

# SKYLINE

---

**GENERAL SERVICES ADMINISTRATION  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

**CONSOLIDATED GSA SCHEDULE FOR  
LOGISTICS WORLDWIDE SERVICES**

**SINS C874-501, C874-503, C874-504  
(Logistics Support Services)  
SIN C874-501RC, C874-503RC, C874-504RC – Disaster Recovery Purchasing**

**CONTRACT NUMBER:  
GS-00F-0001U**

**PERIOD COVERED BY CONTRACT:  
June 5, 2011 – June 4, 2016  
Includes Mod PO-0015 effective Sept 30, 2011**

**SKYLINE ULTD INC.  
16333 South Great Oaks Drive  
Suite 121  
Round Rock, TX 78681-3661  
Phone: (866) 671-9200; Fax: (703) 671-0400  
Internet Address: <http://www.skyline-ultd.com>  
Contract Administration: Carla Bourgeois  
e-Mail: [carla@skylinetech.com](mailto:carla@skylinetech.com)**

**BUSINESS SIZE: Service Disabled, Veteran Owned  
DUNS NUMBER: 039425777**

General Services Administration  
Management Services Center Acquisition Division

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*™, a menu-driven database system. The Internet address for GSA *Advantage!*™ is <http://www.fss.gsa.gov>. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

**Table of Contents**

---

ORDERING INFORMATION..... 2

SKYLINE ULTD INC.'S LABOR CATEGORY DESCRIPTIONS..... 5

## Customer Information

---

**1a. *Awarded Special Item Numbers (SINs)***

SINS C874-501, C874-503, C874-504

**1b. *Identification of the Lowest Priced Model Number***

Not applicable.

**1c. *Commercial Job Titles***

These are provided in Section 2. They are valid for all SINs.

**2. *Maximum Order***

\$1,000,000.

**3. *Minimum Order***

\$100.

**4. *Geographic Coverage (delivery area)***

Continental US, Alaska, Hawaii, and the District of Columbia.

**5. *Point of Production***

Not applicable.

**6. *Discount from list prices or statement of net price***

All prices shown are NET prices.

**7. *Quantity discounts***

None.

**8. *Prompt Payment Terms***

Net 30 Days.

**9. *Government Purchase Cards***

Government Purchase Cards are accepted at or below the micro-purchase threshold.  
Government Purchase Cards are accepted above the micro-purchase threshold.

**10. Foreign items (list items by country of origin)**

None.

**11a. Time of Delivery**

The time of delivery is to be determined between the ordering agency and Skyline Ultd, Inc. on each purchase order.

**11b. Expedited Delivery, Overnight and 2-day delivery, and Urgent Requirements**

Skyline Ultd, Inc. will do its best to accommodate all ordering agency requests.

**12. F.O.B. Points**

Not applicable.

**13a. Ordering Addresses**

Skyline Ultd, Inc.  
16333 S. Great Oaks Drive  
Suite 121  
Round Rock, Texas 78681  
Phone: (866) 671-9200  
Fax: (703) 671-0400

Skyline Ultd, Inc.  
427 North Lee Street  
Alexandria, VA 22314  
Phone: (866) 671-9200  
Fax: (703) 671-0400

**13b. Ordering Procedures**

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

**14. Payment address**

Skyline Ultd, Inc.  
16333 S. Great Oaks Drive  
Suite 121  
Round Rock, Texas 78681

**15. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).**

None.

**16. Data Universal Number System (DUNS) number**

DUNS Number: 03-942-5777

**17. Notification regarding registration in Central Contractor Registration (CCR) database**

Skyline ULTD, Inc. is registered in the Central Contractor Registration (CCR) database.

**18. Disaster Recovery Purchasing**

SIN C874-501RC, C874-503RC, C874-504RC have been incorporated to provide for state and local governments to use GSA Schedules for disaster recovery as provided for in Section 833 of the National Defense Authorization Act for Fiscal Year 2007. It authorizes the use of Federal Supply Schedules by state and local governments to facilitate recovery from major disasters, terrorism, nuclear, biological, chemical, or radiological attacks.

