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 are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is:
http://www.gsaadvantage.gov

General Services Administration
Federal Supply Service
The Consolidated Schedule
Schedule 00CORP

CONTRACT NUMBER:
GS-00F-089CA

PERIOD COVERED BY CONTRACT:
March 25, 2015 through March 24, 2020

American Systems Corporation
14151 Park Meadow Drive, Suite 500
Chantilly, VA 20151-2272
1-800-733-2721
tel: 703-968-6300
fax: 703-968-5151
www.americansystems.com

General Services Administration
Management Services Center Acquisition Division
Supplement #PS-0002, date 1/14/2016

Business Size: Large
DUNS: 07-779-9799

Effective October 1, 2015, the Consolidated Schedule will become the Professional Services Schedule (PSS), with no changes to any terms and conditions found within this document.

Please be advised that the following individual Schedule contracts have been migrated to this Consolidated Schedule. As a result, no additional stand alone Task Orders can be awarded or BPAs established under these contracts:

Schedule 871 (Professional Engineering Services): GS-23F-0129J
Schedule 874 (Mission Oriented Business Integrated Services): GS-10F-0126J

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.fss.gsa.gov.
GSA AWARDED TERMS AND CONDITIONS
AMERICAN SYSTEMS CORPORATION

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

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<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
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<td>871-1RC</td>
<td>Strategic Planning for Technology Programs/Activities</td>
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<td>Concept Development and Requirements Analysis</td>
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<td>System Design, Engineering and Integration</td>
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<td>871-6</td>
<td>871-6RC</td>
<td>Acquisition and Life Cycle Management</td>
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<td>874-4RC</td>
<td>Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration</td>
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</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

Please see attached pricelist

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

Please refer to ASC’s Awarded GSA Hourly Rates

2. MAXIMUM ORDER:
   All SINs: $1,000,000

3. MINIMUM ORDER:
   All SINs: $100

4. GEOGRAPHIC COVERAGE (DELIVERY AREA):
   Domestic 48 Contiguous States, District of Columbia, Alaska, Hawaii, Puerto Rico, and Overseas Coverage

5. Point(s) of production (city, county, and State or foreign country).
   American Systems Corporation
   14151 Park Meadow Drive, Suite 500
   Chantilly, VA 20151-2272

6. Discount from list prices or statement of net price.
   GSA Net pricing as shown in pricing tables provided

7. QUANTITY DISCOUNTS.
   Not applicable

8. PROMPT PAYMENT TERMS:
   0%, Net 30 Days
9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.
   Yes
9b. Government purchase cards are not accepted above the micro-purchase threshold.

10. FOREIGN ITEMS (LIST ITEMS BY COUNTRY OF ORIGIN):
    None

11a. TIME OF DELIVERY:
    Specified on Task Order
11b. EXPEDITED DELIVERY:
    Contact Contractor
11c. OVERNIGHT AND 2-DAY DELIVERY:
    Contact Contractor
11d. URGENT REQUIREMENTS:
    Contact Contractor

12. F.O.B. POINT(S):
    Destination

13a. ORDERING ADDRESS:
    American Systems Corporation
    14151 Park Meadow Drive, Suite 500
    Chantilly, VA 20151-2272
    1-800-733-2721
    tel: 703-968-6300
    fax: 703-968-5151

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket
    Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule
    homepage fss.gsa.gov/schedules.

14. PAYMENT ADDRESS:
    American Systems Corporation
    14151 Park Meadow Drive, Suite 500
    Chantilly, VA 20151-2272

15. WARRANTY PROVISION.
    Not applicable

16. EXPORT PACKING CHARGES, IF APPLICABLE.
    Not applicable

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY
    THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL).
ASC will accept government purchase card payments for orders up to, but not over the micro purchase threshold.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE).
Not applicable

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE).
Not applicable

20a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE).
Not applicable

20b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE)
Not applicable

Not applicable

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE).
None

23. PREVENTIVE MAINTENANCE (IF APPLICABLE).
Not applicable

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).
Not applicable

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.
Not applicable

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER.
07-779-9799

26. Notification regarding registration in System for Award Management (SAM) database.
CAGE Code # 61443, Registration valid in SAM

27. UNCOMPENSATED OVERTIME (INDICATE IF USED):
ASC compensates non-exempt employees for overtime worked.
# AWARDED GSA PRICING
## AMERICAN SYSTEMS CORPORATION

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The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor WD Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the Contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.
LABOR CATEGORY JOB DESCRIPTIONS

1. Job Title: MOBIS Senior Consultant

   **Experience Requirement:**
   Nationally recognized expert in the field as evidenced by past performance, publications, or patents, and fifteen years of progressive experience in the application and development of systems in the area of specialty. The specialty may relate to a variety of development, operational or support functions that require special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

   **Functional Responsibility:**
   Primary responsibility for advising on the proper approach to the solution of a unique functional problem for a major customer hardware/software system, or the design and development of a major new system, or total redesign of an existing system.

   **Minimum Education:**
   A minimum of a Master’s degree in a field appropriate to the specialized area in which consultation is required. A Ph.D. is desirable, but not required if national recognition is demonstrated.

2. Job Title: MOBIS Consultant

   **Experience Requirement:**
   Recognized expert in the field as evidenced by past performance, publications, or patents, and ten years of progressive experience in the application and development of systems in the area of specialty. The specialty may relate to a variety of development, operational or support functions that require special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

   **Functional Responsibility:**
   Primary responsibility for advising on the proper approach to the solution of a highly complex functional problem for a major customer hardware/software system, or the design and development of a major new system, or total redesign of an existing system.

   **Minimum Education:**
   A minimum of a Bachelor’s degree in a field appropriate to the specialized area in which consultation is required.

3. Job Title: MOBIS Program Manager

   **Experience Requirement:**
   Ten Years of progressive experience in managing Government support services. Included in the above is three years of management and experience in supervising the implementation and development of programs, performing advanced planning, developing organizational structures and providing personnel resources. A background in determining and initiating management trade-off actions is required.

   **Functional Responsibility:**
   Provides the principal management interface between a client agency and BPC. Responsible for effective management of multiple delivery orders. Develops and implements project plans and monitors project progress and status of task execution. Meets with customers to determine needs and to ensure that commitments are met. Coordinates the efforts of task leader and ensures resources are efficiently distributed and applied.

