



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>.

Multiple Award Schedule (MAS)

Contract Number: GS-00F-0001R

Contract Period: April 01, 2013 - March 31, 2023

Federal Supply Group: PROFESSIONAL SERVICES Class: R408, R414, R425, F999

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov

GEM Technology International, Corp.

2665 South Bayshore Drive

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Miami, FL 33133

Phone: (305) 447-1344

Fax: (305) 447-3830

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Contract Administration: Rachel A. Buenafe

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Price List current as of Modification #PS-0042 effective

February 11, 2021

Business Size: Small, Disadvantaged, Woman Owned Small Business (WOSB), Economically Disadvantaged Woman Owned Small Business (EDWOSB)

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to item descriptions and awarded prices:

| SIN | Recovery | SIN Description |
|-----------|----------------------------|--|
| 541715 | DISAST PURCH | Engineering Research and Development and Strategic Planning |
| 541330ENG | DISAST PURCH | Engineering Services |
| 541611 | DISAST PURCH | Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services |
| 541620 | DISAST PURCH | Environmental Consulting Services |
| 561612 | DISAST PURCH | Security Guards and Patrol Services |
| 562910REM | DISAST PURCH | Environmental Remediation Services |
| 611430 | DISAST PURCH | Professional and Management Development Training |
| OLM | COOP DISAST PURCH PURCH | Order Level Materials (OLM) |

- 1b. Lowest Priced Model Number and Price for each SIN: See Schedule Price List Page 8**
- 1c. Hourly Rates - Description of All Corresponding Commercial Job Titles, Experience, Functional Responsibility and Education: See Labor Category Descriptions Page 17**
- 2. Maximum Order: \$1,000,000.00**
- 3. Minimum Order: \$100.00**
- 4. Geographic Coverage (delivery Area):** Domestic Delivery to the Continental 48 US States, Washington, DC, Alaska, Hawaii, and Puerto Rico
- 5. Point(s) of production (city, county, and state or foreign country):**
2665 South Bayshore Drive, Suite M103-6, Miami, FL 33133
- 6. Discount from list prices or statement of net price:** Government Net Prices (discounts already deducted).
- 7. Quantity discounts:** 2% on orders exceeding \$500,000.00
- 8. Prompt payment terms:** Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
- 9. Foreign items (list items by country of origin):** None
- 10a. Time of Delivery:** From date of award to date of completion (services only)
- 10b. Expedited Delivery:** Contact Contractor
- 10c. Overnight and 2-day delivery:** Contact Contractor
- 10d. Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to

effect a faster delivery: Contact Contractor

11. **F.O.B Points(s):** Destination
- 12a. **Ordering Address:** 2665 South Bayshore Drive, Suite M103-6, Miami, FL 33133
Phone: 305.447.1344/Fax: 305.447.3830
- 12b. **Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), are found in Federal Acquisition Regulation (FAR) 8.405-3.**
13. **Payment Address:** 2665 South Bayshore Drive, Suite M103-6, Miami, FL 33133
Phone: 305.447.1344 / Fax: 305.447.3830
14. **Warranty provision:** Contractor's standard commercial warranty.
15. **Export Packing Charges (if applicable):** N/A
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 applicable):** 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. **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. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.:**
N/A
23. **Data Universal Numbering System (DUNS) number:** 617874821
24. **Notification regarding registration in System for Award Management (SAM) database:** Registered



GEM Technology (GEM) is a premier minority woman-owned, small disadvantaged business support services provider of precision executed high-level Safeguards & Security Services, Physical Security, Investigation Services, Emergency Management, Engineering, Insider Threat and Cyber Security Services, and Environmental & Safety Services. Our Federal staff and experts deliver the right combination of domain and multi-discipline expertise to our clients. As a successful small business, GEM strives to deliver acute and responsive deliverables that are effective in meeting all client goals and objectives.

GEM is a Federal government Top Secret (TS) facility-cleared contractor at both DOE and DOJ, providing highly skilled TS/SCI and Q-cleared staff on most tasks. For fast, efficient contracting purposes, GEM has several GSA Schedule contracts, Basic Purchase Agreements (BPA), and Basic Ordering Agreements (BOA) in place to substantially curtail the time and effort to award a contract.

GEM offers the SMART WAY™ to do business ensuring the health, safety, and security of the public, the workforce, our National Security, and worldwide Global Environment for all deliverables. Since 1994, Federal government agencies have trusted GEM to help advance mission goals and deliver results. With over 25 years of providing distinguished qualified staffing, GEM brings a thorough understanding of government contracting and the vision of emerging trends in the industry. GEM uses the SMART WAY™ to deliver highly reliable and effective solutions that provide our clients with current technologies and tools available to help foster and increase productivity.

Safeguards & Security

GEM has more than 25 years of progressively responsible experience at various Federal government Agencies providing expert safeguards and security services. Our professional experts have extensive experience in all disciplines of safeguards and security and provide security support to our flagship customers – the Department of Energy (DOE), the National Nuclear Security Administration (NNSA), and the Department of Homeland Security and (DHS). GEM also provided support for many commercial customers that manage multiple DOE nuclear facilities, laboratories, and environmental sites nationwide.

- Security Policy Development and Implementation
- Vulnerability and Risk Assessments
- Protection of Classified and Sensitive Information
- Technical Security
- Protective Forces
- International Nuclear Safeguards
- Cyber Security
- Emergency Management

Environmental Management

GEM provides exceptional support by establishing, assessing, and maintaining the proper facility and operational safety authorization basis, and the maintenance of effective integrated Safety Management Systems at most of the DOE/NNSA facilities. Our environmental engineering staff and site remediation programs have assured compliance with all regulations and provides the basis for effective clean-up of contaminated facilities/sites and the return of work areas to their original environmental state.

- Health & Safety
- Environmental Planning, Regulatory Compliance, & Permitting Services
- Engineering Site Remediation
- Site Characterization
- Solid, Hazardous, & Mixed Waste Management
- Multi-Media Sampling, Sample Management, & Quality Control

Engineering

GEM's innovative engineering assures appropriate design and effective system integration. Fundamental to GEM's success is the commitment of our professional engineers to our customer, and fully guaranteed work.

- Electrical Engineering & Instrumentation
- Mechanical Engineering
- Biological & Industrial Engineering
- Nuclear Engineering
- Structural & Civil Engineering
- Systems Integration
- Electronic Data Management
- Project Control & Cost Estimating

Personnel Security

GEM currently provides multi-level physical security, personnel security and high-level access control services to several agencies nationwide, and provides security support to worldwide US entities under several contracting BOAs and other contracting vehicles. In addition, GEM senior security and management specialists conduct interviews, adjudication and final reviews for employment worldwide. GEM implements national policy and integrates programmatic support among its Federal, State and local partners, and has the ability to respond to incidents domestically and worldwide.

- Administration and Project Management
- Program Management Support
- Security Support Services
- Physical Security & Access Control Services
- Training Services
- Counterintelligence
- Role Players

Counterintelligence & Counterterrorism

GEM has been providing specialized Counterintelligence (CI) and Counterterrorism (CT) support in the areas of technical, management, and administrative services for implementing proactive and preventative processes to deter and counter threats to national security. GEM relies on the leadership and experience of its highly effective staff with backgrounds in criminal investigative programs such as the Federal Bureau of Investigation (FBI), Department of Energy (DOE), National Geospatial Agency (NGA) and the CI Community to support program needs.

- GEM's Counterintelligence and Counterterrorism Support
- Program Management Services
- Security Services
- Emergency Management Services
- Training Services
- Logistics and Administrative Services

Cyber Security




GEM relies on the leadership and experience of its highly effective staff of cyber experts with over 10 years of experience in Information Technology, Cyber Security, Systems Engineering, Systems/Network Administration, and conducting complex cyber investigations; applying industry-leading tradecraft and cutting-edge cyber capabilities to support this evolving and growing priority. GEM'S Certified Information Systems Security Professional (CISSP)-certified cyber professionals engineer, test, and integrate various Network Defense technologies including Snort Intrusion Detection System (IDS) sensors, SourceFire IDS, Blue Coat Security Analytics Platform, HBGary Active Defense, FireEye, and Host Based Security System (HBSS) modules in compliance with Intelligence Community (IC) security standards.


- GEM's Cyber Security Support
- Program Management Services
- Engineering Services
- Security Services
- Training Services

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST
2020 - 2021**

| SINs | Labor Categories | Price |
|---|------------------------------------|----------|
| 541715, 541330ENG  | Nuclear Physicist | \$182.14 |
| 541715, 541330ENG  | Subject Matter Expert I | \$100.10 |
| 541715, 541330ENG  | Subject Matter Expert II | \$132.25 |
| 541715, 541330ENG  | Subject Matter Expert III | \$173.14 |
| 541715, 541330ENG  | Sr. Technical Advisor | \$145.06 |
| 541715, 541330ENG  | Health Physics Specialist II | \$72.33 |
| 541715, 541330ENG  | Management and Program Analyst I | \$45.02 |
| 541715, 541330ENG  | Management and Program Analyst II | \$60.41 |
| 541715, 541330ENG  | Management and Program Analyst III | \$84.38 |
| 541715, 541330ENG  | Budget Analyst I | \$55.77 |
| 541715, 541330ENG  | Budget Analyst II | \$74.68 |
| 541715, 541330ENG  | Budget Analyst III | \$88.27 |
| 541715, 541330ENG  | Engineer I | \$83.15 |
| 541715, 541330ENG  | Engineer II | \$117.52 |
| 541715, 541330ENG  | Engineer III | \$126.28 |

