

# THE CENTECH GROUP, Inc.

## Commerical Labor Category Descriptions



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**THE CENTECH GROUP, Inc. (CENTECH) Commercial Listing – Labor Category Descriptions**

<b>Commercial Job Title:</b>	<b>NETWORK MANAGER</b>
<b>Minimum/General Experience:</b> Ten years of information technology experience.	
<b>Functional Responsibility:</b> Performs a variety of network management functions in support of MIS services related to the operation, performance or availability of data communications networks. Modifies command language programs, network start up files, assigns/re-assigns network device logicals, analyzes network performance and recommends adjustments to wide variety of complex network management functions with responsibility for overall performance and availability of networks. LAN/WAN consultant skilled in network analysis, integration and tuning. Experience with cable/LAN meters, protocol analyzers, SNMP and RMON based software products. Knowledge of Ethernet, FDDI, and high speed WANs and routers. Analyze client LANs/WANs, isolate source of problems, recommend reconfiguration and implementation of new network hardware to increase performance. Working knowledge of network operating systems. Conducts load balancing efforts to achieve optimum device utilization and network performance. Manages network E-mail functions. Establishes mailboxes and monitors mail performance on the network.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field, or in the project's functional area.	

<b>Commercial Job Title:</b>	<b>NETWORK ARCHITECT</b>
<b>Minimum/General Experience:</b> Ten years of information technology experience.	
<b>Functional Responsibility:</b> Performs a wide range of work in the areas of planning, deployment, operation and/or enhancement of advanced telecommunications and information technology systems networks. Works on complex problems and provides solutions that are innovative and often involve re-evaluation of established theories and practices, leading to new and creative solutions to problems. Develop understanding of customer business requirements and how the requirements are evolving. Defines network architecture alternative for interfacing transmission, switching, bandwidth management and network operations equipment and functions. Develops new means of achieving provisioning and billing process/system requirements. Provides practical guidance on deployment planning and for transition. Develops alternative technical solutions in situations where customer has conflicting advice.	
<b>Minimum Education:</b> Master's degree in technical field.	

<b>Commercial Job Title:</b>	<b>NETWORK ADMINISTRATOR</b>
<b>Minimum/General Experience:</b> Seven years of experience in the evaluation, installation, configuration management, and user support of hardware and software.	
<b>Functional Responsibility:</b> Responsible for the design and implementation of voice networks, LAN/WAN's and network management systems to support voice and data services. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Recommends network design changes/enhancements for improved system availability and performance.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR NETWORK ENGINEER</b>
<b>Minimum/General Experience:</b> Twelve years of information technology experience, including three years experience in designing multi-protocol networks.	
<b>Functional Responsibility:</b> Lead efforts in designing multi-protocol networks using routers and large bridged networks and creating and maintaining network documentation. Assisting user groups with network and communications issues. Defining of routed networks addressing schemes, designing network links for mainframe access, building and configuring the Internet with IP routers, and segmenting networks bridges. Troubleshooting IP configuration problems through understanding of router techniques and examine router traffic. Generating and installing operating systems and activating workstation.	
<b>Minimum Education:</b> Master's degree in technical field.	

<b>Commercial Job Title:</b>	<b>NETWORK ENGINEER</b>
<b>Minimum/General Experience:</b> Seven years of information technology experience, including three years experience in designing multi-protocol networks.	
<b>Functional Responsibility:</b> Lead efforts in designing multi-protocol networks using routers and large bridged networks and creating and maintaining network documentation. Assisting user groups with network and communications issues. Defining of routed networks addressing schemes, designing network links for mainframe access, building and configuring the Internet with IP routers, and segmenting networks bridges. Troubleshooting IP configuration problems through understanding of router techniques and examine router traffic. Generating and installing operating systems and activating workstation.	
<b>Minimum Education:</b> Bachelor's degree in technical field.	

<b>Commercial Job Title:</b>	<b>CERTIFIED SYSTEM ENGINEER</b>
<b>Minimum/General Experience:</b> Two years of technical experience installing, maintaining, and managing Local Area Networks (LANs).	
<b>Functional Responsibility:</b> Responsible for acquisition, installation, maintenance, and usage of systems. Determines best products to meet needs and presents results. Manages system performance and maintains system security. Installs network hardware and software. Evaluates, develops, and maintains telecommunications systems. Troubleshoots system problems. Establishes and implements system policies, procedures, and standards, and ensures their conformance with information systems objectives.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR COMMUNICATION TECHNICIAN</b>
<b>Minimum/General Experience:</b> Five years of technical experience in telecommunications programming including communication protocols, hardware, and real-time operating system programming.	
<b>Functional Responsibility:</b> Implements, installs, and repairs voice and data cable systems. Creates and maintains records on cable assignments, terminations and directory headings, telephone, circuit and other communications equipment type. May support video teleconferencing center equipment and microwave radio systems.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>COMMUNICATIONS TECHNICIAN</b>
<b>Minimum/General Experience:</b>	Two years of experience in maintaining telecommunications and data communications equipment
<b>Functional Responsibility:</b>	Responds to help calls referred by the Help Desk or Customer Support. Implements, installs, and repairs voice and data cable systems. Creates and maintains records on cable assignments, terminations and directory headings, telephone, circuit, and other communication equipment types.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field.

<b>Commercial Job Title:</b>	<b>NETWORK EQUIPMENT TECHNICIAN</b>
<b>Minimum/General Experience:</b>	One year of experience in maintaining and upgrading personal computers at the board or component level.
<b>Functional Responsibility:</b>	Adds or exchanges externally connected PC accessories and data communications equipment. Troubleshoots LAN's/WAN's and provides problem resolution for PC and data communications hardware. Adds or replaces boards, batteries, disks drives, and other PC components. Installs cabling for LANs, WAN's, etc. Attaches, detaches, or exchanges LAN cabling to workstations, servers, network devices, telecommunications and data communications equipment.
<b>Minimum Education:</b>	High school diploma, plus technical training in electronics or computer repair.

<b>Commercial Job Title:</b>	<b>NETWORK INTEGRATION SPECIALIST</b>
<b>Minimum/General Experience:</b>	Two years experience in data communications troubleshooting. Extensive knowledge of network management software and Personal Computer/Local Area Network (PC/LAN) communications hardware and software in a multi-protocol environment.
<b>Functional Responsibility:</b>	Demonstrate progressively responsible experience in the integration of network application, LAN/WAN integration, and the deployment of networking systems.
<b>Minimum Education:</b>	High school diploma, plus technical training in electronics, telecommunications, or computer network hardware or software systems.

<b>Commercial Job Title:</b>	<b>SENIOR ELECTRONICS TECHNICIAN</b>
<b>Minimum/General Experience:</b>	Five years of technical experience in telecommunications programming including communication protocols, hardware, and real-time operating system programming.
<b>Functional Responsibility:</b>	Performs scheduled and unscheduled (troubleshooting and repair) maintenance non-ADPE equipment (i.e., VTC, microwave radio, voice and data communication, modems, interface units, switching systems, etc.).
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field.

<b>Commercial Job Title:</b>	<b>ELECTRONICS TECHNICIAN</b>
<b>Minimum/General Experience:</b>	Two years of experience in maintaining telecommunications and data communications equipment
<b>Functional Responsibility:</b>	Performs scheduled and unscheduled (troubleshooting and repair) maintenance non-ADPE equipment (i.e., VTC, microwave radio, voice and data communication, modems, interface units, switching systems, etc.).
<b>Minimum Education:</b>	High school diploma, plus technical training in telecommunications and data communications devices and systems.

<b>Commercial Job Title:</b>	<b>SENIOR NETWORK EQUIPMENT TECHNICIAN</b>
<b>Minimum/General Experience:</b> Five years of technical experience installing, maintaining, and managing Local Area Networks (LANs). Holds a current certification in LAN administration or engineering appropriate to the network environment being supported.	
<b>Functional Responsibility:</b> Adds or exchanges externally connected PC accessories and data communications equipment. Troubleshoots LANs/WANs and provides problem resolution for PC and data communications hardware. Adds or replaces boards, batteries, disks drives, and other PC components. Installs cabling for LANs, WANs, etc. Attaches, detaches, or exchanges LAN cabling to workstations, servers, network devices, telecommunications and data communications equipment.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>VIDEO PRODUCTION SPECIALIST</b>
<b>Minimum/General Experience:</b> Four years experience in video, studio and post-production, computerized editing equipment, and production of interactive videodiscs.	
<b>Functional Responsibility:</b> Under general direction implements media production via videotape recorder/player; digital special effects equipment and digital still frame storage equipment; and develops pre-master tapes for videodisc, single frame editing, and production techniques. Utilizes authoring and production automation systems to produce interactive videodiscs.	
<b>Minimum Education:</b> High school diploma, plus technical training in telecommunications and data communications devices and systems.	