   **Minimum Education:**
   A Bachelor’s degree
4. **Job Title: MOBIS Project Manager**

**Experience Requirement:**
Five to Seven years of progressive management experience in Government support services. Included in the above is three years of experience in supervising the development project goals and plans, leadership in team situations, and demonstration of capability to solve both technical and interpersonal problems to ensure project goals are met.

**Functional Responsibility:**
Provides the basic management interface between a client agency and BPC. Develops and implements project plans and monitors project progress and status of task execution. Meets with customer to determine needs and to ensure that commitments are met.

**Minimum Education:**
A Bachelor’s degree

5. **Job Title: MOBIS Principal Engineer**

**Experience Requirement:**
Twelve years of advanced multi-functional technical experience characterized by progression in complexity, difficulty, variety, and scope of work assignments.

**Functional Responsibility:**
Broad-based responsibility for multiple projects, or a project that spans major organizational elements, requiring specific engineering expertise. Engineering design to meet the project concept. Development of project schedules, resource requirements, resource allocation, validation criteria, and test methodology. Provides guidance to lower level engineers. Projects may be related to RDT&E, Civil Engineering, Environmental Engineering, production or life cycle support engineering.

**Minimum Education:**
A Master of Science degree in one of the major engineering disciplines. A Ph.D. is desired but not required.

6. **Job Title: MOBIS Senior Scientist**

**Experience Requirement:**
At least ten years of experience in a specific specialty of science. Must be a specialist in the required field as evidenced by publications and recognition of past work of a scientific nature.

**Functional Responsibility:**
Conduct research studies in area of specialty, (i.e. metallurgy, corrosion, propellants, explosives, etc.). Ability to work independently or in integrated cross-functional teams. Awareness of environmental regulations and pollution reduction.

**Minimum Education:**
Shall possess several technical degrees, preferably at Ph.D. level with Master of Science degree as a minimum.
7. **Job Title: MOBIS Senior Engineer**

**Experience Requirement:**
Ten years of advanced technical experience characterized by progression in complexity, difficulty, variety, and degree of independence of work assignments.

**Functional Responsibility:**
Management of a major project, requiring specific engineering expertise. Engineering design to meet the project concept. Development of project schedules, resource requirements, validation criteria, and test methodology. Projects may be related to any facet of civil engineering, environmental engineering, hardware, software, engineering in RDT&E, production or life cycle support.

**Minimum Education:**
A Bachelor of Science degree in one of the major engineering disciplines.

8. **Job Title: MOBIS Resource Management Specialist**

**Experience Requirement:**
Six years of progressive experience in the resource management field with an emphasis on government applications and process improvement.

**Functional Responsibility:**
Provide in depth knowledge of human resource management processes and procedures to include computer based applications, storage and retrieval, classification, or development of document libraries. Provide counseling in support of organizations’ business functions, as well as identifying and resolving disputes and disagreements amongst key and supporting personnel. Will also provide human resource support and guidance during management coaching services and seminars.

**Minimum Education:**
A Bachelor’s degree in a management or technical discipline,

9. **Job Title: MOBIS Computer Scientist/Analyst**

**Experience Requirement:**
Nine years of progressive experience in the field of computer science, and techniques for its application to complex problem solutions and systems improvement and efficiency. Expertise in the required field as evidenced by past performance, publications or patents.

**Functional Responsibility:**
Primary responsibility is solving any substantial functional problem for a major customer hardware/software system, or the design and development of a major new system, or redesign of an existing system. Will provide complex and sometimes technical analyses, scenarios, and reports relating to mission-oriented business programs or initiatives. Such work may include systems to provide substantial support to a business area, major network design or complex web technology. Provides 1) high level users and recommends mechanisms for improvement or 2) high level expertise in design and development, leadership in applying resources and meeting schedules, and problem detection and resolution.

**Minimum Education:**
A Bachelor’s degree related to the required specialty or equivalent.
10. Job Title: MOBIS Engineer

**Experience Requirement:**
Seven years of advanced technical experience characterized by progression in complexity, difficulty, and degree of independence of work assignments.

**Functional Responsibility:**
Management and technical supervision of sub-ordinate engineers and engineering project teams. Engineering design to meet project concept. Development of schedules, resource requirements, test and evaluation methodology. Projects may be related to civil engineering, environmental engineering, hardware, software, engineering in RDT&E, production of life cycle support.

**Minimum Education:**
A Bachelor of Science degree in one of the major engineering disciplines.

11. Job Title: MOBIS Logistician

**Experience Requirement:**
At least five years military experience in broad area of logistics support relating to Government support operations.

**Functional Responsibility:**
Provide ILS support including planning, documentation and training support packages for organizational improvement initiatives and process consultation. Such work includes program planning, logistical support for survey design and development, as well as management or strategy consulting. Conduct data collections for quality and performance studies/surveys related to fielding problems. Develop and implement maintenance procedures.

**Minimum Education:**
A Bachelor’s degree in a technical field from an accredited institution can be substituted for three years of experience.

12. Job Title: MOBIS Cost Analyst

**Experience Requirement:**
Six years of progressive experience in cost analysis, budgeting or related areas. Must have experience in business processes and process improvement to include basic and streamlined office financial support duties.

**Functional Responsibility:**
Analyzes and supports business processes that may include preparation for planning and budgeting cycles. Provide program planning, audits and evaluations, aid in the development of economic studies and financial and preparedness studies to support organizational business goals. Perform analytical evaluative work to the full range of financial operations including budgeting, expeditions, problem solving and reconciliation.

**Minimum Education:**
A Bachelor’s degree in finance, accounting, business or mathematics is desired.
13. **Job Title: MOBIS Engineer III**

**Experience Requirement:**
Five years of experience characterized by progression and difficulty in the area of knowledge required.

**Functional Responsibility:**
Various levels of supervised and unsupervised responsibilities for a project or a significant component of a major project requiring specific expertise. Work may entail business, management, engineering and/or analysis experience, design, development, support operations, or testing in various work environments. Assists in engineering, analysis and design to meet functional requirements, provides improvement recommendations. Above may include Office Management or Task Leader responsibilities.

**Minimum Education:**
A Bachelor’s degree is required or a computer science/engineering degree where specialized expertise is required.