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|---|-------------------------|----------|
| 541715, 541330ENG  | Engineer IV | \$162.02 |
| 541715, 541330ENG  | Engineering Manager I | \$155.36 |
| 541715, 541330ENG  | Engineering Manager II | \$183.62 |
| 541715, 541330ENG  | Engineering Manager III | \$195.51 |
| 541715, 541330ENG  | Field Engineer I | \$83.15 |
| 541715, 541330ENG  | Field Engineer II | \$101.85 |
| 541715, 541330ENG  | Field Engineer III | \$126.28 |
| 541715, 541330ENG  | Principal Engineer I | \$195.51 |
| 541715, 541330ENG  | Principal Engineer II | \$246.85 |
| 541715, 541330ENG  | Principal Engineer III | \$265.52 |
| 541715, 541330ENG  | Project Engineer I | \$162.02 |
| 541715, 541330ENG  | Project Engineer II | \$195.51 |
| 541715, 541330ENG  | Project Engineer III | \$265.52 |
| 541715, 541330ENG  | Project Manager I | \$192.84 |
| 541715, 541330ENG  | Project Manager II | \$229.13 |
| 541715, 541330ENG  | Project Manager III | \$249.70 |
| 541715, 541330ENG  | Program Manager I | \$190.67 |




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|---|--------------------------------|----------|
| 541715, 541330ENG  | Program Manager II | \$229.13 |
| 541715, 541330ENG  | Program Manager III | \$296.58 |
| 541715, 541330ENG  | Quality Control Technician I | \$72.85 |
| 541715, 541330ENG  | Quality Control Technician II | \$88.27 |
| 541715, 541330ENG  | Quality Control Technician III | \$100.50 |
| 541715, 541330ENG  | Surveyor I | \$63.15 |
| 541715, 541330ENG  | Surveyor II | \$83.15 |
| 541715, 541330ENG  | Surveyor III | \$101.85 |
| 541715, 541330ENG  | Technical Analyst I | \$82.85 |
| 541715, 541330ENG  | Technical Analyst II | \$102.82 |
| 541715, 541330ENG  | Technical Analyst III | \$129.93 |
| 541715, 541330ENG  | Technical Expert I | \$170.58 |
| 541715, 541330ENG  | Technical Expert II | \$211.85 |
| 541715, 541330ENG  | Technical Expert III | \$270.27 |
| 541715, 541330ENG  | Technical Expert IV | \$296.58 |
| 541715, 541330ENG  | Technical Expert V | \$407.41 |
| 541715, 541330ENG  | Trainer I | \$80.49 |

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|--|---------------------------|----------|
| 541715, 541330ENG  | Trainer II | \$87.59 |
| 541715, 541330ENG  | Trainer III | \$115.43 |
| 541715, 541330ENG  | CADD Operator I | \$70.05 |
| 541715, 541330ENG  | Drafter I | \$54.35 |
| 541715, 541330ENG  | Drafter II | \$66.97 |
| 541715, 541330ENG  | Drafter III | \$82.85 |
| 541715, 541330ENG  | Engineering Assistant I | \$43.60 |
| 541715, 541330ENG  | Engineering Assistant II | \$48.89 |
| 541715, 541330ENG  | Engineering Assistant III | \$54.99 |
| 541715, 541330ENG  | Specification Writer I | \$56.50 |
| 541715, 541330ENG  | Specification Writer II | \$87.13 |
| 541715, 541330ENG  | Specification Writer III | \$101.85 |
| 541715, 541330ENG  | Technical Editor I | \$74.68 |
| 541715, 541330ENG  | Technical Editor II | \$87.13 |
| 541715, 541330ENG  | Technical Editor III | \$99.88 |
| 541611, 561612, 611430  | Analyst I* | \$28.84 |
| 541611, 561612, 611430  | Analyst II* | \$41.35 |

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|--|---------------------------------|-----------------|
| 541611, 561612, 611430  | Consultant I | \$90.47 |
| 541611, 561612, 611430  | Consultant II | \$103.38 |
| 541611, 561612, 611430  | Financial Analyst I | \$81.46 |
| 541611, 561612, 611430  | Financial Analyst II | \$104.03 |
| 541611, 561612, 611430  | Network Engineer I | \$86.64 |
| 541611, 561612, 611430  | Network Engineer II | \$110.66 |
| 541611, 561612, 611430  | Policy Analyst I | \$104.00 |
| 541611, 561612, 611430  | Policy Analyst II | \$120.30 |
| 541611, 561612, 611430  | Policy Analyst III | \$130.34 |
| 541611, 561612, 611430  | Principle Consultant I | \$135.70 |
| 541611, 561612, 611430  | Principle Consultant II | \$147.30 |
| 541611, 561612, 611430  | Principle Consultant III | \$170.57 |
| 541611, 561612, 611430  | Project Manager I | \$71.07 |
| 541611, 561612, 611430  | Project Manager II | \$104.67 |
| 541611, 561612, 611430  | Project Manager III | \$129.88 |
| 541611, 561612, 611430  | Security Analyst I | \$70.66 |
| 541611, 561612, 611430  | Security Analyst II | \$81.46 |

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| 541611, 561612, 611430  | Security Analyst III | \$104.03 |
| 541611, 561612, 611430  | Security Specialist | \$117.66 |
| 541611, 561612, 611430  | Senior Analyst I | \$58.15 |
| 541611, 561612, 611430  | Senior Analyst II | \$82.12 |
| 541611, 561612, 611430  | Senior Consultant I | \$116.30 |
| 541611, 561612, 611430  | Senior Consultant II | \$131.99 |
| 541611, 561612, 611430  | Senior Security Specialist I | \$128.00 |
| 541611, 561612, 611430  | Senior Security Specialist II | \$151.99 |
| 541611, 561612, 611430  | Technical Analyst I | \$66.41 |
| 541611, 561612, 611430  | Technical Analyst II | \$83.68 |
| 541611, 561612, 611430  | Technical Analyst III | \$104.03 |
| 541611, 561612, 611430  | Administrative Assistant I* | \$31.99 |
| 541611, 561612, 611430  | Administrative Assistant II* | \$37.59 |
| 541611, 561612, 611430  | Administrative Assistant III | \$47.61 |
| 541611, 561612, 611430  | Administrative Specialist I | \$48.88 |
| 541611, 561612, 611430  | Administrative Specialist II | \$55.15 |
| 541611, 561612, 611430  | Administrative Specialist III | \$62.65 |

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|--|--------------------------------------|---------|
| 541611, 561612, 611430  | Senior Administrative Specialist I | \$50.05 |
| 541611, 561612, 611430  | Senior Administrative Specialist II | \$55.15 |
| 541611, 561612, 611430  | Senior Administrative Specialist III | \$61.37 |
| 541620, 562910REM  | Environmental Analyst I* | \$33.08 |
| 541620, 562910REM  | Environmental Analyst II | \$45.01 |
| 541620, 562910REM  | Environmental Analyst III | \$62.96 |
| 541620, 562910REM  | Environmental Assistant I* | \$27.58 |
| 541620, 562910REM  | Environmental Assistant II* | \$37.97 |
| 541620, 562910REM  | Environmental Assistant III* | \$51.23 |
| 541620, 562910REM  | Environmental Engineer I | \$38.62 |
| 541620, 562910REM  | Environmental Engineer II | \$49.71 |
| 541620, 562910REM  | Environmental Engineer III | \$63.06 |
| 541620, 562910REM  | Environmental Manager I | \$54.94 |
| 541620, 562910REM  | Environmental Manager II | \$66.37 |
| 541620, 562910REM  | Environmental Manager III | \$86.17 |
| 541620, 562910REM  | Environmental Scientist I* | \$30.90 |
| 541620, 562910REM  | Environmental Scientist II | \$42.20 |

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|---|---|-----------------|
| 541620, 562910REM  | Environmental Scientist III | \$59.37 |
| 541620, 562910REM  | Environmental Software Developer I | \$38.62 |
| 541620, 562910REM  | Environmental Software Developer II | \$54.79 |
| 541620, 562910REM  | Principal Environmental Engineer I | \$75.03 |
| 541620, 562910REM  | Principal Environmental Engineer II | \$98.51 |
| 541620, 562910REM  | Principal Environmental Engineer III | \$131.26 |
| 541620, 562910REM  | Program Analyst I | \$50.50 |
| 541620, 562910REM  | Program Analyst II | \$67.25 |
| 541620, 562910REM  | Program Analyst III | \$91.33 |
| 541620, 562910REM  | Technical Expert I | \$110.34 |
| 541620, 562910REM  | Technical Expert II | \$146.89 |
| 541620, 562910REM  | Administrative Assistant I* | \$31.99 |
| 541620, 562910REM  | Administrative Assistant II* | \$37.59 |
| 541620, 562910REM  | Administrative Assistant III | \$47.61 |
| 541620, 562910REM  | Administrative Specialist I | \$48.88 |
| 541620, 562910REM  | Administrative Specialist II | \$55.15 |

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|---|--------------------------------------|----------------|
| 541620, 562910REM DISAST PURCH | Administrative Specialist III | \$62.65 |
| LABOR CATEGORIES WITH * IS APPLICABLE TO THE SCA | | |

The Service Contract Labor Standards (SCLS) formerly the Service Contract Act (SCA) apply to this contract and it includes the SCLS applicable labor categories. Labor Categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

| SCLS/SCA Matrix | | |
|--|-----------------------------------|------------------|
| MANAGEMENT and FINANCIAL CONSULTING, ACQUISITION GRANTS, MANAGEMENT SUPPORT, and BUSINESS PROGRAM & PROJECT MANAGEMENT SERVICES | | |
| SCA Eligible Contract Labor Category | SCA Equivalent Code Title | WD Number |
| Administrative Assistant I | 01112 – General Clerk II | 15-4543 |
| Administrative Assistant II | 01020 – Administrative Assistant | 15-4543 |
| Analyst I | 01312 – Secretary II | 15-4543 |
| Analyst II | 01313 – Secretary III | 15-4543 |
| ENVIRONMENTAL CONSULTING and REMEDIATION SERVICES | | |
| SCA Eligible Contract Labor Category | SCA Equivalent Code Title | WD Number |
| Environmental Analyst I | 30210 – Laboratory Technician | 15-4543 |
| Environmental Assistant I | 30081 – Engineering Technician I | 15-4543 |
| Environmental Assistant II | 30084 – Engineering Technician IV | 15-4543 |
| Environmental Assistant III | 30086 – Engineering Technician VI | 15-4543 |
| Environmental Scientist I | 30090 – Environmental Technician | 15-4543 |
| Administrative Assistant I | 01112 – General Clerk II | 15-4543 |
| Administrative Assistant II | 01020 – Administrative Assistant | 15-4543 |