<b>Commercial Job Title:</b>	<b>VIDEO TELECONFERENCING (VTC) EQUIPMENT OPERATOR</b>
<b>Minimum/General Experience:</b> Two years experience operations of video teleconferencing equipment and connectivity.	
<b>Functional Responsibility:</b> Establishes connections. Maintains, operates and monitors the quality of the connection. Makes operational adjustments to assure quality connections.	
<b>Minimum Education:</b> High school diploma, plus technical training in telecommunications and data communications devices and systems.	

<b>Commercial Job Title:</b>	<b>SENIOR COMPUTER REPAIR TECHNICIAN</b>
<b>Minimum/General Experience:</b> Four years of experience in maintaining and upgrading personal computers at the board or component level.	
<b>Functional Responsibility:</b> Diagnoses end-user equipment problems. Installs and relocates end-user devices. Repairs and services end-user equipment. Performs board-level maintenance and swap out of component parts for ADPE, including PCs, printers, plotters, etc. Performs tests to locate problems using diagnostic software and electronic test equipment. Repairs/replaces broken or non-functional parts that prevent proper operation of mechanical devices. Installs/relocates hardware and software at a designated location and assists users with initial operating instructions. Works independently.	
<b>Minimum Education:</b> High school diploma, plus technical training in electronics or computer repair.	

<b>Commercial Job Title:</b>	<b>COMPUTER REPAIR TECHNICIAN</b>
<b>Minimum/General Experience:</b> Two years of experience in maintaining and upgrading personal computers at the board or component level.	
<b>Functional Responsibility:</b> Diagnoses end-user equipment problems. Installs and relocates end-user devices. Repairs and services end-user equipment. Performs board-level maintenance and swap out of component parts for ADPE, including PCs, printers, plotters, etc. Performs tests to locate problems using diagnostic software and electronic test equipment. Repairs/replaces broken or non-functional parts that prevent proper operation of mechanical devices. Installs/relocates hardware and software at a designated location and assists users with initial operating instructions. Requires minimal supervision	
<b>Minimum Education:</b> High school diploma, plus technical training in electronics or computer repair.	

<b>Commercial Job Title:</b>	<b>JUNIOR TECHNICIAN</b>
<b>Minimum/General Experience:</b> One year of experience in maintaining and upgrading personal computers at the board or component level.	
<b>Functional Responsibility:</b> Installs and terminates data cabling of all types. Works with other technicians to add or exchange externally connected PC accessories, data and communications equipment. Adds or replaces boards, batteries, disk drives, and similar components. Attaches, detaches, or exchanges connected PC accessories, data and telecommunications equipment.	
<b>Minimum Education:</b> High school diploma, plus technical training in electronics or computer repair.	

<b>Commercial Job Title:</b>	<b>WIRING &amp; CABLING TECHNICIAN</b>
<b>Minimum/General Experience:</b> Two years of experience in the installation, monitoring, and repair of computer cabling and wiring. Includes cable pulling of lead-sheathed electrical cables for electric power systems through ducts, as well as installation, maintenance, repair, and modification of cable systems Experienced with a variety of cable types, connectors, and uses. Working knowledge of network communications hardware.	
<b>Functional Responsibility:</b> Plans, monitors, and tests the installation of cable. Tests all newly installed cable to ensure proper functioning. Maintains current, accurate diagrams of the network cable plant. Troubleshoots cable problems. Makes custom patch cables to replace unusable cable and for special requirements. Maintains compliance with all applicable building and fire code regulations.	
<b>Minimum Education:</b> High school diploma and technical training in electronics or a related field.	

<b>Commercial Job Title:</b>	<b>ENTERPRISE ARCHITECT</b>
<b>Minimum/General Experience:</b> Ten years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Applies advanced principles, theories and concepts to a wide range of work in the areas of planning, deployment, operation and/or enhancement of advanced telecommunications and information technology systems networks. Works on complex problems and provides solutions that are innovative and often involve re-evaluation of established theories and practices, leading to new and creative solutions to problems. Learn the business drivers of customer's enterprise architecture. Develop understanding of customer business requirements and how the requirements are evolving. Defines network architecture alternative for interfacing transmission, switching, bandwidth management and network operations equipment and functions. Develops new means of achieving provisioning and billing process/system requirements. Provides practical guidance on deployment planning and for transition. Develops alternative technical solutions in situations where customer has conflicting advice.	
<b>Minimum Education:</b> Master's degree in technical field.	

<b>Commercial Job Title:</b>	<b>SENIOR SYSTEMS ARCHITECT</b>
<b>Minimum/General Experience:</b> Eight years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Working directly with customer management, applies highly advanced principles, theories and concepts that contribute to sustained technical excellence of solutions. Defines leading edge concepts for planning, deployment, operation and/or enhancement of advanced enterprise architecture functions including applications, application integration, business, infrastructure, operations, security, data, storage management, information assurance, presentation, desktop, developer tools, distributed computing, and search. Guides others on solution paths for resolving problems. Establishes technical recommendations in situations where customer has conflicting advice. Provides functional guidance, supervision, technical support, training and quality assurance/quality control to lower level personnel.	
<b>Minimum Education:</b> Bachelor's Degree in technical field.	

<b>Commercial Job Title:</b>	<b>SYSTEMS ARCHITECT</b>
<b>Minimum/General Experience:</b> Four years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Applies highly advanced principles, theories and concepts that contribute to sustained technical excellence of solutions. Manages the technical output of other Consultants, or works independently on unstructured problems and issues involving multivariate factors based on factual or hypothetical data-solution may be innovative or original in nature. Defines leading edge concepts for planning, deployment, operation and/or enhancement of advanced enterprise architecture functions including applications, application integration, business, infrastructure, operations, security, data, storage management, information assurance, presentation, desktop, developer tools, distributed computing, and search. Guides others on solution paths for resolving problems. Assesses technical and cost impact of military versus commercial functional requirements on options. Establishes technical recommendations in situations where customer has conflicting advice.	
<b>Minimum Education:</b> Bachelor's degree in technical field.	

<b>Commercial Job Title:</b>	<b>SENIOR APPLICATION SYSTEMS ANALYST/PROGRAMMER</b>
<b>Minimum/General Experience:</b> Eight years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Plans, directs and monitors the work of team members. Sets priorities to meet the needs of users. Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents those programs. May be involved in related areas such as database design/management, evaluation of commercial off-the-shelf (COTS) products, and analysis of network hardware/software issues.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR PROGRAMMER</b>
<b>Minimum/General Experience:</b> Six years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Performs design, programming, documentation, and implementation of applications that require knowledge of information systems and related systems concepts for effective development and deployment of software modules. Participates in all phases of software development with emphasis on the design, coding, testing, documentation, and acceptance phases. Designs and prepares technical reports and related documentation.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>PROGRAMMER</b>
<b>Minimum/General Experience:</b> Three years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Performs assigned portions of design, programming, and documentation for IS/ADP systems. Participates in all phases of software development with emphasis on the programming, testing, documentation, and acceptance phases. Designs and prepares technical reports and related documentation and makes charts and graphs to record results.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>JUNIOR PROGRAMMER</b>
<b>Minimum/General Experience:</b> One year of technical experience in applications software development.	
<b>Functional Responsibility:</b> Performs assigned portions of design, programming, documentation for IT/ADP systems. Participates in assigned phases of software development with emphasis on the programming, testing acceptance phases. Supports the preparation of technical reports and related documentation	
<b>Minimum Education:</b> High school diploma.	