14. **Job Title: MOBIS Analyst IV**

**Experience Requirement:**
At least seven years of experience characterized by progression and difficulty in the area of knowledge required.

**Functional Responsibility:**
Responsibility for a project or a significant component of a major project requiring specific expertise. Work entails management experience, program development, and support operations. Assists in analysis and design to meet required functional requirements, provides improvement recommendations.

**Minimum Education:**
A Bachelor’s degree is required.

15. **Job Title: MOBIS Engineer II**

**Experience Requirement:**
Four years of experience characterized by progression in complexity and difficulty in the area of knowledge required.

**Functional Responsibility:**
Various levels of supervised and unsupervised responsibilities for a project or a significant component of a major project requiring specific expertise. Work may entail business, management, engineering and/or analysis experience, design, development, support operations, or testing in various work environments. Assists in engineering, analysis and/or design to meet functional requirements, provides improvement recommendations. Above may include Office Management or Task Leader responsibilities.

**Minimum Education:**
A Bachelor’s degree is required or a computer science/engineering degree where specialized expertise is required.
16. Job Title: MOBIS Analyst III

Experience Required:
Five years of experience characterized by progression in complexity and difficulty in the area of knowledge required.

Functional Responsibility:
Responsibility for a project or a significant component of a major project requiring specific expertise. Work entails management experience, program development, and support operations. Assists in analysis and design to meet required functional requirements, provides improvement recommendations.

Minimum Education:
A Bachelor’s degree is required.

17. Job Title: MOBIS Engineer I

Experience Requirement:
Three years of experience characterized by progression in complexity and difficulty in the area of knowledge required.

Functional Responsibility:
Varied levels of supervised and unsupervised responsibilities for a project or a significant component of a project requiring specific expertise. Work may entail business, management, engineering and/or analysis experience in the design, development, support operations, or testing in various work environments. Assists in engineering, analysis and or design to meet functional requirements and provides improvement recommendations.

Minimum Education:
A Bachelor’s degree is required or a computer science/engineering degree where specialized expertise is required.

18. Job Title: MOBIS Analyst II

Experience Requirement:
Over three years of experience characterized by progression in complexity and difficulty in the area of knowledge required.

Functional Responsibility:
Responsibility for a project or a significant component of a major project requiring specific expertise. Work entails management experience, program development, and support operations. Assists in analysis and design to meet required functional requirements, provides improvement recommendations.

Minimum Education:
A Bachelor’s degree is required.
19. **Job Title: MOBIS Technician**

**Experience Requirement:**
Entry-level position requiring one year of experience characterized by the area of knowledge required.

**Functional Responsibility:**
Entry-level position requiring supervision. Responsibility for supporting a program or project requiring specific technical expertise or analysis. Responsibilities require meeting defined goals and objectives under the supervision of management, task or project leaders in support of predetermined requirements.

**Minimum Education:**
A Bachelor’s degree is desirable.

20. **Job Title: MOBIS Analyst I**

**Experience Requirement:**
Entry-level position requiring one year of experience characterized by the area of knowledge required.

**Functional Responsibility:**
Entry-level position requiring supervision. Responsibility for supporting a specific program or project requiring specific expertise. Work entails meeting the supervisor’s defined goals and objectives to meet required support requirements.

**Minimum Educations:**
A Bachelor’s degree

21. **Job Title: MOBIS Technical Writer**

**Experience Requirement:**
Three years of experience in technical writing and documentation in support of engineering, automation or business functional areas. Demonstrated ability to write clearly and accurately.

**Functional Responsibility:**
Gathers, analyzes and composes technical information. Ensures the use of proper technical terminology, translates technical information into clear, readable documents to be used by technical and non-technical personnel. Edits functional descriptions, systems specifications, user’s manuals and other deliverables and documents.

**Minimum Education:**
A bachelor’s degree in English, Literature, or other related discipline or equivalent.

22. **Job Title: MOBIS Junior Engineer**

**Experience Requirement:**
Two years experience in applications specific to job requirements is desired. Demonstration of word processing and/or office skills reduces the experience requirement.

**Functional Responsibility:**
Responsibilities require meeting defined goals and objectives under the supervision of management, task or project leaders in support of predetermined requirements. Work may entail business, engineering and/or support staff experience in various work environments.

**Minimum Education:**
A Bachelor’s degree
23. Job Title: MOBIS Support Staff III

Experience Requirement:
Over two years experience in applications specific to job requirements is desired. Demonstration of word processing skills reduces the experience requirement.

Functional Responsibility:
Meet all assigned functions within the predetermined requirements for accuracy.

Minimum Education:
Graduation from a full 4-year high school, or equivalent

24. Job Title: MOBIS Support Staff II

Experience Requirement:
Must be competent and have experience in technical documentation, narrative material, and other word processing assignments.

Functional Responsibility:
Meet all assigned functions within the predetermined requirements for accuracy.

Minimum Education:
Graduation from a full 4-year high school, or equivalent.

25. Job Title: MOBIS Support Staff I

Experience Requirement:
Entry-level position. Experience in operating office equipment, telephones and general duties.

Functional Responsibility:
Responsible for receptionist duties to include call answering and general duties of message taking, copying, and other general duties as directed.

Minimum Education:
Graduation from a full 4-year high school, or equivalent.

26. Job Title: PES Principal Systems Architect (Offered for PES SINs: 1-6)

Minimum/General Experience: Eight years of experience in principal/lead engineering positions with training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Experience involving any combination of the following areas: program strategic planning, systems concept development and requirements analysis, system/platform interoperability, system architecture trade off analysis, design to ownership, system design and integration, production, life cycle supportability and life cycle cost analysis. Experience associated with logical planning and integration and/or independent verification and validation (IV&V) of platform and system technical project activities. Experience in system architecture analyses and studies will have considered the structure of components, their relationships, and the principles and processes governing their design, integration, production and operations/maintenance over time including emerging technology insertion.

Functional Responsibility: Responsible for working independently and performing direct interface with customer senior technical and management personnel for investigating system concepts, architecture alternatives, design and integration processes, and life cycle support disciplines. Performs high order engineering analyses and provides specialized expertise involving the logical planning and integration of technology into platform and system concept alternatives; and/or formulating operational, technical, and system reference models and architectures as required in initiating the systems engineering process.
Minimum Education: Bachelors degree in an engineering discipline.