LABOR CATEGORY DESCRIPTIONS

| Engineering Research and Development and Strategic Planning/Engineering Services Position Description Technical/Professional Positions NEW SINS 541715, 541330ENG, <small>DISAST PURCH</small> | |
|---|---|
| Title Education Min. Years' Experience Training/Certifications Description | <p>Nuclear Physicist</p> <p>BA/BS</p> <p>10</p> <p>—</p> <p>Performs the functions of a technical expert in the field of physics specific to the constituent and interactions of atomic nuclei. Applies scientific expertise in defining and resolving system issues, performing analysis and developing plans and requirements in the subject matter area for complex systems. Coordinates and manages the preparation of analyses, evaluations, and recommendations for proper implementation of programs and systems.</p> |
| Title Education Min. Years' Experience Training/Certifications Description | <p>Subject Matter Expert I</p> <p>BA/BS</p> <p>5</p> <p>—</p> <p>5 or more years' experience analyzing intelligence and law enforcement information and sources to detect and neutralize activities that would prevent rogue nations and terrorists from acquiring, transporting, and deploying weapons of mass destruction on US personnel and interests. The subject matter expert shall have a familiarity with US government strategies, policies and plans involving WMD investigations to target, interdict, secure and eliminate weapons, materials, delivery systems, and other WMD targets that pose a threat to national security.</p> |
| Title Education Min. Years' Experience Training/Certifications Description | <p>Subject Matter Expert II</p> <p>BA/BS</p> <p>10</p> <p>—</p> <p>10 or more years' experience analyzing intelligence and law enforcement information and sources to detect and neutralize activities that would prevent rogue nations and terrorists from acquiring, transporting, and deploying weapons of mass destruction on US personnel and interests. The subject matter expert shall have familiarity with US government strategies, policies and plans involving WMD investigations to target, interdict, secure and eliminate weapons, materials, delivery systems, and other WMD targets that pose a threat to national security.</p> |
| Title Education Min. Years' Experience Training/Certifications Description | <p>Subject Matter Expert III</p> <p>BA/BS</p> <p>15</p> <p>—</p> <p>15 or more years' experience analyzing intelligence and law enforcement information and sources to detect and neutralize activities that would prevent rogue nations and terrorists from acquiring, transporting, and deploying weapons of mass destruction on US personnel and interests. The subject matter expert shall have familiarity with US government strategies, policies and plans involving WMD investigations to target, interdict, secure and eliminate weapons, materials, delivery systems, and other WMD targets that pose a threat to national security.</p> |

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|-------------------------|---|
| Title | Sr. Technical Advisor |
| Education | BA/BS |
| Min. Years' Experience | 20 |
| Training/Certifications | — |
| Description | 20 or more years' experience dealing with the CBRNE threats. Is conversant with the Weapons of Mass Destruction (WMD) national policy, as well as subordinate strategies, plans and policies at the national and departmental levels. Has a thorough understanding of CBRNE weapons and their effects. |
| Title | Health Physics Specialist II |
| Education | AA |
| Min. Years' Experience | 5 |
| Training/Certifications | OSHA 40-hr Hazwoper Training with current 8-hr annual refresher training; OSHA 8-hr Hazwoper Supervisor training. Current completed DOE Core Academic training (training may include completion of NAVSEA training and/or NRRPT registry). |
| Description | Under management supervision, provide routine radiation monitoring support for assigned locations. Performs workplace radiological surveillance and monitoring of conditions. Provides radiological support for routine activities to ensure compliance with specified procedures, including 10 CFR 835 requirements. Supervises junior technicians in proper application of radiological protection techniques. Prepares and maintains documentation and reports of monitoring and surveillance activities. Implement radiation protection procedures to a wide range of activities and functions. Reviews and approves radiological reports. Drafts, revises and implements radiation work permits for various tasks. Reviews and revises radiological procedures, as needed. Supervises, trains and mentors junior technicians. Responds to radiological emergency situations. |
| Title | Management and Program Analyst I |
| Education | BS |
| Min. Years' Experience | 1 |
| Training/Certifications | — |
| Description | Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Directs the activities of junior staff as necessary. |
| Title | Management and Program Analyst II |
| Education | BA/BS |
| Min. Years' Experience | 3 |
| Training/Certifications | — |
| Description | Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Directs the activities of junior staff as necessary. |

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|--|--|
| Title Education Min. Years' Experience Training/Certifications Description | Management and Program Analyst III BA/BS 5 — Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies. |
| Title Education Min. Years' Experience Training/Certifications Description | Budget Analyst I BS 1 — Plans, designs, and conducts research to aid in interpretation of economic relationships and in solution of problems arising from production and distribution of goods and services. Studies economic and statistical data in area of specialization, such as finance or labor. Devises methods and procedures for collecting and processing data, utilizing knowledge of available sources of data and various econometric and sampling techniques. Compiles data relating to research area, such as productivity, wages, and hours. Reviews and analyzes economic data in order to prepare reports detailing results of investigation, and to stay abreast of economic changes. Organizes data into report format and arranges for preparation of graphic illustrations of research findings. Formulates recommendations, policies, or plans to aid in interpretation or solution of economic problems. May supervise and assign work to staff. May testify at regulatory or legislative hearings to present recommendations. May specialize in specific economic area or commodity. |
| Title Education Min. Years' Experience Training/Certifications Description | Budget Analyst II BS 5 — Plans, designs, and conducts research to aid in interpretation of economic relationships and in solution of problems arising from production and distribution of goods and services. Studies economic and statistical data in area of specialization, such as finance or labor. Devises methods and procedures for collecting and processing data, utilizing knowledge of available sources of data and various econometric and sampling techniques. Compiles data relating to research area, such as productivity, wages, and hours. Reviews and analyzes economic data in order to prepare reports detailing results of investigation, and to stay abreast of economic changes. Organizes data into report format and arranges for preparation of graphic illustrations of research findings. Formulates recommendations, policies, or plans to aid in interpretation or solution of economic problems. May supervise and assign work to staff. May testify at regulatory or legislative hearings to present recommendations. May specialize in specific economic area or commodity. |
| Title Education Min. Years' Experience Training/Certifications Description | Budget Analyst III BS 10 — Plans, designs, and conducts research to aid in interpretation of economic relationships and in solution of problems arising from production and distribution of goods and services. Studies economic and statistical data in area of specialization, |

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| | such as finance or labor. Devises methods and procedures for collecting and processing data, utilizing knowledge of available sources of data and various econometric and sampling techniques. Compiles data relating to research area, such as productivity, wages, and hours. Reviews and analyzes economic data in order to prepare reports detailing results of investigation, and to stay abreast of economic changes. Organizes data into report format and arranges for preparation of graphic illustrations of research findings. Formulates recommendations, policies, or plans to aid in interpretation or solution of economic problems. May supervise and assign work to staff. May testify at regulatory or legislative hearings to present recommendations. May specialize in specific economic area or commodity. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineer I BA/BS 1 — Participates in the engineering design, testing, and documentation of various technical systems under general supervision; provides technical support and subject matter expertise as requested; and may serve as a technical team leader. Plans, designs, and directs engineering projects. Analyzes reports, maps, drawings, blueprints, tests, and other technically related data to plan and design project. Calculates cost and determines feasibility of project based on analysis of collected data, applying knowledge and techniques of engineering, and advanced mathematics. Prepares or directs preparation and modification of reports, specifications, plans, construction schedules, environmental impact studies, and designs for project. Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and safety standards. May direct construction and maintenance activities at project site. May use computer-assisted engineering and design software and equipment to prepare engineering and design documents. May be designated according to specialty or product. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineer II BA/BS 4 — Conducts the engineering design, testing, and documentation of various technical systems; provides technical support and subject matter expertise as requested; may serve as a technical team or task leader. Plans, designs, and directs engineering projects. Analyzes reports, maps, drawings, blueprints, tests, and other technically related data to plan and design project. Calculates cost and determines feasibility of project based on analysis of collected data, applying knowledge and techniques of engineering, and advanced mathematics. Prepares or directs preparation and modification of reports, specifications, plans, construction schedules, environmental impact studies, and designs for project. Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and safety standards. May direct construction and maintenance activities at project site. May use computer-assisted engineering and design software and equipment to prepare engineering and design documents. May be designated according to specialty or product. |
| Title Education Min. Years' Experience | Engineer III BA/BS 8 |

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| <p>Training/Certifications Description</p> | <p>—</p> <p>Conducts the engineering design, testing, and documentation of various technical systems at a highly technical level; provides technical support and subject matter expertise as requested. Engineers and designs various complex systems; performs highly technical engineering analyses for various systems; provides technical support to users; develops test procedures and plans according to various specification documents; performs on-site system testing at client locations; analyzes and evaluates test results and provides impact assessments and design recommendations to client. Conducts on-site system testing at client locations; analyzes and evaluates test results and provides impact assessments and design recommendations to client; identifies, documents, and evaluates functional requirements of clients; provides subject matter expertise for assigned areas; analyzes engineering designs to ensure equipment compatibility and proper performance; integrates and designs software systems; reviews, writes, and provides updates to technical documentation; identifies and assists with documentation of functional requirements for assigned projects; analyzes research and development plans; conducts research for system-related information as directed; and participates in design reviews, technical meetings, and briefings. May serve as a primary point of contact for clients.</p> |
| <p>Title Education</p> <p>Min. Years' Experience</p> <p>Training/Certifications Description</p> | <p>Engineer IV</p> <p>BA/BS</p> <p>12</p> <p>—</p> <p>Conducts the engineering design, testing, and documentation of various technical systems at a highly technical level; provides technical support and subject matter expertise as requested. Engineers and designs various complex systems; performs highly technical engineering analyses for various systems; provides technical support to users; develops test procedures and plans according to various specification documents; performs on-site system testing at client locations; analyzes and evaluates test results and provides impact assessments and design recommendations to client. Conducts on-site system testing at client locations; analyzes and evaluates test results and provides impact assessments and design recommendations to client; identifies, documents, and evaluates functional requirements of clients; provides subject matter expertise for assigned areas; analyzes engineering designs to ensure equipment compatibility and proper performance; integrates and designs software systems; reviews, writes, and provides updates to technical documentation; identifies and assists with documentation of functional requirements for assigned projects; analyzes research and development plans; conducts research for system-related information as directed; and participates in design reviews, technical meetings, and briefings. May serve as a primary point of contacts for clients.</p> |
| <p>Title Education</p> <p>Min. Years' Experience</p> <p>Training/Certifications Description</p> | <p>Engineering Manager I</p> <p>BA/BS</p> <p>5</p> <p>—</p> <p>Directs and coordinates activities of engineering department to design, manufacture, and test electronic components, products, and systems. Directs department activities, through subordinates, to design new products, modify existing designs, improve production techniques, and develop test procedures. Analyzes technology trends, human resource needs, and market demand to plan projects. Confers with management, production, and marketing staff to determine engineering feasibility, cost effectiveness, and customer demand for new and existing products. Forecasts</p> |