<b>Commercial Job Title:</b>	<b>SENIOR SOFTWARE ENGINEER</b>
<b>Minimum/General Experience:</b> Six years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Performing studies, analyzing requirements, and recommending optimum approaches is required. Developing systems designs in an open systems architecture utilizing object oriented design methodology. The individual shall be highly knowledgeable of the customer's regulations, manuals, technical orders, standards, and industry publications related to computer systems development; be knowledgeable of and trained in using CASE tools, SQL, prototyping, and third/fourth generation languages in the design of software systems; be knowledgeable of applicable industry and customer standards for POSIX, GOSIP, and X WINDOW Systems; and, be knowledgeable in software reuse and be responsible for identifying reuse opportunities within & across projects, building generic domain models and architectures	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>LEAD APPLICATION SYSTEMS ANALYST/PROGRAMMER</b>
<b>Minimum/General Experience:</b> Eight years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Plans, directs and monitors the work of team members. Sets priorities to meet the needs of users. Formulates/defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents those programs. May be involved in related areas such as database design/management, evaluation of Commercial Off-the-Shelf (COTS) products, and analysis of network hardware/software issues. This skill is qualified to operate in advanced technical environments that include C++, Client/Server, Oracle, Power Builder, Visual Basic, JAVA, and other source code requirements.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>OPERATING SYSTEMS PROGRAMMER</b>
<b>Minimum/General Experience:</b> Five years of technical experience in software development.	
<b>Functional Responsibility:</b> Works from specifications to develop moderately complex operating system software programming applications or modifies/maintains moderately complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs, and documents operating system software. Responsible for applications dealing with the overall operating system, such as file maintenance routines, telecommunications networks, computer accounting, and mathematical or scientific software packages. May support quality assurance review and evaluation of new and existing software products.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR FUNCTIONAL AREA ANALYST</b>
<b>Minimum/General Experience:</b> Six years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Supervisory responsibilities for defining, and documenting functional area system requirements. The individual shall be highly knowledgeable of current Government procedures, regulations, manuals, technical orders, standards, and industry publications, that relate to the functional area specialty that is required to perform the task order.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>FUNCTIONAL ANALYST</b>
<b>Minimum/General Experience:</b> Two years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Analyzes, defines, and documents functional area system requirements as required. The individual shall be knowledgeable of functional area regulations, manuals, technical orders and standards	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>COMPUTER GRAPHICS SPECIALIST</b>
<b>Minimum/General Experience:</b> One year of computer graphics experience.	
<b>Functional Responsibility:</b> Provides expertise on the use of graphics software and hardware capabilities. Evaluates and recommends new graphics products and techniques. Provides technical support to programmers and users on the maintenance, operations, integration, use, and generation of graphics and graphic tools	
<b>Minimum Education:</b> Bachelor's degree in art with a concentration in computer graphics, or a related field, or equivalent technical training.	

<b>Commercial Job Title:</b>	<b>PRINCIPAL WEB TECHNOLOGIES APPLICATIONS DEVELOPER</b>
<b>Minimum/General Experience:</b> Six years experience in the development of Internet/intranet applications.	
<b>Functional Responsibility:</b> Plans, organizes, directs and controls Web applications development activities. Must have thorough knowledge of evolving Web technologies; demonstrate capability for oral and written communications with all levels of management. Performs requirement analysis, formulate and review delivery order plans and deliverable items.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR WEB TECHNOLOGIES APPLICATIONS DEVELOPER</b>
<b>Minimum/General Experience:</b> Four years experience in the development of Internet/Intranet applications.	
<b>Functional Responsibility:</b> Plans, organizes, directs and controls Web Applications Development activities. Must have thorough knowledge of evolving Web Technologies; demonstrate capability for oral and written communications with all levels of management. Performs requirement analysis, formulate and review delivery order plans and deliverable items.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>WEB TECHNOLOGIES APPLICATIONS DEVELOPER</b>
<b>Minimum/General Experience:</b> Two years experience in the development of Internet/Intranet applications.	
<b>Functional Responsibility:</b> Performs assigned portions of design, documentation, and implementation of intra/inter/extranet capabilities that require knowledge of information systems, web applications development, web site construction, web site administration, and related systems concepts for effective development of the intra/inter/extranet(s). Participates in all phases of web applications development with emphasis on design, testing and implementation phases of new web capabilities. Generates technical reports and related documentation as required.	
<b>Minimum Education:</b> High school diploma	

<b>Commercial Job Title:</b>	<b>JUNIOR WEB TECHNOLOGIES APPLICATIONS DEVELOPER</b>
<b>Minimum/General Experience:</b> One years experience in the development of Internet/Intranet applications.	
<b>Functional Responsibility:</b> Performs assigned portions of design, documentation, and implementation of intra/inter/extranet capabilities Participates in assigned software development phases including page generation, testing and implementation phases of new web capabilities. Supports the preparation of technical reports and related documentation as required.	
<b>Minimum Education:</b> High school diploma	

<b>Commercial Job Title:</b>	<b>PRINCIPAL INFORMATION SYSTEMS SECURITY SPECIALIST</b>
<b>Minimum/General Experience:</b> Ten years of technical information technology experience.	
<b>Functional Responsibility:</b> Analyzes and defines security requirements for program protection, technology control, system security engineering, physical protection measures and/or Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to security requirements. Implements and monitors security policies/procedures covering programs, technology, computers, data communications, networks and other program security. Reports on possible breaches of security. Requires knowledge of acquisition security, program protection planning, technology control, physical security measures and countermeasures, programming languages, database systems, operating systems and communications environments, among others.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR INFORMATION SYSTEMS SECURITY SPECIALIST</b>
<b>Minimum/General Experience:</b> Six years of technical information technology experience.	
<b>Functional Responsibility:</b> Analyzes and defines security requirements for program protection, technology control, system security engineering, physical protection measures and/or Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to security requirements. Implements and monitors security policies/procedures covering programs, technology, computers, data communications, networks and other program security. Reports on possible breaches of security. Requires a knowledge of acquisition security, program protection planning, technology control, physical security measures and countermeasures, programming languages, database systems, operating systems and communications environments, among others.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>INFORMATION SYSTEMS SECURITY SPECIALIST</b>
<b>Minimum/General Experience:</b> Four years of technical information technology experience.	
<b>Functional Responsibility:</b> Analyzes and defines security requirements for program protection, technology control, system security engineering, physical protection measures and/or Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to security requirements. Implements and monitors security policies/procedures covering programs, technology, computers, data communications, networks and other program security. Reports on possible breaches of security. Requires a knowledge of acquisition security, program protection planning, technology control, physical security measures and countermeasures, programming languages, database systems, operating systems and communications environments, among others.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SCIENTIFIC SYSTEMS ANALYST</b>
<b>Minimum/General Experience:</b> Ten years of intensive and progressive experience in performing computer programming and systems analysis in broad-based ADP projects including system level analysis, design, development and implementation on contemporary computer hardware, software systems and programming languages.	
<b>Functional Responsibility:</b> Performs high-level systems analysis, design, programming, documentation, or implementation of very complex applications that require a thorough knowledge of specific fields of research. Provides expertise on the use of scientific software and hardware capabilities. Provides detailed assistance to programmers and users on the maintenance, operation, and use of scientific software. Prepares and delivers presentations and briefings as required.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>PRINCIPAL SYSTEMS ANALYST</b>
<b>Minimum/General Experience:</b> Eight years of technical experience in applications software development, one of which is in systems analysis.	
<b>Functional Responsibility:</b> Performs systems analysis, design, programming, documentation, or implementation of complex system applications and related MIS/ADP systems concepts for effective implementation. Participates in all phases of the software development life cycle with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR SYSTEMS ANALYST</b>
<b>Minimum/General Experience:</b> Six years of technical experience in applications software development, one of which is in systems analysis.	
<b>Functional Responsibility:</b> Performs operations research, systems analysis, design, programming, documentation, or implementation of complex system applications and related MIS/ADP systems concepts for effective implementation. Participates in all phases of the software development life cycle with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SYSTEMS ANALYST</b>
<b>Minimum/General Experience:</b> Four years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Performs operations research, systems analysis, design, programming, documentation, or implementation of complex system applications and related IT/ADP systems concepts for effective implementation. Participates in all phases of the software development life cycle with emphasis on the planning, analysis, programming, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>JUNIOR SYSTEMS ANALYST</b>
<b>Minimum/General Experience:</b> One year of technical experience in applications software development.	
<b>Functional Responsibility:</b> Perform duties similar to those assigned to the System Analyst on simple to moderately complex systems	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SYSTEMS SOFTWARE SPECIALIST</b>
<b>Minimum/General Experience:</b>	Eight years of technical experience in software development.
<b>Functional Responsibility:</b>	Evaluates systems software and recommends specific changes in procedures. Reviews computer software systems communications and response needs and determines operating systems and languages needed to support them. Performs systems software "fine-tuning", workload analysis, load balancing, etc. Performs authorized maintenance of a highly specialized nature on systems software, compilers, assemblers, and utility systems. Oversees total data processing/communications system restoration following significant system crashes. Determines system performance capabilities, diagnoses system failures and degradations and isolates the failure or degradation as to cause. Integrates various types of software (general applications, scientific and special-purpose applications, operating systems, compilers) into distributed computing environment. Develops systems software (scripts and tools) to assist in management of computing environment. Monitors software usage and provides statistics on such.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field.