27. Job Title: PES Senior Systems Engineer/Analyst (Offered for PES SINs: 1-6)

Minimum/General Experience: Two to four years of experience in training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Demonstrated leadership skills for planning, organizing, leading, and controlling the cost/technical/schedule activities of a project. Experience in providing technical support in or performing any combination of the following areas: system requirements analysis, system/platform interoperability, feasibility analysis, technology/conceptual design alternatives analysis, design to ownership, system architectures, system/equipment design, system integration, reverse engineering, risk analysis/mitigation, specification preparation/review, independent verification and validation, and development of System Engineering Management Planning documents. Experience in evaluating and/or developing technical input to the systems engineering process and associated documentation. Experience also includes identification of customer/user needs and objectives; requirements definition, including missions, measures of effectiveness, use environments, and constraints; evaluations of state of the art and emerging commercial technology base; and identification of applicable military and commercial specifications and standards.

Functional Responsibility: Supervises engineering and technical personnel in the development of system/subsystem level engineering products and for providing support services. Performs requirements analysis for systems missions and environments to identify functional definitions and designs for system hardware and software architecture. Defines performance and design constraints. Develops and/or reviews specifications, drawings and product descriptive data; and provides technical support to customer systems requirements analyses and participates in technical and management reviews; develops content for contract technical packages (SOW, CDRL, Specifications). Performs life cycle support engineering assessments.

Minimum Education: Bachelor’s degree in an engineering discipline.

28. Job Title: PES Systems Engineer (Offered for PES SINs: 1-6)

Minimum/General Experience: Four years of experience in providing technical support in or performing any of the following areas: system/subsystem requirements analysis, system/platform interoperability, feasibility analysis, technology/conceptual design alternatives analysis, design to ownership, system architectures, system/equipment design, system integration, reverse engineering, risk analysis/mitigation, specification preparation/review, independent verification and validation, and development of System Engineering Management Planning documents. Experience in evaluating and/or developing technical input to the systems engineering process and associated documentation. Experience also includes identification of customer/user needs and objectives; requirements definition, including missions, measures of effectiveness, use environments, and constraints; evaluations of state-of-the-art and emerging commercial technology base; and identification of applicable military and commercial specifications and standards. Demonstrated specialized expertise in systems engineering as applied to analysis of engineering requirements.

Functional Responsibility: Performs system/subsystem level requirements analysis; identifies functional definitions and designs for system hardware and software architecture; defines performance and design constraints; develops and/or reviews specifications, drawings and product descriptive data; provides technical support to customer requirements and participates in technical and management reviews; and develops content for contract technical packages (SOW, CDRL, Specifications). Performs life cycle engineering assessments.

Minimum Education: Bachelor’s degree in an engineering discipline.
29. Job Title: PES Subject Matter Expert/Consultant IV (Offered for PES SINs: 1-6)

Minimum/General Experience: At least ten years of senior level expertise, and at least 20 years of general industry experience, or may have expert credentials or be recognized as an authority in providing technical support that includes the ability to integrate, refine, assess and provide high-level organizational engineering and scientific support with performance requirements, projects, systems and the objectives and approaches to their achievement. Must have demonstrated experience, but not limited to, an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing. The breadth and depth of experience may relate to a variety of development, operational or support functions that require the special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

Functional Responsibility: Primary responsibility for advising and development of implementation plans on the proper approach to unique functional and complex problem areas for a client. Identify courses of action, pros and cons of each, and mitigation options for the selected approach. Applies knowledge of client's mission area to develop and refine concepts of operations and operational plans that make optimum use of existing and planned systems to meet mission needs. As required, participates in the development of system concepts, system requirements, concepts of operations, cost performance tradeoffs, feasibility analysis, regulatory compliance support, and training requirements in every phase of the system development process.

Minimum Education: Bachelor's degree is required and experience in a field appropriate to the specialized subject matter area. May have expert credentials or is a recognized authority.

30. Job Title: PES Subject Matter Expert/Consultant III (Offered for PES SINs: 1-6)

Experience Requirement: At least five years of senior level expertise in providing technical support that includes the ability to integrate, refine, assess and provide high-level organizational engineering and scientific support with performance requirements, projects, systems and the objectives and approaches to their achievement. Must have at least 15 years of general industry experience, and have demonstrated experience, but not limited to, an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing. The breadth and depth of experience may relate to a variety of development, operational or support functions that require the special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

Functional Responsibility: Primary responsibility for advising on the proper approach to the solution of a highly complex functional problem for a client. Identify courses of action, pros and cons of each, and mitigation options for the selected approach. Applies knowledge of client's mission area to develop and refine concepts of operations and operational plans that make optimum use of existing and planned systems to meet mission needs. As required, participates in the development of system concepts, system requirements, concepts of operations, cost performance tradeoffs, feasibility analysis, regulatory compliance support, and training requirements in every phase of the system development process.

Minimum Education: A minimum of a Bachelor's degree is required and experience in a field appropriate to the specialized subject matter area. Advanced degrees are desirable.

31. Job Title: PES Subject Matter Expert/Consultant II (Offered for PES SINs: 1-6)

Minimum/General Experience: Ten to twelve years of experience in a related field. Senior level work experience, training, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Senior level engineering experience associated with a specific subject matter incidental to platform/system or engineering activities to be performed under a task order. Extensive experience with defining and resolving high-level technical issues for systems engineering programs. Performed as a senior engineering consultant to solve major problems or participated in high-level project relevant assessment teams.
Functional Responsibility: Provides senior level subject matter expertise required to ensure platform/system or mission/activity success. Defines and supports the implementation of software acquisition best practices, systems design, system engineering best practices, system architecture, feasibility studies, risk assessment/management, configuration management, quality assurance, measurements/metrics, cost estimation, earned value, project planning and monitoring, implementation planning, system specifications, CASE/I-CASE tool assessments, technology assessments, market surveys, and training.