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| | operating costs of department and directs preparation of budget requests. Directs personnel activities of department, such as recruitment, hiring, performance evaluations, and salary adjustments. May direct field testing of products and systems performed by field staff. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineering Manager II BA/BS 8 — Directs and coordinates activities of engineering department to design, manufacture, and test electronic components, products, and systems. Directs department activities, through subordinates, to design new products, modify existing designs, improve production techniques, and develop test procedures. Analyzes technology trends, human resource needs, and market demand to plan projects. Confers with management, production, and marketing staff to determine engineering feasibility, cost effectiveness, and customer demand for new and existing products. Forecasts operating costs of department and directs preparation of budget requests. Directs personnel activities of department, such as recruitment, hiring, performance evaluations, and salary adjustments. May direct field testing of products and systems performed by field staff. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineering Manager III BA/BS 12 — Directs activities of workers in engineering department and advises management on engineering problems. Apportions work among engineering staff according to specialized training. Reviews engineering designs for neatness and accuracy. Directs engineering personnel in formulating plans, designs, cost estimates, and specifications for oil field or pipeline construction, maintenance, and modernization programs. Supervises engineering office workers computing operating budgets, compiling reports, and conducting special investigations and studies to evaluate efficiency of engineering programs. May apply knowledge of engineering to coordinate work of engineers engaged in solving problems. |
| Title Education Min. Years' Experience Training/Certifications Description | Field Engineer I BA/BS 1 — Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and safety standards. May direct construction and maintenance activities at project site. Surveys project sites to obtain and analyze topographical details of sites, using maps and surveying equipment. Drafts detailed dimensional drawings. Calculates dimensions, profile specifications, and quantities of materials such as steel, concrete, and asphalt, using calculator. Inspects construction site to determine conformance of site to design specifications. |
| Title Education Min. Years' Experience Training/Certifications Description | Field Engineer II BA/BS 4 — Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and safety standards. May direct construction and maintenance activities at project site. Surveys project sites to |

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| | obtain and analyze topographical details of sites, using maps and surveying equipment. Drafts detailed dimensional drawings. Calculates dimensions, profile specifications, and quantities of materials such as steel, concrete, and asphalt, using calculator. Inspects construction site to determine conformance of site to design specifications. |
| Title Education Min. Years' Experience Training/Certifications Description | Field Engineer III BA/BS 8 — Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and safety standards. May direct construction and maintenance activities at project site. Surveys project sites to obtain and analyze topographical details of sites, using maps and surveying equipment. Drafts detailed dimensional drawings. Calculates dimensions, profile specifications, and quantities of materials such as steel, concrete, and asphalt, using calculator. Inspects construction site to determine conformance of site to design specifications. |
| Title Education Min. Years' Experience Training/Certifications Description | Principal Engineer I BA/BS 10 PE Senior technical professional who performs highly specialized and technical tasks associated with most current technologies. May serve as a technical consultant to a project or to a number of projects relevant to their areas of engineering and technical expertise. Maintains current knowledge of relevant engineering processes, theories, design, and technologies. Possesses advanced knowledge of the principles, methods, and techniques used in the area of technical expertise. May serve as a program or project manager. |
| Title Education Min. Years' Experience Training/Certifications Description | Principal Engineer II BA/BS 15 PE Senior technical/engineering professional who acts as an adviser in complex and critical client projects. Provides expert advice to projects. May serve as technical manager for large programs and projects. |
| Title Education Min. Years' Experience Training/Certifications Description | Principal Engineer III BA/BS 20 PE Senior technical/engineering professional who acts as an adviser in complex and critical client projects. Provides expert scholarly advice to projects. May have attained highest levels within military, government and/or industry. May serve as technical manager for large programs. |
| Title Education Min. Years' Experience Training/Certifications | Project Engineer I BA/BS 4 — |

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| Description | Directs, coordinates, and exercises functional authority for planning, organization, control, integration, and completion of engineering project within area of assigned responsibility. Plans and formulates engineering program and organizes project staff according to project requirements. Assigns project personnel to specific phases or aspects of project, such as technical studies, product design, preparation of specifications and technical plans, and product testing, in accordance with engineering disciplines of staff. Reviews product design for compliance with engineering principles, company standards, customer contract requirements, and related specifications. Coordinates activities concerned with technical developments, scheduling, and resolving engineering design and test problems. Directs integration of technical activities and products. Evaluates and approves design changes, specifications, and drawing releases. Controls expenditures within limitations of project budget. Prepares interim and completion project reports. |
| Title Education Min. Years' Experience Training/Certifications Description | Project Engineer II BA/BS 6 — Directs, coordinates, and exercises functional authority for planning, organization, control, integration, and completion of engineering project within area of assigned responsibility. Plans and formulates engineering program and organizes project staff according to project requirements. Assigns project personnel to specific phases or aspects of project, such as technical studies, product design, preparation of specifications and technical plans, and product testing, in accordance with engineering disciplines of staff. Reviews product design for compliance with engineering principles, company standards, customer contract requirements, and related specifications. Coordinates activities concerned with technical developments, scheduling, and resolving engineering design and test problems. Directs integration of technical activities and products. Evaluates and approves design changes, specifications, and drawing releases. Controls expenditures within limitations of project budget. Prepares interim and completion project reports. |
| Title Education Min. Years' Experience Training/Certifications Description | Project Engineer III BA/BS 8 — Directs, coordinates, and exercises functional authority for planning, organization, control, integration, and completion of engineering project within area of assigned responsibility. Plans and formulates engineering program and organizes project staff according to project requirements. Assigns project personnel to specific phases or aspects of project, such as technical studies, product design, preparation of specifications and technical plans, and product testing, in accordance with engineering disciplines of staff. Reviews product design for compliance with engineering principles, company standards, customer contract requirements, and related specifications. Coordinates activities concerned with technical developments, scheduling, and resolving engineering design and test problems. Directs integration of technical activities and products. Evaluates and approves design changes, specifications, and drawing releases. Controls expenditures within limitations of project budget. Prepares interim and completion project reports. |
| Title Education Min. Years' Experience Training/Certifications | Project Manager I BA/BS 7 — |

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| Description | Plans, supervises, manages, and may participate technically in one or more projects. May supervise one or more mid-level project managers. Trains and supervises junior and mid-level personnel. Has authority for unsupervised technical decision and action. Demonstrated two years (minimum) experience in managing one or more projects and staff of comparable scope to the effort assigned. Manages project(s) size with values less than \$1M (annual). |
| Title Education Min. Years' Experience Training/Certifications Description | Project Manager II BA/BS 10 — Plans, supervises, manages, and may participate technically in one or more projects. May supervise one or more mid-level and senior level project managers. Trains and supervises junior, mid-level, and senior level personnel. Has authority for unsupervised technical decision and action. Demonstrated five years (minimum) experience in managing one or more projects and staff of comparable scope to the effort assigned. Manages project(s) size with values less than \$5M (annual). |
| Title Education Min. Years' Experience Training/Certifications Description | Project Manager III BA/BS 15 PE Plans, supervises, manages, and may participate technically in one or more projects. May supervise one or more mid-level and senior level project managers. Trains and supervises junior, mid-level, and senior level personnel. Has authority for unsupervised technical decision and action. Demonstrated ten years (minimum) experience in managing one or more projects and staff of comparable scope to the effort assigned. Manages project(s) size with values less than \$10M (annual). |
| Title Education Min. Years' Experience Training/Certifications Description | Program Manager I BA/BS 10 — Highest company line project management level. Plans, supervises, manages, and may participate technically in all projects within the operating unit. Typically supervises multiple senior and mid-level project managers. Program Managers are required to ensure that Engineering projects are delivered on time and on budget which may include their responsibility to make financial decisions and take appropriate measures to ensure that the monies are appropriately accounted for. Manages program/project(s) with values less than \$7M (annual). |
| Title Education Min. Years' Experience Training/Certifications Description | Program Manager II BA/BS 15 PE Plans, supervises, manages, and may participate technically in all projects within the operating unit. Typically supervises multiple senior and mid-level project managers. Program Managers are required to ensure that Engineering projects are delivered on time and on budget which may include their responsibility to make financial decisions and take appropriate measures to ensure that the monies are appropriately accounted for. Manages program/project(s) with values less than \$15M (annual). |
| Title Education Min. Years' Experience Training/Certifications | Program Manager III BA/BS 16 PE |