<b>Commercial Job Title:</b>	<b>COMPUTER RESOURCES ADMINISTRATOR</b>
<b>Minimum/General Experience:</b>	Two years of experience in the evaluation, installation, configuration management, and user support of hardware and software.
<b>Functional Responsibility:</b>	Performs a wide variety of computer resource management functions in support of computer operations including monitoring and maintaining the configurations of PCs. Modifies command language programs, manages system accounts, diagnoses system problems, analyzes system performance, and performs system tuning. Performs account maintenance functions including the establishment of new user accounts. Helps minimize the impact of service interruptions by initiating recovery processes. Monitors and records hardware, software, and communications performance utilization statistics.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field.

<b>Commercial Job Title:</b>	<b>COMPUTER OPERATIONS SUPERVISOR</b>
<b>Minimum/General Experience:</b>	Ten years of information technology experience, including experience in a management or supervisory capacity.
<b>Functional Responsibility:</b>	Supervises computer support operations including, but not limited to, computer operations, production control, data entry, remote job entry, tape library, etc. Plans, organizes, directs, and controls computer systems operations. Supervises personnel engaged in the operation of computer consoles and peripheral equipment. Identifies processing requirements and schedules job streams for computer runs. Must have a thorough knowledge of the capabilities of applicable computer hardware configurations. Establishes, modifies, and deletes user accounts according to approved procedures.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field, or in the project's functional area.

<b>Commercial Job Title:</b>	<b>SENIOR COMPUTER OPERATOR</b>
<b>Minimum/General Experience:</b>	Four years of technical experience in computer operations.
<b>Functional Responsibility:</b>	Supervises computer operations personnel in the operation of computer consoles and peripheral equipment. Must have a broad knowledge of the capabilities of the hardware systems to be operated. Must be familiar with all operating procedures.
<b>Minimum Education:</b>	High school diploma

<b>Commercial Job Title:</b>	<b>COMPUTER OPERATOR</b>
<b>Minimum/General Experience:</b> One year of technical experience in computer operations.	
<b>Functional Responsibility:</b> Operates computer consoles and peripheral equipment, conforming to site-specific operating procedures. Must be familiar with all normal operating procedures.	
<b>Minimum Education:</b> High school diploma	

<b>Commercial Job Title:</b>	<b>SENIOR CONFIGURATION MANAGEMENT SPECIALIST</b>
<b>Minimum/General Experience:</b> Four years of technical experience in configuration management of hardware and software; contract data management; engineering data management; and/or deficiency report management.	
<b>Functional Responsibility:</b> Duties include: Configuration Identification, including reviewing program unique specifications for hardware and software; reviewing engineering drawings and conducting in-process reviews; requesting nomenclature and assignments for Configuration Items; and ensuring appropriate documentation is approved. Establishes and enforces procedures to ensure that software products are reviewed, approved, and baselined at the appropriate points in their life cycles. Responsible for Change Control, Configuration Audits, including developing audit plans, monitoring corrective actions and closure of action items; tracking the configuration of fielded systems and equipment; and monitoring changes and status of configuration baseline documentation. Ensures that the proper documentation is available to deploy and maintain each version of a software product or deployed hardware and software. Responsible for data management integrity. Individual would be required to work independently or with very little supervision.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related functional area field.	

<b>Commercial Job Title:</b>	<b>CONFIGURATION MANAGEMENT SPECIALIST</b>
<b>Minimum/General Experience:</b> Two years of technical experience in applications software development.	
<b>Functional Responsibility:</b> Supports Configuration Identification, including reviewing program unique specifications for hardware and software; reviewing engineering drawings and conducting in-process reviews; requesting nomenclature and assignments for Configuration Items; and ensuring appropriate documentation is approved. Supports Change Control, Configuration Audits, including developing audit plans, monitoring corrective actions and closure of action items; tracking the configuration of fielded systems and equipment; and monitoring changes and status of configuration baseline documentation. Ensures that the proper documentation is available to deploy and maintain each version of a software product or deployed hardware and software. Responsible for data management integrity.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>ADP HARDWARE SPECIALIST</b>
<b>Minimum/General Experience:</b> One year of experience in the evaluation of commercial off-the-shelf (COTS) hardware and software.	
<b>Functional Responsibility:</b> Determines feasible hardware alternatives in client server environments. Reviews computer systems in terms of capabilities and makes recommendations for improved utilization. Prepares or directs preparation of reports concerning hardware. Prepares or participates in preparing functional requirements and specification for hardware acquisitions.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR PROJECT ENGINEER</b>
<b>Minimum/General Experience:</b> Seven years of technical experience in engineering, systems design, and programming.	
<b>Functional Responsibility:</b> Provides technical guidance for acquisitions, upgrades, research and development and new development. Designs and develops complex systems. Applies state-of-the-art technology in the analysis, development, and acquisition of information and network systems. Evaluates alternatives and recommends Commercial-off-the-shelf (COTS) hardware and system software.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>PROJECT ENGINEER</b>
<b>Minimum/General Experience:</b> Three years of technical experience in engineering, systems design, and programming.	
<b>Functional Responsibility:</b> Provides technical guidance for acquisitions, upgrades, research and development and new development. Designs and develops complex systems. Applies state-of-the-art technology in the analysis, development, and acquisition of information and network systems. Evaluates alternatives and recommends COTS hardware and system software.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR COMMUNICATIONS ENGINEER</b>
<b>Minimum/General Experience:</b> Five years of technical experience in telecommunications programming including communication protocols, hardware, and real-time operating system programming.	
<b>Functional Responsibility:</b> Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Plans and monitors the installation of communications circuits. Manage and monitor local area networks and associated equipment (e.g., bridges, routers, modem pools, gateways, etc.) Conducts short- and long-term planning to meet communications requirements.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>COMMUNICATIONS ENGINEER</b>
<b>Minimum/General Experience:</b> Two years of experience in maintaining telecommunications and data communications equipment.	
<b>Functional Responsibility:</b> Responsible for the design and implementation of data communications or telecommunications networks. May support video teleconferencing center equipment and communication requirements. Plans and monitors the installation of communication circuits and recommends enhancements. Manages and monitors LANs and associated equipment (e.g., bridges, routers, hubs, modem pools, gateways, etc.) Analyzes interface requirements between WANs and computer networks. Troubleshoots and resolves technical problems and issues relating to VTC systems and associated communication equipment. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes and throughput). Conducts short and long term planning to meet communication requirements.	
<b>Minimum Education:</b> High school diploma, plus technical training in telecommunications and data communications devices and systems.	