Minimum Education: Bachelor’s degree in the appropriate discipline;

32. Job Title: PES Principal Test/Certification Engineer (Offered for PES SINs: 1-6)

Minimum/General Experience: Ten years of experience in a related field. Training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Demonstrated leadership skills for planning, organizing, leading, and controlling the cost/technical/schedule activities of a project. Recent experience in principal or lead test/certification position involving conceptualization, planning and implementation of test/certification programs; development of test planning documents; development of system hardware/software unit level, integration and acceptance test/certification procedures; development and conduct of test scenarios; and conduct of test activities and associated analysis, documentation and reporting. Experience also includes geographically distributed system testing approaches over networks.

Functional Responsibility: Responsible for working independently and performing direct interface with customer senior technical, and management personnel. Provides high order expertise for a range of support including development of overall test and evaluation program strategies and planning documentation; evaluating test procedures and test reports on system-level and subsystem hardware/software behavior and recommending whether design, maintenance or supportability improvements are required to increase system performance or accuracy; analyzing test/certification programs and evaluating the conduct and effectiveness of system testing including compliance with test procedures, and the accurate conduct and recording of test results.

Minimum Education: Bachelor’s degree in appropriate engineering discipline

33. Job Title: PES Senior Test/Certification Engineer (Offered for PES SINs: 1-6)

Minimum/General Experience: Eight years of progressive experience in the planning and implementation of test/certification programs; the development of test planning documents; the development of system hardware/software unit level, integration and acceptance test/certification procedures; the development and conduct of test scenarios; the use of test instrumentation; and the conduct of test activities and the associated analysis, documentation and reporting of results. Experience also includes geographically distributed system testing approaches over networks. Demonstrated ability to supervise the work of other engineers and lead task efforts.

Functional Responsibility: Supervises engineering and technical personnel in the development of test/certification products and for providing test/certification support services. Prepares/reviews overall program planning documentation; develops system test criteria required to demonstrate system design or operational capability; develops system evaluation procedures, techniques, and tolerances, including the preparation of test procedures; evaluates test reports on equipment behavior to determine whether design, maintenance or supportability improvements are required to increase system/subsystem/equipment performance; witnesses and evaluates the conduct of system testing and provides technical comments on efficacy of and compliance with procedures/processes; and provides identification of problem areas along with recommendations for required changes to system or test support hardware/software and procedures, as required.

Minimum Education: Bachelor’s degree in appropriate engineering discipline

34. Job Title: PES Test/Certification Engineer (Offered for PES SINs: 1-6)
Minimum/General Experience: Six years of experience (three with an advanced degree) in the planning and implementation of test/certification programs; the development of test planning documents; the development of system hardware/software unit level, integration and acceptance test/certification procedures; the use of test instrumentation; the development and conduct of test scenarios; and the conduct of test activities and the associated analysis, documentation and reporting of results. Demonstrated ability to independently complete engineering assignments.

Functional Responsibility: As part of a task team, prepares inputs to overall program planning documentation; develops system test criteria required to demonstrate system design or operational capability; identifies test instrumentation to support test objectives; develops system evaluation procedures, techniques, and tolerances, including the preparation of test procedures; evaluates test reports on equipment behavior to determine whether design, maintenance or supportability improvements are required to increase system/subsystem/equipment performance; witnesses and evaluates the conduct of system testing and provides technical comments on efficacy of and compliance with procedures/processes; and provides identification of problem areas along with recommendations for required changes to system or test support hardware/software and procedures, as required.

Minimum Education: Bachelor’s degree in appropriate engineering discipline

35. Job Title: PES Senior Telecommunications Engineer (Offered for PES SINs: 1-6)

Minimum/General Experience: Five years of experience in a related field. Training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Demonstrated leadership skills for planning, organizing, leading, and controlling the cost/technical/schedule activities of a project. Experience in the design, integration and installation of integrated data communications and data transfer systems, including LAN/WAN systems, and applications such as integration with command, control, combat, intelligence, and surveillance systems, videoconferencing systems, distance learning systems, and laboratory information management systems, as well as experience in electronic messaging/electronic data interchange and multimedia applications.

Functional Responsibility: Supervises engineering and technical personnel in the development of telecommunications/network engineering products incidental to overall system/platform design and development. Performs Functions independently or as part of a task team to perform the design, installation and integration, upgrade/modification, configuration, specification/documentation, and/or troubleshooting of the data communication/transfer subsystems associated with overall system architecture.

Minimum Education: Bachelors degree in an engineering or computer science discipline.

36. Job Title: PES Telecommunications Engineer (Offered for PES SINs: 1-6)

Minimum/General Experience: Three years of experience in a related field. Demonstrated specialized expertise in telecommunications/network engineering as applied to analysis of engineering requirements. Experience in the integration and installation of integrated data communications and data transfer systems, including LAN/WAN systems, and applications such as integration with command, control, combat, intelligence, and surveillance systems, videoconferencing systems, distance learning systems, and laboratory information management systems, as well as experience in electronic messaging/electronic data interchange and multimedia applications.

Functional Responsibility: As part of a task team, develops design inputs, prepares specifications and documentation; and performs the installation and integration, upgrade/modification and troubleshooting of the data communication/transfer subsystems associated with overall system architecture.

Minimum Education: Bachelors degree in an engineering or computer science discipline.

37. Job Title: PES Senior Quality Assurance Engineer (Offered for PES SINs: 1-6)
Minimum/General Experience: Ten years of progressive experience in the planning, implementation and execution of quality assurance programs; the preparation of quality assurance program plans; the development and/or review of quality assurance processes and procedures as well as associated documentation; the development of quality assurance metrics, measurement parameters, assessment criteria and reporting mechanisms; the analysis of performance data and the preparation of recommendations for improvement; and the conduct of quality assurance inspections in accordance with documented processes/procedures. Demonstrated ability to supervise work of other engineers/technicians and lead task efforts.

Functional Responsibility: Supervises quality assurance staff in, or independently prepares/reviews overall quality program planning and management documentation; postulates quality program strategies; develops/reviews processes and procedures; analyzes requirements and develops metrics, performance measurement methodologies, and reporting mechanisms; analyzes performance data and prepares recommendations for improvement; and provides technical support to customer requirements, participates in technical and management reviews; and develops content for contract technical packages (SOW, CDRL, Specifications).

