



**GSA Schedule 70 – GS-F35-0456V
Labor Category Description**

CAT	LABOR CATEGORY	DESCRIPTION	EDUCATION/ EXPERIENCE
1	Administrative Specialists	Provides administrative support of office operations. Provides assistance with maintaining personnel and other files; prepares correspondence, schedules and coordinates travel. Supports the development of reports, and presentations. Performs analysis, development and review of program or functional areas, as required.	Levels II
2	Application Developer	Analyzes functional applications and design specifications for functional activities. Develops codes, tests, and debugs new software or enhancements to existing software. Performs maintenance on existing software products and contributes knowledge of business applications. Writes programs according to specifications needed. Works with the technical staff to understand problems had with software and then resolve them. Resolves customer complaints with the software and responds to suggestions for improvements and enhancements. Develops block diagrams and logic flow charts. Prepares required documentation.	Levels II, III, and IV
3	Applications Engineer	Provides analysis and design of enterprise systems. Handles service requirements; works closely with end users on project development and implementation. Analysts should have a working knowledge of relational database environments, structured analysis, data modeling, information engineering, mathematical model building, and sampling. Assists in design, coding, benchmark testing, debugging and documentation of programs using formal specifications, data flow diagrams, other accepted design techniques and Computer-Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Formulates and defines specifications for software applications or modifies and maintains existing applications using engineering releases and utilities from the manufacturer.	Levels II, III, and IV

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4	Architecture Specialist	Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the architectures (SOA, FEA, etc.), and profiles of standards as they apply to the implementation and specific to the solution for the platform, integration with other systems, and the external interfaces. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action. Documents architectures in accordance to the FEA, SOA and other standards.	Levels III and IV
5	Business Process Engineering Specialist	Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Should apply as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with standard principles, cost savings, and system architecture objectives.	Levels III and IV
6	Network Engineer	Provides support in the translation of business requirements into telecommunications (e.g., LAN, MAN, WAN, Voice and Video) requirements, designs and orders. Also, provides in-depth engineering analysis of telecommunications alternatives for government agencies in support of their strategic modernization efforts and telecommunications enhancement design for medium and large-scale telecommunication infrastructures. Provides interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management.	Levels III and IV

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7	Database Specialist	Designs, implements and maintains complex databases, access methods, access time, device allocation, validation checks, organization, protection and security, documentation and statistical methods. Maintains database dictionaries, monitors standards and procedures and integration of systems through database design.	Levels III and IV
8	Deployment Engineer	Conducts site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Follows engineering plans and site installation Technical Design Packages. Develops installation schedules. Provides installation support. Assists in the preparation of drawing and documenting configuration changes at each site. Prepares site installation and test reports.	Levels III
9	IT Security Specialist	Provides technical support to design, develop, engineer and implement solutions to security requirements. Responsible for the implementation and development of the IT security. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs. Performs risk analyses which also includes risk assessment. Provide support to plan, coordinate, and implement the organization's information security. Provide support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of security related to IT systems. A working knowledge of several of the following areas is required: understanding of business security practices and procedures; knowledge of current security tools available; hardware/software security implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products, and current Internet/EC technology.	Levels III and IV
10	Project Control Specialist	Supports financial management and administrative activities, such as budgeting planning, budget execution, manpower and resource planning, and financial reporting. Performs evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommend solutions. Develops work breakdown structures, prepare charts, tables, graphs and diagrams to assist in analyzing problems.	Levels III

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11	Program Manager	Serves as the contractor's single contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer, the Contracting Officer's Technical Representative, government management personnel, and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity under this contract.	Levels III and IV
12	Project Manager	Serves as the project manager for a delivery order (or a group of delivery orders affecting the same migratory or target system) and shall assist the Program manager in working with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), the Contracting Officer's Technical Representative (COTR), government management personnel, and customer agency representatives. Under the guidance of the Senior Program Manager or Program Manager, responsible for the overall management of specific delivery order and ensures that both the technical solutions and schedules in the delivery order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.	Levels III and IV
13	Quality Assurance Specialist	Develops, implements, and maintains quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer-based organization. Develops and defines major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources. Establishes and maintains a process for evaluating hardware, software, and associated documentation and/or assists in the evaluation. Conducts and/or participates in quality reviews of solutions and products.	Levels II and III
14	Requirements Analyst	Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required. Performs functional analysis to identify required tasks/technologies and their interrelationships. Possesses requisite knowledge and experience in requirements and integration. Act as a liaison	Levels III and IV

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		between members of project teams in various stages of requirement and data analysis for project needs as well as work in close collaboration with the Project Managers, business users and technical teams to gather, analyze and create project documentation	
15	Subject Matter Expert	Technical subject matter experts possess unique skills and experience needed to support area on-going program development, operations, and sustainment efforts.	Levels II and III
16	Systems Administrator	Provide support for implementation, troubleshooting and maintenance of IT systems. Manages system infrastructure and any processes related to these systems. Provide support to systems including: day-to-day operations, monitoring and problem resolution for all of the client problems. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provide problem identification, diagnosis and resolution of problems. Provide support for the dispatch system and hardware problems and remain involved in the resolution process.	Levels II, III and IV
17	Systems Engineer	Provides identification/resolution of problems within existing systems, design/implementation of new systems, and enhancement of existing systems. Participates in analysis, design, development and fielding of applications. Responsible for understanding the needs of the customers and the realities of commercially available COTS (commercial off the shelf) products, and creating requirements that will allow implementation by the development team. Must have solid technical background with skill in telecommunications, operating systems, database/DBMS and applications are required.	Levels III and IV
18	Test Engineer	Performs analysis of documented user requirements and directs or assists in the design of test plans in support of user requirements for moderately complex to complex software systems. Reviews user application system requirements documentation; designs, defines and documents unit and application test plans; transforms test plans into test scripts and executes those scripts. May participate in all phases of risk management assessment and software/hardware development under the direction of a Senior Test Engineer. Responsible for ensuring proper execution of test scripts and documentation of test results in test logs or defect tracking systems. Responsible for ensuring that the test designs and documentation support all applicable client, agency or industry standards, time lines and budgets. Responsible for the development of test data	Levels IV

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		to be used in performing the required tests. Responsible that testing conclusions and recommendations are fully supported by test results, and those project managers are fully informed or testing status and application deviations from documented user requirements. Responsible for/or assists in the analysis of test results, documents conclusions and makes recommendations as supported by such analysis.	
19	Web Designer	Develop the site concept, interface design, and architecture of the website. Designs and builds web sites using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's on-line offerings. Designs the website to support the organization's strategies and goals relative to external communications. Implements and debugs software code for components of the website. Responsible for interface implementation.	Levels III and IV