<b>Commercial Job Title:</b>	<b>PRINCIPAL SYSTEMS ENGINEER</b>
<b>Minimum/General Experience:</b> Eight years of technical experience in software development.	
<b>Functional Responsibility:</b> Responsible for designing, developing, documenting enhancements/extensions to the current product base. Participate in defining and implementing the HW/SW evolution of the customer and contractor operated facility. Responsible for the design and implementation of networks using hub, router, and switch technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade studies and evaluation for vendor equipment. Generates network monitoring/performance reports for network utilization studies. Recommends network design changes/enhancements for improved system availability and performance. Plans, design, documents, and deploys electronic messaging, remote access, and group productivity systems across the enterprise.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR SYSTEMS ENGINEER</b>
<b>Minimum/General Experience:</b> Two years of technical experience installing, maintaining, and managing Local Area Networks (LANs), Wide Area Networks (WANs), or Metropolitan Area Networks (MANs).	
<b>Functional Responsibility:</b> Responsible for the design and implementation of LAN/WANs using hub and router technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Generates network monitoring/performance reports for LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SYSTEMS ENGINEER</b>
<b>Minimum/General Experience:</b> Two years of experience in the evaluation, installation, configuration management, and user support of hardware and software.	
<b>Functional Responsibility:</b> Assists in the design and implementation of LAN/WAN's using hub and router technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Assists in generating network monitoring and performance reports for LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>JUNIOR ENGINEER</b>
<b>Minimum/General Experience:</b> Two years of experience in the evaluation, installation, configuration management, and user support of hardware and software.	
<b>Functional Responsibility:</b> Perform similar duties as the Systems Engineer or Communications Engineer. Duties are performed under the direct guidance and assistance of a senior engineer.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR BUSINESS ENGINEER</b>
<b>Minimum/General Experience:</b> Ten years of intensive and progressive experience in performing computer programming and systems analysis in broad-based ADP projects including system level analysis, design, development and implementation on contemporary computer hardware, software systems and programming languages.	
<b>Functional Responsibility:</b> Using incremental development, rapid prototyping, and CASE technology concepts and techniques is required. Using business analysis methodology and business case analysis definition language (IDEF) to conduct business process modernization projects. Shall be capable of applying, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis, activity cost-based analysis, economic and investment analysis, and modern business methods and performance measurement techniques. Shall be capable of developing and applying organization-wide information models for use in designing and building integrated, shared software and database management systems. Shall be capable of constructing sound, logical business improvement opportunities consistent with the guiding principles of the DOD corporate information management initiative, cost savings, object oriented methodology, and open system architecture objectives.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR DATA BASE MANAGER / ADMINISTRATOR</b>
<b>Minimum/General Experience:</b> Ten years or more of technical experience in administration, analysis, and programming of computerized databases.	
<b>Functional Responsibility:</b> Administers computer databases. Assigns contractor-supplied personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports. Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities and methods. Consults with and advises users of the various databases. Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepares activity and progress reports regarding the database management section. Must have skill using Microsoft Access.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>DATA BASE MANAGER / ADMINISTRATOR</b>
<b>Minimum/General Experience:</b> Seven years of technical experience in administration, analysis, and programming of computerized databases.	
<b>Functional Responsibility:</b> Administers computer databases. Assigns contractor-supplied personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports. Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities and methods. Consults with and advises users of the various databases. Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. Prepares activity and progress reports regarding the database management section. Must have skill using Microsoft Access.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>DATA BASE MANAGEMENT SPECIALIST</b>
<b>Minimum/General Experience:</b> Five years of technical experience in administration, analysis, and programming of computerized databases.	
<b>Functional Responsibility:</b> Specifies proper types of files organization, indexing methods, and security procedures. Advises contractor project teams on the design of complex data bases (e.g., schema and subschema details). Defines specialized aspects of user's data base administrator documentation. Performs detailed comparisons of various data base systems. Performs duties in a complex, distributed, heterogeneous computing environment, which may involve different types of hardware platforms, operating systems applications, and network environments. Provides expertise in data storage systems. Develops backup and archival policies and procedures. Configures storage systems software to meet requirements. Performs administration tasks (installing, maintaining, monitoring, recovering, rebuilding, upgrading, patching and performance tuning). Implements software solutions for performance enhancement, operator interface, and increased user capability.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR DATA BASE ANALYST / PROGRAMMER</b>
<b>Minimum/General Experience:</b> Six years of technical experience in administration, analysis, and programming of computerized databases.	
<b>Functional Responsibility:</b> Under general direction, designs, implements, and maintains moderately complex databases with respect to the operating system, access methods, access time, device allocation, validation checks, organization, and statistical methods. Maintains database dictionaries and integrates system through database design.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>DATA BASE ANALYST / PROGRAMMER</b>
<b>Minimum/General Experience:</b> Four years of technical experience in administration, analysis, and programming of computerized databases.	
<b>Functional Responsibility:</b> Under general direction, designs, implements, and maintains moderately complex databases with respect to the operating system, access methods, access time, device allocation, validation checks, organization, and statistical methods. Maintains database dictionaries and integrates system through database design.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field.	

<b>Commercial Job Title:</b>	<b>DATA ENTRY SPECIALIST</b>
<b>Minimum/General Experience:</b> Three years of technical experience in data entry.	
<b>Functional Responsibility:</b> Performs data entry and verification using contemporary ADP key entry devices. Data is from numerous types of source documents requiring various formats. Occasionally required to code data to forms prior to data entry. This category provides incidental support for other approved requirements	
<b>Minimum Education:</b> High school diploma.	

<b>Commercial Job Title:</b>	<b>DATA CONTROL SPECIALIST</b>
<b>Minimum/General Experience:</b> Three years of technical experience in data entry.	
<b>Functional Responsibility:</b> Performs various functions supporting the operation of an ADP installation including scheduling operations, data review and preparation, tape library control, distribution of ADP system reports, etc.	
<b>Minimum Education:</b> High school diploma	

<b>Commercial Job Title:</b>	<b>SENIOR INSTRUCTIONAL SYSTEMS DESIGNER</b>
<b>Minimum/General Experience:</b>	Six years of technical training experience.
<b>Functional Responsibility:</b>	Demonstrated working knowledge of and ability to apply state-of the art training methodologies, including experience with videoconferences and/or experience as a trainer. Must have experience in professional writing and editing of instructional materials
<b>Minimum Education:</b>	Bachelor's degree in computer science, a training field, or a related field.

<b>Commercial Job Title:</b>	<b>INSTRUCTIONAL SYSTEMS DESIGNER</b>
<b>Minimum/General Experience:</b>	Four years of technical training experience.
<b>Functional Responsibility:</b>	Demonstrated working knowledge of and ability to apply state-of the art training methodologies, including experience with videoconferences and/or experience as a trainer. Must have experience in professional writing and editing of instructional materials
<b>Minimum Education:</b>	Bachelor's degree in computer science, a training field, or a related field.

<b>Commercial Job Title:</b>	<b>TRAINING SUPERVISOR</b>
<b>Minimum/General Experience:</b>	Four years of technical training experience.
<b>Functional Responsibility:</b>	Supervises trainers who conduct IS/ADP subject matter training classes. May conduct training classes. Works closely with personnel to determine training and scheduling requirements. Responsible for the development and quality of course material. Reviews and provides inputs for training documentation.
<b>Minimum Education:</b>	Bachelor's degree in computer science, a training field, or a related field.

<b>Commercial Job Title:</b>	<b>SENIOR TRAINER</b>
<b>Minimum/General Experience:</b>	Six years of technical training experience.
<b>Functional Responsibility:</b>	Conducts information systems /automated data processing training classes. Prepares training documentation.
<b>Minimum Education:</b>	Bachelor's degree in computer science, a training field, or a related field.

<b>Commercial Job Title:</b>	<b>TRAINER</b>
<b>Minimum/General Experience:</b>	Four years of technical training experience.
<b>Functional Responsibility:</b>	Conducts information systems /automated data processing training classes. Prepares training documentation.
<b>Minimum Education:</b>	Bachelor's degree in computer science, a training field, or a related field.

<b>Commercial Job Title:</b>	<b>SOFTWARE DEVELOPMENT MANAGER</b>
<b>Minimum/General Experience:</b>	Ten years of information technology experience, including experience in a management or supervisory capacity.
<b>Functional Responsibility:</b>	Plans and supervises multiple projects and/or delivery orders involving complex information systems software development. Manages software development and support tasks using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time and improving current techniques.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field, or in the project's functional area.

<b>Commercial Job Title:</b>	<b>OPERATIONS AND SUPPORT MANAGER</b>
<b>Minimum/General Experience:</b> Ten years of information technology experience, including experience in a management or supervisory capacity.	
<b>Functional Responsibility:</b> Organizes, directs and manages the contract's operation and maintenance function. Manages the LAN/WAN computer support operations such as network operations, system software maintenance, production control, data entry, remote job entry, tape library, etc. Must have demonstrated capability for oral and written communications with all levels of management. Must have a thorough knowledge of the capabilities of applicable computer and communications configurations. Ensures conformance with delivery order schedules and costs.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field, or in the project's functional area.	

<b>Commercial Job Title:</b>	<b>MANAGEMENT INFORMATION SYSTEMS PROJECT MANAGER</b>
<b>Minimum/General Experience:</b> Ten years of information technology experience, including experience in a management or supervisory capacity.	
<b>Functional Responsibility:</b> Plans, organizes, directs and controls IT/ADP activities identified in the Government task request. Must have thorough knowledge of the IT/ADP area. Must have demonstrated capability for oral and written communications with all levels of management. Meets with Government personnel and contractor personnel to formulate and review delivery order plans and deliverable items. Ensures conformance with delivery order schedules and costs.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field, or in the project's functional area.	

<b>Commercial Job Title:</b>	<b>SENIOR PROJECT MANAGER</b>
<b>Minimum/General Experience:</b> Ten years of information technology experience, including experience in a management or supervisory capacity.	
<b>Functional Responsibility:</b> Responsible for overseeing the day-to-day operations and provided overall direction and management of specific Task Requirement Package(s). This will include administrative responsibility, technical guidance over network engineering, integration engineering, network installation and testing methodologies, and performance schedules.	
<b>Minimum Education:</b> Bachelor's degree in computer science or a related field, or in the project's functional area.	