Minimum Education: Bachelor’s degree in appropriate engineering discipline

38. Job Title: PES Quality Assurance Engineer (Offered for PES SINs: 1-6)

Minimum/General Experience: Five years of progressive experience (three with an advanced degree) in the planning, implementation and execution of quality assurance programs; the preparation of quality assurance program plans; the development and/or review of quality assurance processes and procedures as well as associated documentation; the development of quality assurance metrics, measurement parameters, assessment criteria and reporting mechanisms; the analysis of performance data and the preparation of recommendations for improvement; and the conduct of quality assurance inspections in accordance with documented processes/procedures.

Functional Responsibility: As part of a task team, prepares/reviews overall quality program planning and management documentation; provides input to the postulation of quality program strategies; develops/reviews processes and procedures; analyzes requirements and develops metrics, performance measurement methodologies, and reporting mechanisms; analyzes performance data and prepares recommendations for improvement; and provides technical support to customer requirements, participates in technical and management reviews; and develops content for contract technical packages (SOW, CDRL, Specifications).

Minimum Education: Bachelor’s degree in appropriate engineering discipline

39. Job Title: PES Senior Technician (Offered for PES SINs: 1-6)

Minimum/General Experience: Ten years of experience in assembling/manufacturing, installing, operating and/or maintaining electronic, electro-mechanical, and/or mechanical systems, subsystems and components along with associated software and data/communication networks. Demonstrated ability to work independently, supervise other technicians, and manage a contract or major task effort.

Functional Responsibility: Works independently to assemble/manufacture, install, operate, maintain or repair highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in maintaining and repairing equipment. Supervises lower level technicians in performing such activities as manufacturing and assembling components, wiring circuits, and taking test measurements. Performs test/calibration procedures, observes results, and records information for evaluation. Applies advanced technical knowledge to solve unusually complex problems (i.e., those that typically cannot be solved solely by interpreting manufacturers’ manuals or similar documents).

Minimum Education: High school (or GED equivalent) with military training or technical trade school certification.
40. Job Title: **PES Principal Program Analyst (Offered for PES SINs: 1-6)**

**Minimum/General Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform high level analysis, manage major contract efforts, or lead specialized project initiatives. Recent experience in principal/lead analyst position with over ten years of progressive experience in any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience also may include analysis of contractor performance, development of top-level program processes, e-commerce/e-business initiatives, life cycle costing and design to ownership objectives, economic business case analysis, and privatization studies. Experience will also include Computer-Aided Management applications.

**Functional Responsibility:** Responsible for working independently and performing direct interface with customer senior technical, and management personnel for: high order program/project planning; analysis of acquisition strategies, assessment of turn-key development/production concepts, and buy-build cost trade-off analysis; management and analysis services to identify areas for program process improvements; and providing guidance in the development of program/project management and acquisition support products by task personnel. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action.

**Minimum Education:** Bachelors degree in an appropriate management, business or engineering discipline.

41. Job Title: **PES Senior Program/Project Analyst (Offered for PES SINs: 1-6)**

**Minimum/General Experience:** Demonstrated ability to work independently on assigned projects or manage a major task effort with a significant deliverable content. Eight years of progressive experience in analyst positions involving any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience also may include analysis of contractor performance, development of top-level program processes, e-commerce/e-business initiatives, life cycle costing and design to ownership objectives, economic business case analysis, and privatization studies. Experience will also include Computer-Aided Management applications.

**Functional Responsibility:** Supervises analyst and technical personnel in providing program/project planning, management/execution and analysis services, and the associated preparation of program/project management and acquisition support products. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action. Performs analysis and studies in such areas as life cycle costing, design to ownership, economic business case prerequisites, privatization, and e-commerce/e-business. Develops work breakdown structures, management plans, and content for acquisition packages.

**Minimum Education:** Bachelors degree in an appropriate management, business or engineering discipline.

42. Job Title: **PES Program/Project Analyst (Offered for PES SINs: 1-6)**

**Minimum/General Experience:** Six years of experience (three with an advanced degree) in analyst positions involving any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning.
planning. Experience also may include analysis of contractor performance, development of top-level program processes, e-commerce/e-business initiatives, life cycle costing and design to ownership objectives, economic business case analysis, and privatization studies. Experience will also include Computer-Aided Management applications.

Functional Responsibility: As part of a task team provides program/project planning, management/execution and analysis services, and the associated preparation of program/project management and acquisition support products. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action. Performs analysis and studies in such areas as life cycle costing, design to ownership, economic business case prerequisites, privatization, and e-commerce/e-business. Develops work breakdown structures, management plans, and content for acquisition packages.

Minimum Education: Bachelors degree in an appropriate management, business or engineering discipline.

43. Job Title: PES Senior Logistics Analyst (Offered for PES SINs: 1-6)

Minimum/General Experience: Demonstrated ability to lead a task team. Ten years of experience in the integrated logistics support field, including any of the areas of logistics program planning and concept development; logistics program management and execution; logistics requirements analyses, documentation development and reporting; provisioning, supply support, and inventory control; logistics automated information systems and analysis tools; maintenance concepts and requirements analyses; technical manual development and training.

Functional Responsibility: Supervises engineering and technical personnel in the development of logistics products and for providing requisite support services. Performs technical and management analyses for logistic strategic planning, investigation of logistic concepts and processes, and resolution of emergent logistic supportability problems. Performs analyses and develops ILS management plans to support acquisition and life cycle support requirements planning. Monitors program schedules and integrates/develops recommendations for corrective or remedial action; develops status reports reflecting support milestone progress and problems. Performs/reviews logistics support analyses and develops maintenance concepts. Prepares content for contract technical packages (SOW, CDRL, Specifications).

Minimum Education: Bachelors degree in engineering, business administration, logistics management or a related academic discipline

44. Job Title: PES Logistics Analyst (Offered for PES SINs: 1-6)

Minimum/General Experience: Six years of experience (three with an advanced degree) in the integrated logistics support field, including any of the areas of logistics program planning and concept development; logistics program management and execution; logistics requirements analyses, documentation development and reporting; provisioning, supply support, and inventory control; logistics automated information systems and analysis tools; maintenance concepts and requirements analyses; technical manual development and training.