# **Skyline Ultd, Inc. Position Descriptions**

---

## **Acquisition Logistics Specialist 1**

Experience: Use software application to produce technical progress reports and correspondence. Apply familiarity with applications aligned with Federal Government acquisition and logistics guidelines. Responsibility: Produce technical and administrative documents. Maintain program/project working files and/or archives. Supervise document preparation and compilation as a working team member. Requires Bachelors degree with 2 Years experience.

## **Acquisition Logistics Specialist**

Plans, coordinates, and performs systems acquisition, technical analysis, logistics analysis and engineering analysis support functions for a program or project. Responsible for producing technical and administrative documents utilizing software applications aligned with Federal Government acquisition and logistics guidelines. Apply working knowledge of Federal acquisition and logistics guidelines and trends as directed. Interface with contractors, subcontractors, government services and agencies, and other supporting groups. Maintains project/program working files and archives and monitors systems and schedules. Supervises document preparation and compilation as a working team member. Requires Masters degree with 5 Years experience.

## **Administrative Specialist**

Experience: includes performing diversified clerical, administrative, and general office duties of a highly responsible and confidential nature to manager(s) and staff. Requires good organizational and interpersonal skills to maintain schedules, calendars, correspondences and filing systems. This position requires knowledge of applicable policies, organization, and a high level of technical skills using automation tools including work processing and graphics. Education requirements are high school diploma or equivalent and/or one year of experience may be substituted.

## **CAD Operator**

Develop design and layout of systems, units, and /or components to carry out design concepts and requirements. Integrate renderings of other CAD Operators/Specialists and interface with engineering, contractors, subcontractors, government services and agencies. Requires Associate degree and/or 3 Years experience.

## **CAD Specialist - 1**

Develop and layout of systems, units, and/or components to carry out design concepts and requirements. Develop familiarity with DOD standards. Requires Associates degree and/or 3 Years experience

## **CBT Specialist**

Experience: Developing and providing technical and end-user training on computer hardware using common, current software in creating computer-based training for technical and/or non-technical subjects. Responsibility: Conducts the research necessary to develop and prepare finished computer-based training courses and appropriate supplemental documentation and handouts if required. Subject areas may include technical and/or non-technical topics of varying lengths and complexity. Requires Bachelors degree with 4 Years experience.

## **Chief Logistics Analyst**

Minimum/General Experience: Planning, programming, budgeting and execution activities for logistics programs. Responsibility: Assists and advises Government/client in broad areas of program execution, including technical, administrative, managerial, and financial disciplines. Organizes, plans and supervises team activities to ensure data and reporting successfully support program decision process. Exercises independent judgment and manages team efforts in resolving very difficult programmatic problems. Develops program level reports to provide management insight into technical, schedule, and financial performance of project/program. Requires Advanced degree with 8 Years experience equivalent.

## **Clerical – 1**

Responsible for performing administrative/technical support as directed, with continual supervision. Will learn and apply skills and knowledge of common office equipment and personal computers in data management, document control, computer support, project control, and related areas. Experience: Working knowledge of personal computers. Requires HS diploma with 0 Years experience.

## **Clerical – 2**

Responsible for performing administrative/technical support as directed, with continual supervision. Will learn and apply skills and knowledge of common office equipment and personal computers in data management, document control, computer support, project control, and related areas. Experience: Personal computer literate with knowledge of email, word processing and spreadsheet software. Uses common office equipment; fax machine, copiers, projectors, and PC printers. Requires HS diploma with 4 Years experience

## **Computer Analyst – 3**

Analyze needs and design intricate systems involving administrative, technical, and/or specialized scientific research objectives. Participate in design and implementation of systems/modules as an individual and/or integrated product team member. Develop system technical documentation per guidelines as required. Develop software in high level languages. Have experience in system architecture design and implementation. Requires Bachelors degree and/or 3 Years experience.