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| Description | Highest company line project management level. Plans, supervises, manages, and may participate technically in all projects within the operating unit. Typically supervises multiple senior and mid-level project managers. Program Managers are required to ensure that Engineering projects are delivered on time and on budget which may include their responsibility to make financial decisions and take appropriate measures to ensure that the monies are appropriately accounted for. Manages program/project(s) with values greater than \$15M (annual). |
| Title Education Min. Years' Experience Training/Certifications Description | Quality Control Technician I BA/BS 1 — Examines work products prepared by others for inaccuracies of detail and evaluates overall design. Measures dimensions and compares figures with dimensions on original layout, specifications, or sample part to verify measurements conform to scale. Marks verified or out-of-scale dimensions on drawings. Evaluates overall product for functionality, conformance to drawing standards and design specifications, and manufacturing feasibility. Reviews material requirements for standardization and conformance to industry specification manuals. Discusses design, manufacturing, and related issues with engineering, production, or other personnel. Approves or rejects design. May operate computer to examine and evaluate computer-generated tool designs. Experienced in current releases of AUTOCAD and conversion of hardcopy to electronic format of drawings. Other programs include Bentley AutoPlant 2D and 3D packages. |
| Title Education Min. Years' Experience Training/Certifications Description | Quality Control Technician II BA/BS 5 — Examines work products prepared by others for inaccuracies of detail and evaluates overall design: Measures dimensions, and compares figures with dimensions on original layout, specifications, or sample part to verify measurements conform to scale. Marks verified or out-of-scale dimensions on drawings. Evaluates overall product for functionality, conformance to drawing standards and design specifications, and manufacturing feasibility. Reviews material requirements for standardization and conformance to industry specification manuals. Discusses design, manufacturing, and related issues with engineering, production, or other personnel. Approves or rejects design. May operate computer to examine and evaluate computer-generated tool designs. Experienced in current releases of AUTOCAD and conversion of hardcopy to electronic format of drawings. Other programs include Bentley AutoPlant 2D and 3D packages. |
| Title Education Min. Years' Experience Training/Certifications Description | Quality Control Technician III BA/BS 10 — Examines work products prepared by others for inaccuracies of detail and evaluates overall design: Measures dimensions, and compares figures with dimensions on original layout, specifications, or sample part to verify measurements conform to scale. Marks verified or out-of-scale dimensions on drawings. Evaluates overall product for functionality, conformance to drawing standards and design specifications, and manufacturing feasibility. Reviews material requirements for standardization and conformance to industry specification manuals. Discusses design, manufacturing, and related issues with engineering, production, or other personnel. Approves or rejects design. May operate computer to examine and evaluate computer-generated tool designs. Experienced in current releases of |

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| | AUTOCAD and conversion of hardcopy to electronic format of drawings. Other programs include Bentley AutoPlant 2D and 3D packages. |
| Title Education Min. Years' Experience Training/Certifications Description | Surveyor I BS 1 State Surveyors License(s) Plans, organizes, and directs work of one or more survey parties engaged in surveying earth's surface to determine precise location and measurements of points, elevations, lines, areas, and contours for construction, mapmaking, land division, titles, mining or other purposes: Researches previous survey evidence, maps, deeds, physical evidence, and other records to obtain data needed for surveys. Develops new data from photogrammetric records. Determines methods and procedures for establishing or reestablishing survey control. Keeps accurate notes, records, and sketches to describe and certify work performed. Coordinates findings with work of engineering and architectural personnel, clients, and others concerned with project. Assumes legal responsibility for work and is licensed by state. |
| Title Education Min. Years' Experience Training/Certifications Description | Surveyor II BS 5 State Surveyors License(s) Plans, organizes, and directs work of one or more survey parties engaged in surveying earth's surface to determine precise location and measurements of points, elevations, lines, areas, and contours for construction, mapmaking, land division, titles, mining or other purposes: Researches previous survey evidence, maps, deeds, physical evidence, and other records to obtain data needed for surveys. Develops new data from photogrammetric records. Determines methods and procedures for establishing or reestablishing survey control. Keeps accurate notes, records, and sketches to describe and certify work performed. Coordinates findings with work of engineering and architectural personnel, clients, and others concerned with project. Assumes legal responsibility for work and is licensed by state. |
| Title Education Min. Years' Experience Training/Certifications Description | Surveyor III BS 10 State Surveyors License(s) Plans, organizes, and directs work of one or more survey parties engaged in surveying earth's surface to determine precise location and measurements of points, elevations, lines, areas, and contours for construction, mapmaking, land division, titles, mining or other purposes: Researches previous survey evidence, maps, deeds, physical evidence, and other records to obtain data needed for surveys. Develops new data from photogrammetric records. Determines methods and procedures for establishing or reestablishing survey control. Keeps accurate notes, records, and sketches to describe and certify work performed. Coordinates findings with work of engineering and architectural personnel, clients, and others concerned with project. Assumes legal responsibility for work and is licensed by state. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Analyst I BS 1 — Applies developed skills and knowledge of techniques in a specific professional, technical area. Analyzes, evaluates and makes recommendations as part of a team or under supervision of senior personnel. Performs installations, basic troubleshooting, and support functions. Performs at an entry level under close supervision and within well-defined guidelines. May be called to assist with |

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| | presentations, task planning, and resource coordination. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Analyst II BS 5 — Applies developed skills and knowledge of techniques in a specific professional, technical area. Under general supervision, performs a variety of assigned tasks including analysis, evaluation, troubleshooting and preparation of procedures and documentation. May be called to assist with presentations, task planning, and resource coordination and/or budget development. Must be able to work independently or under general direction. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Analyst III BS 10 — Provides the highest level of analytical expertise; applies advanced comprehensive knowledge of methodologies, theoretical concepts, principles, and practices in specific professional, scientific, or technical disciplines; conducts and directs complex projects; and performs in a professional position requiring an in-depth knowledge. Responsible for ensuring compliance with technological standards throughout the project and operates with considerable latitude for un-reviewed actions or decisions. May serve as a primary point of contact for clients. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Expert I BA/BS 10 — Senior technical professional that performs highly specialized, technical tasks associated with the most current technologies. Maintains current knowledge of a specialized area, and possesses advanced knowledge of the principles, methods, and techniques used in the area of their technical expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Expert II BA/BS 15 — Senior technical/engineering professional who, by virtue of academic training and specialized experience, is recognized as an expert in a specific technical/ scientific field or subject matter. Provides expert scholarly advice and technical services in a specific field or subject matter. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Expert III BA/BS 20 — Senior technical/engineering professional who, by virtue of academic training and specialized experience, is recognized as an expert in a specific technical/ scientific field or subject matter. Provides expert scholarly advice and technical services in a specific field or subject matter. |
| Title Education | Technical Expert IV BA/BS |

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| Min. Years' Experience Training/Certifications Description | 25 — Senior technical/engineering professional who, by virtue of academic training and specialized experience, is recognized as an expert in a specific technical/scientific field or subject matter. Provides expert scholarly advice and technical services in a specific field or subject matter. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Expert V BA/BS 30 — Senior technical/engineering professional who, by virtue of academic training and specialized experience, is recognized as an expert in a specific technical/ scientific field or subject matter. Provides expert scholarly advice and technical services in a specific field or subject matter. |
| Title Education Min. Years' Experience Training/Certifications Description | Trainer I BA 1 — Coordinates activities of instructors engaged in training employees or customers of industrial or commercial establishment. Confers with managers, instructors, or customer's representative to determine training needs. Assigns instructors to conduct training. Schedules classes, based on availability of classrooms, equipment, and instructors. Evaluates training packages, including outline, text, and handouts written by instructors. Assigns instructors to in-service or out-service training classes to learn new skills as needed. Monitors budget to ensure that training costs do not exceed allocated funds. Writes budget report listing training costs, such as instructors' wages and equipment costs, to justify expenditures. Attends meetings and seminars to obtain information useful to training staff and to inform management of training programs and goals. Monitors instructors during lectures and laboratory demonstrations to evaluate performance. |
| Title Education Min. Years' Experience Training/Certifications Description | Trainer II BA 5 — Develops and conducts programs to train employees or customers. Writes training program, including outline, text, handouts, and tests, and designs laboratory exercises. Schedules classes based on classroom and equipment availability. Lectures class on training issues, following outline, handouts, and texts, and using visual aids, such as graphs, charts, videotape, and slides. Demonstrates procedures being taught, and following course outline. Observes trainees and answers trainees' questions. Administers written and practical exams and writes performance reports to evaluate trainees' performance. Participates in meetings, seminars, and training sessions to obtain information useful to training facility and integrates information into training program. |
| Title Education Min. Years' Experience Training/Certifications Description | Trainer III BA 10 — Develops and conducts programs to train employees or customers. Writes training program, including outline, text, handouts, and tests, and designs laboratory exercises. Schedules classes based on classroom and equipment availability. Lectures class on training issues, following outline, handouts, and texts, and using |

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| | visual aids, such as graphs, charts, videotape, and slides. Demonstrates procedures being taught and following course outline. Observes trainees and answers trainees' questions. Administers written and practical exams and writes performance reports to evaluate trainees' performance. Participates in meetings, seminars, and training sessions to obtain information useful to training facility and integrates information into training program. |
| Title Education Min. Years' Experience Training/Certifications Description | CADD Operator I BA/BS 1 — Operates computer-aided design (CAD) system and peripheral equipment to resize or modify integrated circuit designs (artwork) and to generate computer tape of artwork for use in producing mask plates used in manufacturing integrated circuits: Reviews work order and procedural manuals to determine critical dimensions of design. Calculates figures to convert design dimensions to resizing dimensions specified for subsequent production processes, using conversion chart and calculator. Locates file relating to specified design projection data base library and loads program into computer. Enters specified commands into computer, using keyboard, to retrieve design information from file and display design on CAD equipment display screen. Types commands on keyboard to enter resizing specifications into computer. Confers with engineering and design staff to determine design modifications and enters editing information into computer. Keys in specified information, using keyboard connected to on-line or off-line peripheral equipment (plotter), to produce graphic representation (hard copy) of design for review and approval by engineering and design staff. Enters specified information into computer, using keyboard, to generate computer tape of approved design. |
| Title Education Min. Years' Experience Training/Certifications Description | Drafter I BA/BS/BE 1 — Prepares engineering drawings from rough sketches and verbal instructions. Supports design and development projects involving structural, electronic and electrical, creating new and modifying drawings provided by customers. Has basic working knowledge of related Department of Defense and industrial specifications and standards. Responsible for applying standards and specifications to the development of drawings using CAD technology. Performs at an entry level under close supervision and within well-defined guidelines. |
| Title Education Min. Years' Experience Training/Certifications Description | Drafter II BA/BS/BE 5 — Responsible for delegating and assigning drawing elements to other staff. Prepares engineering drawings from rough sketches and verbal instructions. Supports design and development projects involving structural, electronic and electrical, creating new and modifying drawings provided by customers. Has basic working knowledge of related Department of Defense and industrial specifications and standards. Responsible for applying standards and specifications to the development of drawings using CAD technology. Must be able to work independently or under general direction. |
| Title Education Min. Years' Experience Training/Certifications | Drafter III BA/BS 10 — |