<b>Commercial Job Title:</b>	<b>PROJECT MANAGER</b>
<b>Minimum/General Experience:</b> Four years of technical experience	
<b>Functional Responsibility:</b> Takes leadership of technical/administrative projects and tasks. Plans, schedules, documents, reports, tracks progress of any provides status accounting and technical management of projects to ensure work scope, schedule and budgets and defined and maintained.	
<b>Minimum Education:</b> Bachelor's degree in engineering/Systems Engineering.	

<b>Commercial Job Title:</b>	<b>OFFICE AUTOMATION SPECIALIST</b>
<b>Minimum/General Experience:</b> One year of office automation hardware and software experience.	
<b>Functional Responsibility:</b> Applies current technology in providing MIS solutions. Provides highly technical expertise in providing business application solutions. Must have a comprehensive understanding of hardware/software and communication environments to include: client/server technology, host/mainframe technology, IS, and related peripheral equipment.	
<b>Minimum Education:</b> Associate's degree which includes computer-related course work, or technical training in office automation hardware and software.	

<b>Commercial Job Title:</b>	<b>LEAD HELP DESK COORDINATOR</b>
<b>Minimum/General Experience:</b>	Ten years of information technology experience, including experience in a management or supervisory capacity.
<b>Functional Responsibility:</b>	Staffs the Help Desk. Answers user's calls and records all necessary information. Offers assistance over the phone and follows the problem through to resolution. Assigns problems to the appropriate area for resolution. Logs and reports data on the number and types of calls received.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field, or in the project's functional area.

<b>Commercial Job Title:</b>	<b>HELP DESK COORDINATOR</b>
<b>Minimum/General Experience:</b>	One year of experience performing help desk functions.
<b>Minimum/General Experience:</b>	Staffs the Help Desk. Answers user's calls and records all necessary information. Offers assistance over the phone and follows the problem through to resolution. Assigns problems to the Field Service Technicians, Training Center, or appropriate area for resolution. Logs and reports data on the number and type of calls received
<b>Minimum Education:</b>	High school diploma.

<b>Commercial Job Title:</b>	<b>SENIOR QUALITY ASSURANCE SPECIALIST</b>
<b>Minimum/General Experience:</b>	Six years of technical experience in applications software development.
<b>Functional Responsibility:</b>	Implementing a program of reporting, tracking and analyzing key software metrics, monitoring quality procedures and participating in software reviews and testing. Individual shall be familiar with the latest commercial products and procedures for identifying software errors and evaluating software quality and efficiency. This person shall be knowledgeable of all applicable regulations, manuals, and standards relating to quality assurance.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field.

<b>Commercial Job Title:</b>	<b>QUALITY ASSURANCE SPECIALIST</b>
<b>Minimum/General Experience:</b>	Two years of technical experience in applications software development.
<b>Functional Responsibility:</b>	Implementing a program of reporting, tracking and analyzing key software metrics, monitoring quality procedures and participating in software reviews and testing. Individual shall be familiar with the latest commercial products and procedures for identifying software errors and evaluating software quality and efficiency. This person shall be knowledgeable of all applicable regulations, manuals, and standards relating to quality assurance.
<b>Minimum Education:</b>	Bachelor's degree in computer science or a related field.

<b>Commercial Job Title:</b>	<b>SUBJECT MATTER EXPERT</b>
<b>Minimum/General Experience:</b>	Fifteen years of specialized technical experience in a functional area of expertise.
<b>Functional Responsibility:</b>	Possesses unique experience and expert knowledge in technical, functional, and/or process areas. Applies best industry practices and standards, leading-edge technology, and innovative solutions to intractable problems. Develops insightful solutions to meet fiscal, technological and schedule constraints. Works closely with the information technologists to identify the best technological solution to technical issues.
<b>Minimum Education:</b>	Master's degree in a relevant functional area.

<b>Commercial Job Title:</b>	<b>EXPERT SENIOR SCIENTIST/POLICY ADVISOR</b>
<b>Minimum/General Experience:</b> Widely recognized as an expert in the selected field as a result of certification, authoring, or holding either appointed or elected position of one or more influential organizations.	
<b>Functional Responsibility:</b> Provide expert guidance and direction at the highest possible expert and intellectual levels for very difficult areas requiring innovation, research, or for tasks involving ADP related policy at a high level affecting large organizations or populations.	
<b>Minimum Education:</b> Ph.D., LL.D., MD, or widely recognized as an expert in the specialized field of expertise.	

<b>Commercial Job Title:</b>	<b>CAD OPERATOR</b>
<b>Minimum/General Experience:</b> Four years of experience preparing drawings, schematics, etc., using computer hardware and software related to Computer Aided Design (CAD) products.	
<b>Functional Responsibility:</b> Under general direction prepares wiring diagrams, electronic schematics, and engineering drawings using software-driven graphics programs. Utilizing automated drafting and drawing system, produces engineering drawings and 2D/3D graphics with animation for training programs and simulators.	
<b>Minimum Education:</b> High school graduate or equivalent, and technical training in drafting, art, computer graphics, or a related field.	

<b>Commercial Job Title:</b>	<b>SENIOR TECHNICAL WRITER</b>
<b>Minimum/General Experience:</b> Five years of experience in writing and editing technical documentation.	
<b>Functional Responsibility:</b> Prepares and edits IT/ADP documentation incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Must have a substantial knowledge of the capabilities of computer systems. Duties include writing, editing, and graphic presentation of technical information for both technical and non-technical personnel. Interprets technical documentation standards and prepares documentation according to standards. Must be capable of working independently. This category provides incidental support for other approved requirements.	
<b>Minimum Education:</b> High school diploma, plus course work in technical writing or editing.	

<b>Commercial Job Title:</b>	<b>TECHNICAL WRITER</b>
<b>Minimum/General Experience:</b> Two years of experience in writing and editing technical documentation.	
<b>Functional Responsibility:</b> Leads the preparation and editing of IT/ADP documentation incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Duties include writing, editing, and graphic presentation of technical information for both technical and non-technical personnel. Interprets technical documentation standards and prepares documentation according to standards. Must be capable of working independently.	
<b>Minimum Education:</b> Bachelor's degree in a related field.	

<b>Commercial Job Title:</b>	<b>TECHNICAL TYPIST</b>
<b>Minimum/General Experience:</b> Three years of experience in preparing and maintaining technical documentation.	
<b>Functional Responsibility:</b> Prepares draft and final form technical documents. Must be capable of typing at average or above average speed. Must be capable of typing technical narratives and data. Responsible for spelling, grammar, proper format, and for proofreading finished documents. Must be capable of using various word processing equipment. This category provides incidental support for other approved requirements.	
<b>Minimum Education:</b> High school diploma, plus technical writing course work.	

<b>Commercial Job Title:</b>	<b>SENIOR COMPUTER GRAPHIC ILLUSTRATOR</b>
<b>Minimum/General Experience:</b> Three years of desktop publishing experience.	
<b>Functional Responsibility:</b> Duties will include recommending various methods of portraying ideas and the design, layout, and generation of a variety of graphical presentation products from rough drafts or outlines. Must possess skill in the preparation of graphs, charts and text data for visual presentations. Duties will be performed using complex automated color graphic equipment and PC software packages. A basic knowledge of graphic equipment, graphic software, file formats and graphic terms is required.	
<b>Minimum Education:</b> Bachelor's degree in English or a related field, or equivalent technical training.	

<b>Commercial Job Title:</b>	<b>COMPUTER GRAPHIC ILLUSTRATOR</b>
<b>Minimum/General Experience:</b> One year of desktop publishing experience.	
<b>Functional Responsibility:</b> Duties will include recommending various methods of portraying ideas and the design, layout, and generation of a variety of graphical presentation products from rough drafts or outlines. Must possess skill in the preparation of graphs, charts and text data for visual presentations. Duties will be performed using complex automated color graphic equipment and PC software packages. A basic knowledge of graphic equipment, graphic software, file formats and graphic terms is required.	
<b>Minimum Education:</b> Bachelor's degree in English or a related field, or equivalent technical training.	