## **Computer Operator**

Monitors and operates the control console of either a mainframe digital computer or a group of minicomputers, in accordance with operating instructions, to process data. Work is characterized by the ability to determine equipment needed for setup and operation, to load equipment with required items (tapes, cards, paper, etc.), integrate the necessary auxiliary equipment into the system, start and operate the control console, diagnose and correct equipment malfunctions, review error messages and make corrections during operation, or refers problems. Must test run new or modified programs and assist in modifying systems or programs. Must be a fully qualified Computer Operator or trainee working to become a fully qualified operator, and lead operators by providing assistance to lower levels. Requires HS diploma with 2 Years experience.

## **Configuration Specialist**

Requires minimal supervision. Participates as contributing member of cross-functional project team. Develops and/or maintains CM plans and processes to control and document hardware and software baselines, specifications, and standards. Controls interfaces through Engineering Change Proposal (ECP) specification and control processes. Develops and maintains systems configuration and documentation and processes with automated tracking methods. Must be familiar with DoD, Federal and Commercial configuration management (planning, controlling, reporting, changing, and archiving) practices and requirements. Requires Bachelors degree and/or 6 Years experience.

## **Drafting Specialist - 1**

Experience: Work in various art media. Sketching, engineering drawings, photos, exploded views, cutaways and/or perspective drawings. Working knowledge of a computer generated graphics, photo copy reproduction, and engineering drawings layout techniques. Responsibility: Takes direction from lead drafting specialist or other authority. Recommends final style and format of engineering drawings. Produces design renderings based upon sketches; engineering and military specifications; standards; ad hoc publications; and handbooks. Operates task-oriented equipment: graphics work station and/or PC, scanner and associated software, printer(s), and photo copiers. Interfaces with technical and non-technical personnel to gather data and coordinate product acceptance. Requires HS diploma and/or 2 years of experience.

## **Drafting Specialist - 3**

Experience: Work in various art media. Sketching, engineering drawings, photos, exploded views, cutaways and/or perspective drawings. Working knowledge of a computer generated graphics, photo copy reproduction, and engineering drawings layout techniques. Responsibility: Takes direction from lead drafting specialist or other authority. Recommends final style and format of engineering drawings. Produces design renderings based upon sketches; engineering and military specifications; standards; ad hoc publications; and handbooks. Operates task-oriented equipment: graphics work station and/or PC, scanner and associated software, printer(s), and photo copiers. Interfaces with technical and non-technical personnel to gather data and coordinate product acceptance. May lead teams in producing system/sub-system drawings sets. Requires Associates and/or 5 years of experience.

## **Graphic Illustrator/Artist**

Experience: Demonstrates creativity and resourcefulness. Familiar with software products and processes. Experience may substitute for education. Responsibility: Create graphic design, artwork, and/or documentation layouts for on-line, interactive, Internet, and World Wide Web applications. Uses available software tools to resolve complex design problems.

## **Information Specialist -1**

Experience: Administrative and technical information technology (IT) and management information system (MIS) services. Broad knowledge and expertise across government IT/MIS processes, requirements, and practices. Responsibilities: Assist in selecting and tailoring COTS application software and developing new applications as required to support government taskings. Operates and maintains software applications to support technical and programmable processes on common office automation equipment. Provides broad range of MIS administrative and technical support in government environment. Prepares, produces, edits, and revises technical, and/or programmatic documents, and reports in varying size and complexities. Interfaces with project/program and Government personnel. Requires Bachelors degree and/or 6 Years of experience.

## **Logistician - 1**

Experience: Packing, handling, and storage of material. Warehousing including movement of inventory stock with a record of minimum breakage and loss. Reliable work with high value items. Careful handling with minimum loss of items sensitive to environmental extremes is desired. Responsibility: Working with other logisticians and/or engineers, assist in development of packaging, handling, storage, and shipping systems for wide varieties of items, possibly covering the spectrum from heavy industrial to micro miniature system components. Assist in systems testing; packaging, handling, storage, and shipping; installation and checkout; and facilities preparation and setup. Requires high school diploma and/or equivalent of 5 years working experience.