Functional Responsibility: Under supervision prepares logistics products and provides requisite support services. Performs technical and management analyses for logistic strategic planning, investigation of logistic concepts and processes, and resolution of emergent logistic supportability problems. Performs analyses and develops inputs to ILS management plans to support acquisition and life cycle support requirements planning. Monitors program schedules and integrates/develops recommendations for corrective or remedial action; develops status reports reflecting support milestone progress and problems. Performs/reviews logistics support analyses and develops maintenance concepts. Prepares content for contract technical packages (SOW, CDRL, Specifications).

Minimum Education: Bachelors degree in engineering, business administration, logistics management or a related academic discipline
45. Job Title: PES Purchasing Specialist (Offered for PES SINs: 1-6)

Minimum/General Experience: Five years of experience in computer/network, electronic, electromechanical, or mechanical systems wholesale/retail supply or purchasing operations. May be required to be knowledgeable of NICP/NMP operations to include cataloging, requisitioning procedures, provisioning, depot operations, and stock accounting. Required to be knowledgeable of the Government Agency/DoD acquisition process, including the regulations and procedures pertaining to logistics functions/milestones in small purchase procedures and shipping regulations. May be required by DoD to be knowledgeable of the Logistics Intelligence Files (LIF) and capable of obtaining current status of requisitioned items.

Functional Responsibility: Responsible for support in wholesale/retail supply to include cataloging, requisitioning, provisioning, and stock accounting. Follows Government Agency/DoD acquisition processes, including regulations pertaining to logistics functions to include shipping and handling of material and equipment.

Minimum Education: High School Diploma or GED equivalent.

46. Job Title: PES Senior Training Specialist/Analyst (Offered for PES SINs: 1-6)

Minimum/General Experience: Demonstrated ability to manage a functional staff or manage a major task effort. Ten years of experience in developing computer-based and/or multimedia training products or in the delivery of training curricula. Experience in the planning, implementation, management and execution of training programs. Experience in instructional design or course instruction with knowledge of digital video, CD-ROM and network delivery techniques. Experience may also include areas of expertise such as media selection, web-based training, interactive video-teletraining, computer-based training, instructional videos, instructor led courses, synchronous/asynchronous training, self-study materials, and training device fabrication/integration.

Functional Responsibility: Supervises training specialists in the development of training products and for providing training services, including training course/curricula design and definition, and/or the authoring, media digitization, and graphics implementation of training products. As an analyst, assesses training program requirements and performs resolution of emergent training problems. Performs analyses and develops training program management plans to support acquisition and life cycle support requirements planning. Monitors training program schedules and integrates/develops recommendations for corrective or remedial action. Provides technical input to customer technical and management reviews. Develops content for contract technical packages (SOW, CDRL, Specifications).

Minimum Education: Bachelors degree in engineering, computer science, instructional technology, or education

47. Job Title: PES Training Specialist/Analyst (Offered for PES SINs: 1-6)

Minimum/General Experience: Six years of experience (three with an advanced degree) in developing computer-based and/or multimedia training products or in the delivery of training curricula. May also have experience in the planning, implementation, management and execution of training programs. Experience in instructional design or course instruction with knowledge of digital video, CD-ROM and network delivery techniques. Experience may also include areas of expertise such as media selection, web-based training, interactive video-teletraining, computer-based training, instructional videos, instructor led courses, synchronous/asynchronous training, self-study materials, and training device fabrication/integration.

Functional Responsibility: As part of a task team develops training products and/or provides training services. Performs training course/curricula design and/or the authoring, media digitization, and graphics implementation of training products. Responsibilities may also include defining curricula and creating
course content/materials such as teacher’s guides, grading schemes, student handouts, laboratory exercise, tests, and audiovisual presentation materials. Responsible for setting up and conducting classes, soliciting student feedback, and reporting on student performance. As an analyst, performs assessments and develops input to training program management plans to support acquisition and life cycle support requirements planning. Monitors training program schedules and integrates/develops recommendations for corrective or remedial action. Develops content for contract technical packages (SOW, CDRL, Specifications).

Minimum Education: Bachelors degree in technical field, computer science, instructional technology, or education

48. Job Title: **PES Principal Network Engineer (Offered for PES SINs: 1-6)**

Minimum/General Experience: Eight years of experience in a related field. Training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Demonstrated leadership skills for planning, organizing, leading, and controlling the cost/technical/schedule activities of a project. Experience in network design, integration, and implementation incidental to engineering associated with design/development of electronic and electro-mechanical systems. Experience in representative networking technologies of ISDN, FDDI, SONET, ATM, Ethernet, Token Ring, and similar modern network topologies and protocols. Knowledge of installing, configuring, integrating, and testing hubs/concentrators, bridges, routers, servers, gateways, network switching devices, and/or multiplexed information systems. Thorough knowledge of network and computer security practices, processes, and procedures. Proficient in data communication protocols and standards including IEEE 802.3, Token Ring, TCP/IP, and/or DoD Standards.

Functional Responsibility: Supervises engineering and technical support personnel in the design, engineering, integration, installation, configuration, and certification of certifies network components and systems to meet complex integration requirements associated with data transfer between system and subsystem components.

Minimum Education: Bachelor's degree in an engineering or computer science discipline.

49. Job Title: **PES Senior Network Engineer (Offered for PES SINs: 1-6)**

Minimum/General Experience: Six years of experience in a related field. Demonstrated specialized expertise in network engineering as applied to analysis of engineering requirements. Experience in network design, integration, and implementation incidental to engineering associated with design/development of electronic and electro-mechanical systems. Experience in representative networking technologies of ISDN, FDDI, SONET, ATM, Ethernet, Token Ring, and similar modern network topologies and protocols. Knowledge of installing, configuring, integrating, and testing hubs/concentrators, bridges, routers, servers, gateways, network switching devices, and/or multiplexed information systems. Thorough knowledge of network and computer security practices, processes, and procedures. Proficient in data communication protocols and standards including IEEE 802.3, Token Ring, TCP/IP, and/or DoD Standards.

Functional Responsibility: As part of a task team, designs, engineers, integrates, installs, configures, and certifies network components and systems to meet complex integration requirements associated with data transfer between system and subsystem components.

Minimum Education: Bachelor’s degree in an engineering or computer science discipline.

50. Job Title: **PES Principal System Software Architect (Offered for PES SINs: 1-6)**

Minimum/General Experience: Training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Over ten years of progressive experience as a systems software designer, systems analyst and programmer associated
with architecture analysis, design, development, documentation and implementation of software as required to support the integration, simulation and modeling, and production of system prototypes/first articles, including the support of test activities.