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| Description | Responsible for delegating and assigning drawing elements to other staff. Prepares engineering drawings from rough sketches and verbal instructions. Supports design and development projects involving structural, electronic and electrical, creating new and modifying drawings provided by customers. Has basic working knowledge of related Department of Defense and industrial specifications and standards. Responsible for applying standards and specifications to the development of drawings using CAD technology. May serve as a primary point of contact for clients. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineering Assistant I HS 1 — Provides a variety of project support services to ensure efficient operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineering Assistant II HS 4 — Provides a variety of project support services to ensure efficient operations; serves as point of contact regarding issues related to personnel and operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. Collects and maintains project financial data, provides status reports, and prepares cost estimates. |
| Title Education Min. Years' Experience Training/Certifications Description | Engineering Assistant III HS 8 — Provides a variety of project support services to ensure efficient operations; serves as point of contact regarding administrative issues related to personnel and operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. Collects and maintains project financial data, provides status reports, and prepares cost estimates. |
| Title Education Min. Years' Experience Training/Certifications Description | Specification Writer I BA/BS 1 — Interprets architectural or engineering plans and prepares material lists and specifications to be used as standards by plant employees or contracting personnel in material processing or in manufacturing or construction activities: Analyzes plans and diagrams, or observes and makes notes on material processing, to determine material and material processing specifications, or specifications for manufacturing or construction activities. Writes technical descriptions specifying material qualities and properties, utilizing knowledge of material standards, industrial processes, and manufacturing procedures. May draw rough sketches or arrange for finished drawings or photographs to illustrate specified materials or assembly sequence. Workers usually specialize and are designated according to engineering specialization, product, or process. |
| Title Education | Specification Writer II BA/BS |

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| Min. Years' Experience Training/Certifications Description | 5 — Interprets architectural or engineering plans and prepares material lists and specifications to be used as standards by plant employees or contracting personnel in material processing or in manufacturing or construction activities: Analyzes plans and diagrams, or observes and makes notes on material processing, to determine material and material processing specifications, or specifications for manufacturing or construction activities. Writes technical descriptions specifying material qualities and properties, utilizing knowledge of material standards, industrial processes, and manufacturing procedures. May draw rough sketches or arrange for finished drawings or photographs to illustrate specified materials or assembly sequence. Workers usually specialize and are designated according to engineering specialization, product, or process. |
| Title Education Min. Years' Experience Training/Certifications Description | Specification Writer III BA/BS 10 — Interprets architectural or engineering plans and prepares material lists and specifications to be used as standards by plant employees or contracting personnel in material processing or in manufacturing or construction activities: Analyzes plans and diagrams, or observes and makes notes on material processing, to determine material and material processing specifications, or specifications for manufacturing or construction activities. Writes technical descriptions specifying material qualities and properties, utilizing knowledge of material standards, industrial processes, and manufacturing procedures. May draw rough sketches or arrange for finished drawings or photographs to illustrate specified materials or assembly sequence. Workers usually specialize and are designated according to engineering specialization, product, or process. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Editor I BA/BS 1 — Directs and coordinates activities of writers engaged in preparing technical, scientific, medical, or other material for publication in conjunction with or independent from manufacturing, research, and related activities: Analyzes developments in specific field to determine need for revisions, corrections, and changes in previously published materials, and development of new material. Confers with customer representatives, vendors, plant executives, or publisher to establish technical specifications, determine specific or general subject material to be developed for publication, and resolve problems concerned with developing and publishing subject material. Assigns staff writer or contracts with specialist in subject area to produce draft of manuscript. Supervises staff writers and delineates standard procedures for gathering data and writing. Reviews draft of manuscript and makes recommendations for changes. May edit and correct final draft to prepare for typesetting. May perform similar duties to those supervised. May select or recommend graphics, such as drawings, diagrams, pictures, and charts to illustrate manuscript. May specialize in particular type of publication, such as manuals, handbooks, articles, or proposals. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Editor II BA/BS 5 — Directs and coordinates activities of writers engaged in preparing technical, |

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| | <p>scientific, medical, or other material for publication in conjunction with or independent from manufacturing, research, and related activities: Analyzes developments in specific field to determine need for revisions, corrections, and changes in previously published materials, and development of new material. Confers with customer representatives, vendors, plant executives, or publisher to establish technical specifications, determine specific or general subject material to be developed for publication, and resolve problems concerned with developing and publishing subject material. Assigns staff writer or contracts with specialist in subject area to produce draft of manuscript. Supervises staff writers and delineates standard procedures for gathering data and writing. Reviews draft of manuscript and makes recommendations for changes. May edit and correct final draft to prepare for typesetting. May perform similar duties to those supervised. May select or recommend graphics, such as drawings, diagrams, pictures, and charts to illustrate manuscript. May specialize in particular type of publication, such as manuals, handbooks, articles, or proposals.</p> |
| <p>Title Education Min. Years' Experience Training/Certifications Description</p> | <p>Technical Editor III BA/BS 10 — Directs and coordinates activities of writers engaged in preparing technical, scientific, medical, or other material for publication in conjunction with or independent from manufacturing, research, and related activities: Analyzes developments in specific field to determine need for revisions, corrections, and changes in previously published materials, and development of new material. Confers with customer representatives, vendors, plant executives, or publisher to establish technical specifications, determine specific or general subject material to be developed for publication, and resolve problems concerned with developing and publishing subject material. Assigns staff writer or contracts with specialist in subject area to produce draft of manuscript. Supervises staff writers and delineates standard procedures for gathering data and writing. Reviews draft of manuscript and makes recommendations for changes. May edit and correct final draft to prepare for typesetting. May perform similar duties to those supervised. May select or recommend graphics, such as drawings, diagrams, pictures, and charts to illustrate manuscript. May specialize in particular type of publication, such as manuals, handbooks, articles, or proposals.</p> |
| <p>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services; Security Guards and Patrol Services; and Professional & Management Development Training</p> <p>Technical/Professional Positions</p> <p>NEW SINS 541611, 561612, 611430</p> | |
| <p>Title Education Min. Years' Experience Training/Certifications Description</p> | <p>Analyst I BA/BS 1 — Applies developed skills and knowledge of techniques in a specific professional, technical area. Analyzes, evaluates and makes recommendations as part of a team or under supervision of senior personnel. Performs installations, basic troubleshooting, and support functions. Performs at an entry level under close supervision and within well-defined guidelines. May be called to assist with presentations, task planning, and resource coordination.</p> |
| <p>Title Education Min. Years' Experience Training/Certifications</p> | <p>Analyst II BA/BS 4 —</p> |

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| Description | Applies developed skills and knowledge of techniques in a specific professional, technical area. Under general supervision, performs a variety of assigned tasks including analysis, evaluation, troubleshooting and preparation of procedures and documentation. May be called to assist with presentations, task planning, and resource coordination and/or budget development. Must be able to work independently or under general direction. |
| Title Education Min. Years' Experience Training/Certifications Description | Consultant I BA/BS 4 — Works on medium-sized projects, single-product projects, in an environment where design is somewhat complex. Operates under moderate supervision on small to mid-sized projects involving single product. Assists senior staff in analyzing the customer's business requirements and project objectives. |
| Title Education Min. Years' Experience Training/Certifications Description | Consultant II BA/BS 6 — Works on medium-to-large-sized projects, single-product projects, in an environment where design is moderately complex. Participates in analysis of customer's business requirements and project objectives. Provides quality assurance function. |
| Title Education Min. Years' Experience Training/Certifications Description | Financial Analyst I BS 1 — Responsible to support areas such as operations research, information analysis, cost/benefit/budget analysis. |
| Title Education Min. Years' Experience Training/Certifications Description | Financial Analyst II BS 5 — Responsible to support areas such as operations research, information analysis, cost/benefit/budget analysis. |
| Title Education Min. Years' Experience Training/Certifications Description | Network Engineer I BA/BS 1 — Provide troubleshooting and customer service for: Microsoft Windows NT server, workstation, network essential experience, including remote user access, advanced MS Office including Word/Excel, PC hardware and Internet/intranet. Must have an understanding of network components, routers, and concepts, and |

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| Title Education Min. Years' Experience Training/Certifications Description | Network Engineer II BA/BS 5 — Provide expert troubleshooting and superior customer service skills and the following technical skills: Microsoft Windows NT 4.0 server, workstation, network essential experience, including remote user access, advanced MS Office including Word/Excel, PC hardware and Internet/intranet. Must have a solid understanding of network components, routers, and concepts, and password databases. |
| Title Education Min. Years' Experience Training/Certifications Description | Policy Analyst I HS 1 — Assist in providing/supporting operations research, systems analysis, cost/benefit/risk analysis, regulatory impact assessments, technology assessment, providing program support in area of expertise. Possesses knowledge of advances and new and emerging concepts and technologies and international policies and programs. |
| Title Education Min. Years' Experience Training/Certifications Description | Policy Analyst II HS 5 — Responsible for providing/supporting operations research, systems analysis, cost/benefit/risk analysis, regulatory impact assessments, technology assessment, providing program support in area of expertise. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and international policies and programs. Provide progressively more difficult assignments in engineering processes, theories, design, and technology areas. |
| Title Education Min. Years' Experience Training/Certifications Description | Policy Analyst III HS 8 — Responsible for providing/supporting operations research, systems analysis, cost/benefit/risk analysis, regulatory impact assessments, technology assessment, providing program support in area of expertise. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and international policies and programs. Provide progressively more difficult assignments in engineering processes, theories, design, and technology areas. |
| Title Education Min. Years' Experience Training/Certifications Description | Principle Consultant I BA 10 — Provides overall technical high-level systems direction to the project. Has a comprehensive background in engineering processes, theories, design, and technologies. Must have demonstrated senior levels of expertise and be well renowned in the professional community. Possess the ability to integrate diverse knowledge areas to solve complex problems in an efficient and unique manner. Individual possesses a one-of-a-kind, unique expertise not readily available. |
| Title | Principle Consultant II |