<b>Commercial Job Title:</b>	<b>SENIOR ADMINISTRATIVE SPECIALIST</b>
<b>Minimum/General Experience:</b> Three years of experience in general office practices. Proficiency with word processing, spreadsheets, database, and other office software.	
<b>Functional Responsibility:</b> Conducts a variety of clerical and other administrative tasks. Duties include the generation and implementation of procedures for typing, filing, copying, paper shredding, destruction of sensitive data, documentation control and action items. Responsible for typing correspondence and other documents and forms as directed. Maintains project files both manually and electronically. Maintains the calendar for the office staff. Plans and coordinates project meetings as directed. Makes travel arrangements for staff. Attends project meetings, recording meeting minutes and action items. Assists in the development of project reports and briefing, including writing initial drafts for review from notes and verbal direction and providing graphical representation of project status. Prepares budget, cost, and other spreadsheets. Provides word processing support as needed for data conversion, records or data management, and non-technical documentation. Proficient in productivity tools such as Microsoft Word, Excel, PowerPoint, PerformPro and Access.	
<b>Minimum Education:</b> High school diploma.	

<b>Commercial Job Title:</b>	<b>ADMINISTRATIVE SPECIALIST</b>
<b>Minimum/General Experience:</b> One year of experience in general office practices. Proficiency with word processing, spreadsheets, database, and other office software.	
<b>Functional Responsibility:</b> Conducts a variety of clerical and other administrative tasks. Types correspondence and other documents and forms as directed. Maintains project files both manually and electronically. Maintains the calendar for the office staff. Plans and coordinates project meetings as directed. Makes travel arrangements for staff. Attends project meetings, recording meeting minutes and action items. Assists in the development of project reports and briefing, including writing initial drafts for review from notes and verbal direction and providing graphical representation of project status. Prepares budget, cost, and other spreadsheets. Provides word processing support as needed for data conversion, records or data management, and non-technical documentation.	
<b>Minimum Education:</b> High school diploma.	

<b>Commercial Job Title:</b>	<b>ENGAGEMENT MANAGER</b>
<b>Minimum/General Experience:</b> Ten years of general experience.	
<b>Functional Responsibility:</b> Responsible for managing multiple project engagements/tasks, interfacing with senior leadership and assuring the quality of overall programs. Create an environment that inspires and champions those who exceed desired results. Lead and integrate elements of complex projects to achieve desired results by setting strategically aligned goals. Responsible for oversight, coordination, and integration of multiple business improvement and enterprise transformation projects provided by the company or agency's direction. Assist the customer in determining schedules, in reviewing deliverables, and in participating in project reviews that look across the totality of the customers' programs. Sets project 'point-of-view' and overall approach to engagements and shapes senior management agendas to create and maintain an executive level momentum for change. Facilitate and lead team discussions and meetings.	
<b>Minimum Education:</b> Bachelor's degree	

<b>Commercial Job Title:</b>	<b>SENIOR MANAGER</b>
<b>Minimum/General Experience:</b> Eight years of general experience.	
<b>Functional Responsibility:</b> Responsible for the overall performance of the task order such as formulating work standards; assigning contractor schedules and resources; reviewing performance, cost, and budget information; supervising contractor personnel; and communicating policies, purposes, and goals of the organization to subordinates. Builds and leads effective, energized teams. Ensures desired results by determining, implementing objectives and allocating appropriate resources. Interfaces with client sponsor on all aspects of the program. Leverages tools and techniques and methods from other projects.	
<b>Minimum Education:</b> Bachelor's degree	

<b>Commercial Job Title:</b>	<b>SENIOR EXECUTIVE CONSULTANT</b>
<b>Minimum/General Experience:</b>	Twelve years of general experience.
<b>Functional Responsibility:</b>	Serve as a coach or mentor to the other team members on complex business improvement engagements. Recognized as an authority or expert on one or more business improvement subject areas, such as, but not limited to: change management, strategic and business planning, statistical process control, development of leadership/management skills, organizational design, benchmarking, survey analysis, training development, performance measurement, customer analysis, simulation methods and methodology, information management, process modeling and analysis, performance measurement, and Business Process Reengineering (BPR) methodologies. Must know process improvement strategies for difficult projects, business analysis methods and techniques, sophisticated consulting strategies and techniques, functional area test practices, organizational development and systems approaches to integrating total solutions. Interfaces with senior and executive level client management. Experienced with large and complex management and organizational challenges.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>EXECUTIVE CONSULTANT</b>
<b>Minimum/General Experience:</b>	Ten years of general experience.
<b>Functional Responsibility:</b>	Serve as a coach or mentor to the other team members and be recognized as an authority on one or more business improvement subject areas, such as, but not limited to: change management, strategic and business planning, statistical process control, development of leadership/management skills, organizational design, benchmarking, survey analysis, training development, performance measurement, customer analysis, simulation methods and methodology, information management, process modeling and analysis, performance measurement, and Business Process Reengineering (BPR) methodologies. Must demonstrate strong process improvement strategies for difficult projects, business analysis methods and techniques, sophisticated consulting strategies and techniques, functional area test practices, organizational development and systems approaches to integrating total solutions.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>PRINCIPAL CONSULTANT</b>
<b>Minimum/General Experience:</b>	Eight years of general experience.
<b>Functional Responsibility:</b>	Responsible for applying financial management, statistical techniques, applied mathematics, business improvement and reengineering principles to organizational development, process modernization and other engineering projects. Duties may include the planning, organizing and directing of cost, budget, and/or schedule analysis and research efforts of a group of specialists and/or advising on and performing profession or technical work in cost, budget or schedule analysis and research. Work requires the technical capability to independently plan, organize, complete, and present assessments of cost, budget and schedule implications of existing and projected technological advances as well as being able to evaluate the impact of new and innovative acquisition strategies. This encompasses a thorough knowledge of statistical techniques, applied mathematics and economics along with understanding of engineering disciplines. Understand the fundamental drivers of business performance. Interpret data to discern problems, identify opportunities, understand issues, and predict trends. Translate data into powerful displays that facilitate others' understanding. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>SENIOR CONSULTANT</b>
<b>Minimum/General Experience:</b> Six years of general experience.	
<p><b>Functional Responsibility:</b> Responsible for applying financial management, statistical techniques, applied mathematics, business improvement and reengineering principles to organizational development, process modernization and other engineering projects. Duties may include the planning, organizing and directing of cost, budget, and/or schedule analysis and research efforts of a group of specialists and/or advising on and performing profession or technical work in cost, budget or schedule analysis and research. Work requires the technical capability to independently plan, organize, complete, and present assessments of cost, budget and schedule implications of existing and projected technological advances as well as being able to evaluate the impact of new and innovative acquisition strategies. This encompasses a thorough knowledge of statistical techniques, applied mathematics and economics along with understanding of engineering disciplines. Understand the fundamental drivers of business performance. Interpret data to discern problems, identify opportunities, understand issues, and predict trends. Translate data into powerful displays that facilitate others' understanding. Responsible for assisting in effectively transitioning existing project teams, and facilitating project teams in the accomplishment of project activities and objectives. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer. Skilled in areas such as, but not limited to, methodology development, change management, organizational development, activity and data modeling, financial management, statistical techniques, performance measurement, benchmarking and identifying best practices. Demonstrate creative "Out-of-the-box" thinking and display strong communication skills. Demonstrate action, implement concepts and seek meaningful results to problems. Assist or lead in the facilitation of discussions and meetings with customer staff.</p>	
<b>Minimum Education:</b> Bachelor's degree	

<b>Commercial Job Title:</b>	<b>CONSULTANT</b>
<b>Minimum/General Experience:</b> Four years of general experience.	
<p><b>Functional Responsibility:</b> Responsible for, or assisting with, applying financial management, business improvement and reengineering principles to organizational development and process modernization projects. Duties may include the planning, organizing and directing of cost, budget, and/or schedule analysis and research efforts of a group of specialists and/or advising on and performing profession or technical work in cost, budget or schedule analysis and research. Work requires the technical capability to independently plan, organize, complete, and present assessments of cost, budget and schedule implications of existing and projected technological advances as well as being able to evaluate the impact of new and innovative acquisition strategies. This encompasses a thorough knowledge of statistical techniques, applied mathematics and economics along with understanding of engineering disciplines. Understand the fundamental drivers of business performance. Interpret data to discern problems, identify opportunities, understand issues, and predict trends. Translate data into powerful displays that facilitate others' understanding. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.</p>	
<b>Minimum Education:</b> Bachelor's degree	