**Functional Responsibility:** Responsible for working independently and performing direct interface with customer senior technical, and management personnel for investigating system/software concepts, architecture alternatives, design and integration processes, and life cycle support issues. Performs high order software engineering analyses, problem resolution, and provides specialized expertise for requirements analysis, design, implementation, documentation and testing of software to support complex command, control, combat, computer, intelligence and surveillance systems.

**Minimum Education:** Bachelor’s degree in computer science, mathematics or other technical discipline.

51. **Job Title:** PES Senior Software Engineer (Offered for PES SINs: 1-6)

**Minimum/General Experience:** Eight years of experience in a related field. Specific/unique technical expertise and associated specialized experience as a computer systems analyst and programmer associated with the design, development, documentation and implementation of software as required for the design, integration, simulation and modeling, and production of system prototypes/first articles, including the support of test activities. Proven ability to work independently and lead subtask efforts. Knowledge of the appropriate software languages and conventions applicable to the system/task.

**Functional Responsibility:** Supervises software engineering personnel in the development of software products and for providing support services. Performs requirements analysis, design, development of code, documentation and testing of software to support complex command, control, combat, computer, intelligence and surveillance systems design, integration, modeling, simulation, prototype development and test activities.

**Minimum Education:** Bachelor’s degree in computer science, mathematics or other technical discipline

52. **Job Title:** PES Software Engineer (Offered for PES SINs: 1-6)

**Minimum/General Experience:** Five years of experience as a computer systems analyst and programmer associated with the design, development, documentation and implementation of software as required for the design, integration, simulation and modeling, and production of system prototypes/first articles, including the support of test activities. Proven ability to work as part of a task team. Knowledge of the appropriate software languages and conventions applicable to the system/task.

**Functional Responsibility:** Under the supervision of senior staff, responsible for performing requirements analysis, design, development of code, documentation and testing of software to support complex command, control, combat, computer, intelligence and surveillance systems design, integration, modeling, simulation, prototype development and test activities.

**Minimum Education:** Bachelor’s degree in computer science, mathematics or other technical discipline

53. **Job Title:** PES Project Control Analyst (Offered for PES SINs: 1-6)

**Minimum/General Experience:** Demonstrated ability to manage a specific task effort or to supervise other analysts. Five years of experience associated with Government Agency/DoD project management support/execution as well as systems acquisition policy and procedures. If required, experience is to include electronic commerce and Internet transactions/search. Provides services in the planning/monitoring of project budgets and schedules, the development of project control measures, the tracking of program deliverables, the development of procurement packages, the analysis of program strategies, and the preparation and review of program briefings. Must have knowledge of contract types, contract sections, funding types and sources, and contract processes.
Functional Responsibility: Responsible for the support of project management functions to include systems acquisition planning and electronic commerce. Position is required to assist project managers in developing program strategies, documents, and briefings; as well as in planning, controlling and monitoring program execution status.

Minimum Education: Bachelors degree in business discipline.

54. Job Title: PES Senior Documentation Specialist (Offered for PES SINs: 1-6)

Minimum/General Experience: Five years of experience in technical writing and editing; documentation management and control; and/or review and preparation of specifications, drawings and manuals. Experience in database systems establishment and utilization.

Functional Responsibility: Responsible for technical writing and editing support to engineering staff for finalization of management and engineering documentation products including reports and studies. Prepares briefings and presentations. Reviews/edits specifications, drawings, and manuals.

Minimum Education: Bachelors degree in appropriate field.

55. Job Title: PES Documentation Specialist (Offered for PES SINs: 1-6)

Minimum/General Experience: Two years of experience in technical writing and editing; documentation management and control; and/or review and preparation of specifications, drawings and manuals. Experience in database systems establishment and utilization.

Functional Responsibility: Responsible for technical writing and editing support to engineering staff for finalization of management and engineering documentation products including reports and studies. Prepares briefings and presentations. Reviews/edits specifications, drawings, and manuals.

Minimum Education: High School Diploma

56. Job Title: PES Senior AutoCAD Specialist/Operator (Offered for PES SINs: 1-6)

Minimum/General Experience: Over five years of experience in preparing specifications and drawings using AutoCAD and related engineering design software. Experienced in proper use of printers, plotters, and other AutoCAD peripheral devices. Proficient in engineering design software quality assurance standards.

Functional Responsibility: Creates original AutoCAD drawings from sketches or red-lined design or arrangement drawings and/or specifications.

Minimum Education: Associates degree in an engineering discipline, systems design, or computer science

57. Job Title: PES AutoCAD Specialist/Operator (Offered for PES SINs: 1-6)

Minimum/General Experience: Three years of experience in preparing specifications and drawings using AutoCAD and related engineering design software. Experienced in proper use of printers, plotters, and other AutoCAD peripheral devices. Proficient in engineering design software quality assurance standards.

Functional Responsibility: Creates original AutoCAD drawings from sketches or red-lined design or arrangement drawings and/or specifications.
Minimum Education: Associates degree in an engineering discipline, systems design, or computer science

58. Job Title: **PES Administrative Specialist (Offered for PES SINs: 1-6)**

Minimum/General Experience: Four years of experience in project/program administration. Proven administrative skills associated with project office or operational support functions including the development of correspondence; the coordination and scheduling of meetings, training sessions and conferences; and the oversight of daily office operations. Demonstrated familiarity with engineering-related nomenclature and Government/DoD correspondence standards and procedures.

Functional Responsibility: Performs administrative duties required to support project management staff and ongoing office operations. Develops/implements office administrative procedures in accordance with organizational and project policies. Schedules/coordinates meetings and conferences. Composes correspondence that requires an understanding of engineering/technical nomenclature. Prepares required administrative reports.

Minimum Education: High school diploma

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**Educational Equivalency applicable to all labor categories:**

<table>
<thead>
<tr>
<th>Degree</th>
<th>Related Experience Substitution</th>
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<tbody>
<tr>
<td>Associate’s</td>
<td>2 Years</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>5 Years</td>
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<tr>
<td>Master’s</td>
<td>Bachelor’s + 2 years</td>
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<tr>
<td>PhD</td>
<td>Masters + 3 years</td>
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