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| Education Min. Years' Experience Training/Certifications Description | BA 13 — Provides overall technical high-level systems direction to the project. Has a comprehensive background in engineering processes, theories, design, and technologies. This individual must have achieved a high level of experience and recognition of professional societies in those fields. Must have demonstrated senior levels of expertise and be well renowned in the professional community. Possess the ability to integrate diverse knowledge areas to solve complex problems in an efficient and unique manner. Individual possesses a one-of-a-kind, unique expertise not readily available. |
| Title Education Min. Years' Experience Training/Certifications Description | Principle Consultant III BA 16 — Provides overall technical high-level systems assistance to the project. Has a comprehensive background in engineering processes, theories, design, and technologies. This individual must have achieved a high level of experience and recognition of professional societies in that field. Must have demonstrated proficiency in the professional community. Possess the ability to solve complex problems in an efficient and unique manner. Individual possesses a one-of-a-kind, unique expertise not readily available. |
| Title Education Min. Years' Experience Training/Certifications Description | Project Manager I BA/BS 5 Responsible for administration, cost control, staffing, and serving as a liaison with senior staff members of both the client and company personnel. Minimum of five years of project management experience with progressive responsibility and substantial pertinent experience as a minimum in the areas of project management with emphasis on managing a team of technical staff, specialists, and administrative support. |
| Title Education Min. Years' Experience Training/Certifications Description | Project Manager II BA/BS 8 Responsible for administration, cost control, staffing, and serving as a liaison with senior staff members of both the client and company personnel. Minimum of eight years of project management experience with progressive responsibility and substantial pertinent experience as a minimum in the areas of project management with emphasis on managing a team of technical staff, specialists, and administrative support. |
| Title Education Min. Years' Experience Training/Certifications Description | Project Manager III BA/BS 12 Responsible for administration, cost control, staffing, and serving as a liaison with senior staff members of both the client and company personnel. Minimum of twelve years of project management experience with progressive responsibility and substantial pertinent experience as a minimum in the areas of project management |

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| | with emphasis on managing a team of technical staff, specialists, and administrative support. |
| Title Education Min. Years' Experience Training/Certifications Description | Security Analyst I AA 1 — Responsible for providing/supporting security policy and procedures and providing program support in area of expertise. Provide progressively more difficult assignments in security processes and technology areas. Have a general knowledge of safeguards and security operations across complexes. |
| Title Education Min. Years' Experience Training/Certifications Description | Security Analyst II AA 5 — Responsible for providing/supporting security policy and procedures and providing program support in area of expertise. Possesses special expertise and/or knowledge of security processes and technology areas. Have a broad knowledge of safeguards and security operations across complexes. |
| Title Education Min. Years' Experience Training/Certifications Description | Security Analyst III AA 10 — Responsible for providing/supporting security policy and procedures and providing program support in area of expertise. Possesses special expertise and/or knowledge of security processes and technology areas. Have a superior knowledge of safeguards and security operations across complexes. |
| Title Education Min. Years' Experience Training/Certifications Description | Security Specialist AA 10 — Provide/support domestic and international nuclear safeguards and security; policy and procedures; management and implementation of domestic safeguards at nuclear weapons program related facilities; participate with US government agencies and representatives from foreign nations in furtherance of US nonproliferation goals; and implementation of international safeguards regime. Have a broad knowledge of nuclear safeguards operations across nuclear weapons complexes. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Analyst I BS 5 — Applies developed analytical skills and knowledge of techniques in a specific professional, technical area. Analyzes, evaluates and makes recommendations as part of a team or is team leader. Responsible for providing/supporting technology assessment, and providing program support in area of expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Analyst II BS 10 — Responsible for providing/supporting operations research, systems analysis, cost/benefit/risk analysis, regulatory impact assessments, technology assessment, |

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| | providing program support in area of expertise. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and international policies and programs. Provide progressively more difficult assignments in engineering processes, theories, design, and technology areas. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Consultant I BA 12 — Applies subject matter knowledge to high level functional and process analysis, design, development, integration, documentation, and implementation. Resolves problems that require a thorough knowledge of the related technical subject matter. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Consultant II BA 15 — Applies subject matter knowledge to high level functional and process analysis, design, development, integration, documentation, and implementation. Resolves problems that require a thorough knowledge of the related technical subject matter. Applies principles and methods of the subject matter area to difficult problems in technical areas to arrive at solutions. Acknowledged as an expert in the specific field of study. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Security Specialist I BA/BS 10 Q Clearance Provide/support domestic and international nuclear safeguards and security; Material Control and Accountability (MC&A) policy and procedures; management and implementation of domestic safeguards at nuclear weapons program related facilities; participate with US government agencies and representatives from foreign nations in furtherance of US nonproliferation goals; and implementation of international safeguards regime. Have a broad knowledge of nuclear safeguards operations across nuclear weapons complexes. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Security Specialist II BA/BS 13 Q Clearance Provide a broad knowledge and experience in the protection of classified matter, computer systems, special nuclear materials, and safeguarding of property and assets. In addition, provide specific technical expertise and be considered a subject matter expert in at least one of the following technical disciplines: <ul style="list-style-type: none"> • Protection Program Management: analysis of management systems, organizational development and planning, budget analysis, contract oversight, and surveys and inspections. • Physical Security Systems: engineering, design, testing. • Vulnerability Assessments: computerized methodologies, field conduct and headquarters validation/verification, upgrades analysis, radiological sabotage assessment, and system performance testing. • Protective Force: management, planning, training, deployment, and performance testing. Information Security: computer security, document control and accountability, TSCM, OPSEC, Counterintelligence. |

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| Title Education Min. Years' Experience Training/Certifications Description | Technical Analyst I BS 1 — Responsible for providing/supporting program development, system development and demonstration, or programmatic/project management responsibilities for such activities; program planning and implementation; systems analysis and modeling; and regulatory impact assessments. Provide progressively more difficult assignments in technical processes and technology areas. Have a general knowledge of area of technical expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Analyst II BS 5 — Responsible for providing/supporting program development, system development and demonstration, or programmatic/project management responsibilities for such activities; program planning and implementation; systems analysis and modeling; and regulatory impact assessments. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and programs. Provide progressively more difficult assignments in area of expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Analyst III BS 10 — Responsible for providing/supporting program development, system development and demonstration, or programmatic/project management responsibilities for such activities; program planning and implementation; system analysis and modeling; and regulatory impact assessments. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and programs. Provides progressively more difficult assignments in area of expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Assistant I HS 1 — Provides a variety of administrative and staff support services to ensure efficient operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Assistant II HS 4 — Provides a variety of administrative and staff support services to ensure efficient operations; serves as point of contact regarding administrative issues related to personnel and operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. Collects and maintains project financial data, provides status reports, prepares cost estimates and assists in the preparation of invoices. |

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| Title Education Min. Years' Experience Training/Certifications Description | Administrative Assistant III HS 8 — Provides a variety of administrative and staff support services to ensure efficient operations; serves as point of contact regarding administrative issues related to personnel and operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. Collects and maintains project financial data, provides status reports, prepares cost estimates and assists in the preparation of invoices. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Specialist I HS 1 — Responsible for interfacing and supporting organizational needs. Experience with personal computers and current work process, processing travel orders and arrangements, scheduling and data entry. Familiarity with off-the shelf software packages such as word processing, spreadsheets, communications. Experience in Local Area Network environments, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Specialist II HS 5 — Responsible for interfacing and supporting organizational needs. Experience with personal computers and current word process, processing travel orders and arrangements, scheduling and data entry. Familiarity with off-the shelf software packages such as word processing, spreadsheets, communications. Experience in Local Area Network environments, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Specialist III HS 8 — Responsible for interfacing and supporting organizational needs. Experience with personal computers and current word process, processing travel orders and arrangements, scheduling and data entry. Familiarity with off-the shelf software packages such as word processing, spreadsheets, communications. Experience in Local Area Network environments, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Administrative Specialist I HS 5 — Responsible for performing and expediting administrative and support-type tasks for multi-person organization with diverse activities. Experience shall also include personal computers, with widely used state-of-the-art word processing, data entry and computerized graphics; familiarity with automated record keeping computerized programs. Demonstrated ability to produce graphic productions |

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| | related to briefings, presentation and displays. Minimum three years' experience in Local Area Network environment, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Administrative Specialist II HS 8 — Responsible for performing and expediting administrative and support-type tasks for multi-person organization with diverse activities. Experience shall also include personal computers, with widely used state-of-the-art word processing, data entry and computerized graphics; familiarity with automated record keeping computerized programs. Demonstrated ability to produce graphic productions related to briefings, presentation and displays. Minimum three years' experience in Local Area Network environment, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Senior Administrative Specialist III BA/BS 10 — Responsible for performing and expediting administrative and support-type tasks for multi-person organization with diverse activities. Experience shall also include personal computers, with widely used state-of-the-art word processing, data entry and computerized graphics; familiarity with automated record keeping computerized programs. Demonstrated ability to produce graphic productions related to briefings, presentation and displays. Minimum three years' experience in Local Area Network environment, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Environmental Consulting Services / Environmental Remediation Services Technical/Professional Positions NEW SINS 541620, 562910REM,  | |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Analyst I BA/BS 1 — Applies developed skills and knowledge of techniques in a specific professional, technical area. Responsible for providing/supporting program development, system development and demonstration, or programmatic/project management responsibilities for such activities; program planning and implementation; systems analysis and modeling; and regulatory impact assessments. Analyzes, evaluates and makes recommendations as part of a team or under supervision of senior personnel. Performs installations, basic troubleshooting, and support functions. Performs at an entry level under close supervision and within well-defined guidelines. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Analyst II BA/BS 5 — Applies developed skills and knowledge of techniques in a specific professional, technical area. Responsible for providing/supporting program development, system |

