use of sound statistical methods. Provides guidance in use of microcomputer software designed for data analysis like SAS, HLM, SPSS, MLn, etc. and in the processing of large, complex data files (e.g., longitudinal or hierarchical).

Minimum Education: Ph.D.

54. Mathematical Statistician

Minimum/General Experience: Minimum 5 years' experience in variety of statistical analyses and techniques; Experience with statistical software.

Functional Responsibility: Conducts data analysis with software programs such as SAS, HLM, SPSS, MLn, etc.; Processes large, complex data files (e.g., longitudinal or hierarchical).

Minimum Education: Master's degree

55. Senior Survey Statistician

Minimum/General Experience: Minimum 5 years' experience in various aspects of survey services; Expertise in survey and sample design, survey data collection, imputation, analysis of variance in complex sample survey data.

Functional Responsibility: Addresses such issues as weighting choices, efficiency of survey and sample design, variance estimation, imputation, analysis of variance in complex sample survey data, problems of multiple comparisons, multivariate analyses, and longitudinal and trend analyses. Conducts data analysis with software programs such as SUDAAN, WesVar, PC-Carp, etc. Processes large, complex data files (e.g., longitudinal or hierarchical).

Minimum Education: Bachelor's degree

56. Survey Statistician

Minimum/General Experience: Minimum 2 years experience in various aspects of survey services; Experience in survey and sample design, imputation, analysis of variance in complex sample survey data.

Functional Responsibility: Assists in addressing such issues as weighting choices, efficiency of survey and sample design, variance estimation, imputation, analysis of variance in complex sample survey data, problems of multiple comparisons, multivariate analyses, and longitudinal and trend analyses. Produces statistical tables, charts, and graphs from large scale data bases, and analyzes data using SAS, SPSS, variance estimation packages such as WesVar or SUDAAN, and other statistical packages.

Minimum Education: Bachelor's degree

57. Principal Business Process Reengineering Specialist

Minimum/General Experience: Minimum 10 years' progressive experience.

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

Minimum Education: Bachelor's degree

58. Senior Business Process Reengineering Specialist

Minimum/General Experience: Minimum 5 years' progressive experience

Functional Responsibility: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include process and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. May be under the supervision and direction of a Principal Business Process Reengineering Specialist or may work independently.

Minimum Education: Bachelor's degree

59. Senior Statistical Programmer

Minimum/General Experience: Minimum 6 years' progressive experience.

Functional Responsibility: Uses statistical software such as SAS, SPSS, SPLUS, SUDAAN, MINITAB, or BMDP. Plans and evaluates use of technology, including database systems. Develops software, manages networks, maintains hardware, sets up computer software, and troubleshoots typical hardware and software problems. Develops, modifies, and maintains analytical software

Minimum Education: Bachelor's degree

60. Statistical Programmer

Minimum/General Experience: Expertise with multiple areas of computer software and hardware; Experience with statistical software.

Functional Responsibility: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Minimum Education: Bachelor's degree

61. Junior Programmer

Minimum/General Experience: Some experience with statistical and other software.

Functional Responsibility: Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists in interpreting software requirements and design specifications to code, and integrating and testing software components.

Minimum Education: Bachelor's degree

62. Senior Systems Analyst

Minimum/General Experience: Minimum 5 years' progressive experience.

Functional Responsibility: Analyzes user needs to determine functional requirements for hardware or software systems and to determine functional requirements for analysis and definition of business needs. May oversee the work of other Systems Analysts.

Minimum Education: Bachelor's degree

63. Senior Marketing Specialist

Minimum/General Experience: Minimum 5 years' consumer marketing experience (3 years' experience in developing market strategies).

Functional Responsibility: Develops or analyzes complex market strategies related to research or technology user needs.

Minimum Education: Master's degree

64. Senior Cost Analyst

Minimum/General Experience: Minimum 6 years' experience benefit/cost analyses.

Functional Responsibility: Analyzes and develops criteria for determining the need for benefit/cost analyses and developing methodologies, tools, and procedures to perform benefit/cost analyses of information systems alternatives.

Minimum Education: Bachelor's degree

65. Senior Research Analyst

Minimum/General Experience: Minimum 6 years' experience in research substance and methodology; Experience in statistical analyses.

Functional Responsibility: Identifies substantive and methodological problems, employs appropriate statistical techniques to conduct complicated statistical or methodological analyses of process data and data from complex sample surveys and present such analyses in written form. Senior analysts who serve as principal investigators for specific tasks shall possess a high level of substantive and methodological knowledge related to the task as well as the capability to direct, coordinate, and review the work of others to produce accurate, well written, effectively organized, clearly presented analyses.

Minimum Education: Bachelor's degree

66. Program Analyst

Minimum/General Experience: Minimum 5 years progressive experience (2 years' experience technology specific)

Functional Responsibility: Performs technology assessments and market analysis of information and communications technology.

Minimum Education: Bachelor's degree

67. Management Analyst

Minimum/General Experience: Minimum 4 years' experience.

Functional Responsibility: Works on substantive and methodological problems, employs appropriate statistical techniques to conduct statistical or methodological analyses of process data and data from complex sample surveys and present such analyses in written form.

Minimum Education: Bachelor's degree

68. Research Assistant

Minimum/General Experience: Minimum 2 years' analytical experience.

Functional Responsibility: Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

Minimum Education: Bachelor's degree

69. Editor

Minimum/General Experience: Minimum 3 years' experience.

Functional Responsibility: Reviews written reports for clarity of presentation and consistency with relevant publications guidance.

Minimum Education: Bachelor's degree

70. Administrative Assistant

Minimum/General Experience: Skills and experience necessary to carry out duties.

Functional Responsibility: Performs logistical and other administrative support.

Minimum Education: High School Diploma

71. Survey Interviewer

Minimum/General Experience: Some training and experience in survey interviewing.

Functional Responsibility: Carries out survey interviewing.

Minimum Education: High School Diploma

72. Clerical

Minimum/General Experience: Skills and experience necessary to carry out duties.

Functional Responsibility: Performs clerical support.

Minimum Education: High School Diploma