<b>Commercial Job Title:</b>	<b>FINANCIAL ANALYST</b>
<b>Minimum/General Experience:</b>	Four years of general experience.
<b>Functional Responsibility:</b>	This position supports the project manager and the management consulting, facilitation, training, and survey teams. Directs financial management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report or recommended solutions. Prepares and presents financial and contractual information to senior management. Works independently, with minimal supervision.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>SENIOR PROJECT SUPPORT ANALYST</b>
<b>Minimum/General Experience:</b>	Six years of general experience.
<b>Functional Responsibility:</b>	This position supports the management consulting, facilitation, training, survey teams, and/or acquisition of products and services. Liaison for the staff when they are out of the office, and coordinates getting information/messages to them in a timely manner. Assists in preparing management plans, reports, and deliverables. Provides tracking of inventory, equipment receipt, and shipments. Coordinates schedules to facilitate completion of tasks, training sessions, deliverables, Purchase Orders, Work Request reviews, briefings, electronic meetings, and surveys. Performs analysis, development, and review of program administrative operating procedures.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>PROJECT SUPPORT ANALYST</b>
<b>Minimum/General Experience:</b>	Four years of general experience.
<b>Functional Responsibility:</b>	This position supports the management consulting, facilitation, training, survey teams, and/or acquisition of products and services. Liaison for the staff when they are out of the office, and coordinates getting information/messages to them in a timely manner. Assists in preparing management plans, reports, and deliverables. Provides tracking of inventory, equipment receipt, and shipments. Coordinates schedules to facilitate completion of tasks, training sessions, deliverables, Purchase Orders, Work Request reviews, briefings, electronic meetings, and surveys. Performs analysis, development, and review of program administrative operating procedures.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>JUNIOR PROJECT SUPPORT ANALYST</b>
<b>Minimum/General Experience:</b>	Two years of general experience.
<b>Functional Responsibility:</b>	This position supports the management consulting, facilitation, training, and survey teams. Assists in preparing management plans, reports, and deliverables. Assists in coordinating schedules to facilitate completion of tasks, training sessions, deliverables, Work Request reviews, briefings, electronic meetings, and surveys. May perform analysis, development, and review of program administrative operating procedures. Orders materials and supplies for consulting, training, facilitation, and survey engagements. May support inventory tracking, material receipt, shipments and acquisition of products and services.
<b>Minimum Education:</b>	High school diploma

<b>Commercial Job Title:</b>	<b>SENIOR PROJECT SUPPORT SPECIALIST</b>
<b>Minimum/General Experience:</b>	Ten years of general experience.
<b>Functional Responsibility:</b>	This position supports the management consulting, facilitation, training, survey teams, logistics support analysis, and/or contracting for and acquisition of products and services in a highly complex contract environment. Logistics support of material goods, personnel, and operational maintenance and repair of systems throughout their life cycles in specific disciplines such as feasibility analysis, logistics planning, Manages schedules to facilitate completion of tasks, training sessions, deliverables, Purchase Orders, Work Request reviews, briefings, electronic meetings, and surveys. Performs analysis, development, and review of program administrative operating procedures for contracting and procurement.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>PROJECT SUPPORT SPECIALIST</b>
<b>Minimum/General Experience:</b>	Six years of general experience.
<b>Functional Responsibility:</b>	This position supports the management consulting, facilitation, training, survey teams, logistics support analysis, and/or contracting for and acquisition of products and services. - Assists in preparing management plans, reports, and deliverables. Provides logistic analysis support including logistic planning, tracking of inventory, equipment receipt, and shipments. Generates schedules to facilitate completion of tasks, training sessions, deliverables, Purchase Orders, Work Request reviews, briefings, electronic meetings, and surveys. Performs analysis, development, and review of program administrative operating procedures.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>JUNIOR PROJECT SUPPORT SPECIALIST</b>
<b>Minimum/General Experience:</b>	Three years of general experience.
<b>Functional Responsibility:</b>	This position supports the management consulting, facilitation, training, and survey teams. Assists in preparing management plans, reports, and deliverables. Assists in coordinating schedules to facilitate completion of tasks, training sessions, deliverables, Work Understand the fundamental drivers of business performance Request reviews, briefings, electronic meetings, and surveys. May perform analysis, development, and review of program e operating procedures. Executes orders for materials and supplies relating to consulting, training, facilitation, and survey engagements. May support logistics planning, inventory tracking, material receipt, shipments and acquisition of products and services.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>PRINCIPAL PROFESSIONAL ENGINEER</b>
<b>Minimum/General Experience:</b>	Eight years of engineering experience in specific discipline.
<b>Functional Responsibility:</b>	Responsible for the definition and interpretation of high level organizational engineering performance requirements such as projects, systems, and missions, along with the objectives and approaches to their achievement; translation of a system concept into a preliminary and detailed design such as engineering plans and specifications, risk mitigation, prototyping and modeling; analysis, planning and detailed design of all engineering specific support including Responsible for effectively transitioning existing project teams, and facilitating project teams in the accomplishment of project activities and objectives. Ability to quickly identify client issues and likely solutions and approaches. Establish critical client relationships as credible thought-partners and key influencers. Understand interrelationships and dynamics that affect performance, and select and use appropriate analysis, tools, and techniques. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>SENIOR PROFESSIONAL ENGINEER</b>
<b>Minimum/General Experience:</b>	Six years of general experience.
<b>Functional Responsibility:</b>	Responsible for the translation of a system concept into a preliminary and detailed design such as engineering plans and specifications, prototyping, modeling; providing analysis, planning and detailed design of engineering specific support including logistics, feasibility analysis, requirements determination,. Ability to quickly identify client issues and likely solutions and approaches. Understand interrelationships and dynamics that affect performance, and select and use appropriate analysis, tools, and techniques. Demonstrate creative "Out-of-the-box" thinking and display strong communication skills. Demonstrate action, implement concepts and seek meaningful results to problems. Assist or lead in the facilitation of discussions and meetings with customer staff.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>PROFESSIONAL ENGINEER</b>
<b>Minimum/General Experience:</b>	Four years of general experience.
<b>Functional Responsibility:</b>	Responsible for, or assisting with the translation of a system concept into a preliminary and detailed design such as engineering plans and specifications, prototyping, modeling; providing analysis, planning and detailed design of engineering specific support including logistics, feasibility analysis, requirements determination, acquisition and life cycle management, and other disciplines. Responsible for assisting in transitioning existing project teams, and facilitating project teams in the accomplishment of project activities and objectives. Understand the fundamental drivers of business performance. Interpret data to discern problems, identify opportunities, understand issues, and predict trends. Translate data into powerful displays that facilitate others' understanding. Provide support in group facilitation, interviewing, training, and additional forms of knowledge transfer.
<b>Minimum Education:</b>	Bachelor's degree

<b>Commercial Job Title:</b>	<b>GENERAL LABOR</b>
<b>Minimum/General Experience:</b>	One year of general experience.
<b>Functional Responsibility:</b>	Performs tasks which require mainly physical abilities and effort involving little or no specialized skill or prior work experience

<b>Commercial Job Title:</b>	<b>CARPENTER</b>
<b>Minimum/General Experience:</b>	Two years of general experience.
<b>Functional Responsibility:</b>	Performs the carpentry duties necessary to maintain in good repair building woodwork and equipment such as bins, cribs, benches, partitions, doors, floors, stairs, casings, and trim made of wood
<b>Minimum Education:</b>	High school diploma

<b>Commercial Job Title:</b>	<b>ELECTRICIAN</b>
<b>Minimum/General Experience:</b>	2 years of general experience.
<b>Functional Responsibility:</b>	Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or utilization of electric energy.
<b>Minimum Education:</b>	High school diploma

<b>Commercial Job Title:</b>	<b>HEAVY EQUIPMENT OPERATOR.</b>
<b>Minimum/General Experience:</b>	2 years of general experience.
<b>Functional Responsibility:</b>	Operates heavy equipment such as cranes, clamshells, power shovels, motor graders, heavy loaders, carryalls, bulldozers, rollers, scrapers, and large industrial tractors with pan or scrapper attachments
<b>Minimum Education:</b>	High school diploma

**SUBSTITUTION OF EDUCATION FOR EXPERIENCE**

Required Education	Actual Education Obtained	Additional Years of Experience Credited the CENTECH employee
MA/MS	Ph.D.	4
BA/BS	Ph.D.	6
BA/BS	MA/MS	2
HS/GED	BA/BS	4

**SUBSTITUTION OF EXPERIENCE FOR EDUCATION**

Actual Education	Required Education	Additional Years of Experience Needed for Educational Requirements Equivalency
HS/GED	BA/BS	6
HS/GED	MA/MS	8
HS/GED	Ph.D.	10
BA/BS	MA/MS	2
BA/BS	Ph.D.	6
MA/MS	Ph.D.	2