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| | development and demonstration, or programmatic/project management responsibilities for such activities; program planning and implementation; systems analysis and modeling; and regulatory impact assessments. Under general supervision, performs a variety of assigned tasks including analysis, evaluation, troubleshooting and preparation of procedures and documentation. May be called to assist with presentations, task planning, and resource coordination and/or budget development. Must be able to work independently or under general direction. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Analyst III BA/BS 10 — Provides the highest level of analytical expertise; applies advanced comprehensive knowledge of methodologies, theoretical concepts, principles, and practices in specific professional, scientific, or technical disciplines; conducts and directs complex projects; and performs in a professional position requiring an in-depth knowledge. Responsible for providing/supporting program development, system development and demonstration, or programmatic/project management responsibilities for such activities; program planning and implementation; systems analysis and modeling; and regulatory impact assessments. Responsible for ensuring compliance with technological standards throughout the project and operates with considerable latitude for un-reviewed actions or decisions. May serve as a primary point of contact for clients. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Assistant I HS 1 — Technical professional who assists in highly specialized and technical tasks associated with environmental services processes, theories, design, and technologies. Performs work under the direction of a senior staff member. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Assistant II HS 5 — Technical professional who assists in highly specialized and technical tasks associated with environmental services processes, theories, design, and technologies. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Assistant III HS 10 — Technical professional who assists and performs highly specialized and technical tasks associated with Environmental Engineering processes, theories, design, and technologies. May serve as a technical assistant to a project or to a number of projects relevant to their areas of environmental services and technical expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Engineer I BA/BS 1 — Participates in the Environmental Engineering design, testing, and documentation |

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| | <p>of various technical systems under general supervision; provides technical support and subject matter expertise as requested; and may serve as a technical team leader. Engineers and designs various systems; provides technical support to users. Reviews and provides updates to technical documentation; develops test plans according to various specification documents; analyzes research and development plans; and conducts tests and evaluations of software systems.</p> |
| <p>Title Education Min. Years' Experience Training/Certifications Description</p> | <p>Environmental Engineer II BA/BS 4 EIT Conducts the Environmental Engineering design, testing, and documentation of various technical systems; provides technical support and subject matter expertise as requested; may serve as a technical team or task leader. Engineers and designs various systems; performs engineering analyses for various systems; develops test plans according to various specifications; performs on-site system testing at client locations and reports test results to client; and identifies and documents functional requirements of clients.</p> |
| <p>Title Education Min. Years' Experience Training/Certifications Description</p> | <p>Environmental Engineer III BA/BS 8 Professional Registration Conducts the Environmental Engineering design, testing, and documentation of various technical systems at a highly technical level; provides technical support and subject matter expertise as requested. Engineers and designs various complex systems; performs highly technical engineering analyses for various systems; provides technical support to users; develops test procedures and plans according to various specification documents; performs on-site system testing at client locations; analyzes and evaluates test results and provides impact assessments and design recommendations to client. Conducts on-site system testing at client locations; analyzes and evaluates test results and provides impact assessments and design recommendations to client; identifies, documents, and evaluates functional requirements of clients; provides subject matter expertise for assigned areas; analyzes engineering designs to ensure equipment compatibility and proper performance; integrates and designs software systems; reviews, writes, and provides updates to technical documentation; identifies and assists with documentation of functional requirements for assigned projects; analyzes research and development plans; conducts research for system-related information as directed; and participates in design reviews, technical meetings, and briefings. May serve as a primary point of contact for clients.</p> |
| <p>Title Education Min. Years' Experience Training/Certifications Description</p> | <p>Environmental Manager I BA/BS 5 — Responsible for administration, cost control, staffing, and serving as a liaison with senior staff members of both the client and company personnel. Minimum of five years of project management experience with progressive responsibility and substantial pertinent experience as a minimum in the areas of project management with emphasis on managing a team of technical staff, specialists, and administrative support.</p> |

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| Title Education Min. Years' Experience Training/Certifications Description | Environmental Manager II BA/BS 8 — Responsible for administration, cost control, staffing, and serving as a liaison with senior staff members of both the client and company personnel. Minimum of eight years of project management experience with progressive responsibility and substantial pertinent experience as a minimum in the areas of project management with emphasis on managing a team of technical staff, specialists, and administrative support. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Manager III BA/BS 12 — Responsible for administration, cost control, staffing, and serving as a liaison with senior staff members of both the client and company personnel. Minimum of twelve years of project management experience with progressive responsibility and substantial pertinent experience as a minimum in the areas of project management with emphasis on managing a team of technical staff, specialists, and administrative support. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Scientist I AA 1 — Assists the project team. Works with engineers and scientists in planning engineering processes, theories, design, and technologies. Assists in field service investigations and remediation activities. Participates in meetings and panels. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Scientist II AA 5 OSHA 40-hour Training Serves as technological resource to project team. Works with engineers and scientists in planning engineering processes, theories, design, and technologies. Assists in field service investigations and remediation activities. Participates in meetings and panels. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Scientist III AA 10 OSHA 40-hour Training Serves as technological resource to project team. Works with engineers and scientists in planning engineering processes, theories, design, and technologies. Identifies relevant technology and procedures. Assists in field service investigations and remediation activities. Participates in meetings and panels. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Software Developer I BA/BS 1 — Provide troubleshooting and customer service for current version of Microsoft Windows NT server, workstation, network essential experience, including remote user access, advanced MS Office including Word/Excel, PC hardware and Internet/intranet. |

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| | Must have an understanding of network components, routers, and concepts, and password databases. |
| Title Education Min. Years' Experience Training/Certifications Description | Environmental Software Developer II BA/BS 5 — Provide expert troubleshooting and superior customer service skills and the following technical skills: current version of Microsoft Windows NT server, workstation, network essential experience, including remote user access, advanced MS Office including Word/Excel, PC hardware and Internet/intranet. Must have a solid understanding of network components, routers, and concepts, and password databases. |
| Title Education Min. Years' Experience Training/Certifications Description | Principal Environmental Engineer I BA/BS 10 PE Senior technical professional who performs highly specialized and technical tasks associated with most current technologies. May serve as a technical consultant to a project or to a number of projects relevant to their areas of Environmental Engineering and technical expertise. Maintains current knowledge of relevant engineering processes, theories, design, and technologies. Possesses advanced knowledge of the principles, methods, and techniques used in the area of technical expertise. May serve as a program or project manager. |
| Title Education Min. Years' Experience Training/Certifications Description | Principal Environmental Engineer II BA/BS 15 PE Senior technical/Environmental Engineering professional who acts as an adviser in complex and critical client projects. Provides expert advice to projects. May serve as technical manager for large programs and projects. |
| Title Education Min. Years' Experience Training/Certifications Description | Principal Environmental Engineer III BA/BS 20 PE Senior technical/Environmental Engineering professional who acts as an adviser in complex and critical client projects. Provides expert scholarly advice to projects. May have attained highest levels within military, government and/or industry. May serve as technical manager for large programs. |
| Title Education Min. Years' Experience Training/Certifications Description | Program Analyst I BA/BS 5 — Responsible for providing/supporting technology assessment, and providing program support in area of expertise. Provide progressively more difficult assignments in engineering processes, theories, design, and technology areas. |
| Title Education Min. Years' Experience | Program Analyst II BA/BS 10 |

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| Training/Certifications Description | — Responsible for providing/supporting operations research, systems analysis, cost/benefit/risk analysis, regulatory impact assessments, technology assessment, providing program support in area of expertise. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and international policies and programs. Provide progressively more difficult assignments in engineering processes, theories, design, and technology areas. |
| Title Education Min. Years' Experience Training/Certifications Description | Program Analyst III BA/BS 15 — Responsible for providing/supporting operations research, systems analysis, cost/benefit/risk analysis, regulatory impact assessments, technology assessment, providing program support in area of expertise. Possesses special expertise and/or knowledge of advances and new and emerging concepts and technologies and international policies and programs. Provide progressively more difficult assignments in engineering processes, theories, design, and technology areas. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Expert I BA/BS 10 — Senior technical professional that performs highly specialized, technical tasks associated with the most current technologies. Maintains current knowledge of a specialized area, and possesses advanced knowledge of the principles, methods, and techniques used in the area of their technical expertise. |
| Title Education Min. Years' Experience Training/Certifications Description | Technical Expert II BA/BS 15 — Senior technical/Environmental Engineering professional who, by virtue of academic training and specialized experience, is recognized as an expert in a specific technical/scientific field or subject matter. Provides expert scholarly advice and technical services in a specific field or subject matter. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Assistant I HS 1 — Provides a variety of administrative and staff support services to ensure efficient operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Assistant II HS 4 — Provides a variety of administrative and staff support services to ensure efficient operations; serves as point of contact regarding administrative issues related to personnel and operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares |

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| | and distributes engineering/technical correspondence related to assigned projects. Collects and maintains project financial data, provides status reports, prepares cost estimates and assists in the preparation of invoices. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Assistant III HS 8 — Provides a variety of administrative and staff support services to ensure efficient operations; serves as point of contact regarding administrative issues related to personnel and operations. Prepares and assembles engineering and technical reports; develops, populates, and maintains various technical databases; prepares and distributes engineering/technical correspondence related to assigned projects. Collects and maintains project financial data, provides status reports, prepares cost estimates and assists in the preparation of invoices. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Specialist I HS 1 — Responsible for interfacing and supporting organizational needs. Experience with personal computers and current work process, processing travel orders and arrangements, scheduling and data entry. Familiarity with off-the shelf software packages such as word processing, spreadsheets, communications. Experience in Local Area Network environments, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Specialist II HS 5 — Responsible for interfacing and supporting organizational needs. Experience with personal computers and current word process, processing travel orders and arrangements, scheduling and data entry. Familiarity with off-the shelf software packages such as word processing, spreadsheets, communications. Experience in Local Area Network environments, scheduling and calendar software, spreadsheets, records management and electronic mail. |
| Title Education Min. Years' Experience Training/Certifications Description | Administrative Specialist III HS 8 — Responsible for interfacing and supporting organizational needs. Experience with personal computers and current word process, processing travel orders and arrangements, scheduling and data entry. Familiarity with off-the shelf software packages such as word processing, spreadsheets, communications. Experience in Local Area Network environments, scheduling and calendar software, spreadsheets, records management and electronic mail. |

Equivalency Relationships:

Four years of relevant experience (in addition to minimum experience requirements) may be substituted for a Bachelor's degree. For categories where a Bachelor's degree is required, a Master's degree may be substituted for one year of experience; or a doctoral degree may be substituted for three years of experience.