## **Logistician - 3**

Experience: Applies statistical analysis and parametric analysis techniques. Investigated logistical factors of system supportability and produced Logistical Support Analysis products. Responsibilities: Perform system-level logistics support analyses. Recommend to program/project management the support requirements quantities and scheduling for support items for a system throughout its life cycle. Oversee and/or conduct trade-off studies. Consider COTS/GOTS in arriving at support element recommendations. May lead investigations of packaging, handling, storage, and shipping system alternatives, and of system installation scenarios. Gathers data from current and historical program archives to be manipulated in analyses. Prepare analysis results for management review and evaluation. Requires Bachelors degree and/or 8 Years experience equivalent.

## **Logistician - 6**

Experience. Managing and leading data analysis activities to develop comprehensive system performance parameters. Extensive knowledge of current commercial and/or military specifications and standards and their application to solve complex system development, acquisition, and sustainment problems. Responsibility. Logistics engineering leadership across engineering/technical disciplines. Leads medium to large teams performing tasks in areas of discipline an/or related areas. Supervises teams of multidisciplinary experts and specialists that develop and implement complex system-level solutions and provide complete and comprehensive logistics engineering solutions. May perform independent tasks solving very complex problems in logistics and/or related areas. Requires Bachelors degree with 6 years experience equivalent.

## **Logistics Analyst - 1**

Experience: Reviews and validates data/information inputs and outputs for accuracy, relevance, and general suitability, and makes minor adjustments and corrections to ensure product quality. Responsibilities: Performs logistics tasks associated with engineering, scientific or general data processing functions within Governmental and/or civil development, acquisition, and/or operational environments. Interfaces with individual users to resolve operational and/or business processes, and/or routine technical, problems. Coordinates tasks with other employees, trains and assists less-experienced personnel. Participates as individual contributor and as member of multiple cross-functional integrated product teams and/or functional area teams. Requires Bachelors degree with 1 Year of experience equivalent.

## **Logistics Analyst - 2**

Experience: Reviews and validates data/information inputs and outputs for accuracy, relevance, and general suitability, and makes minor adjustments and corrections to ensure product quality. Responsibilities: Performs logistics tasks associated with engineering, scientific or general data processing functions within Governmental and/or civil development, acquisition, and/or operational environments. Interfaces with individual users to resolve operational and/or business processes, and/or routine technical, problems. Coordinates tasks with other employees, trains and assists less-experienced personnel. Participates as individual contributor and as member of multiple cross-functional integrated product teams and/or functional area teams.

## **Logistics Consultant-1**

Experience: Technical expertise in the specific industry or logistics-related subject matter area. Responsibility: Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems in concept development; system planning, design, and/or implementation. Requires Bachelors degree with equivalent of 5 years of experience.

## **Logistics Consultant-2**

Experience: Technical expertise in the specific industry or logistics-related subject matter area. Responsibility: Develops and applies advanced methods, theories, and research techniques in the

investigation and solution of complex problems in concept development; system planning, design, and/or implementation. Requires Bachelors degree with equivalent of 8 years of experience.

### **Logistics Consultant-3**

Experience: Technical expertise in the specific industry or logistics-related subject matter area. Responsibility: Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems in concept development; system planning, design, and/or implementation. Requires Bachelors degree with equivalent of 10 years of experience.

### **Logistics Coordinator - 1**

Experience: Technical liaison with Government and/or commercial logistics, engineering, administrative, and management personnel. Responsibility: Troubleshooting, repair, and technical support during all system life cycle phases. Assesses and responds to situations where standard procedures have failed to isolate or fix equipment problems. Reports design, reliability, maintainability, and maintenance problems to engineering. May be involved in system installation and checkout, and user, administrator, and/or maintainer training programs. Education requirement is for Associates degree and/or a minimum of 1 year experience.

### **Logistics Coordinator - 2**

Experience: Technical liaison with Government and/or commercial logistics, engineering, administrative, and management personnel. Responsibility: Troubleshooting, repair, and technical support during all system life cycle phases. Assesses and responds to situations where standard procedures have failed to isolate or fix equipment problems. Reports design, reliability, maintainability, and maintenance problems to engineering. May be involved in system installation and checkout, and user, administrator, and/or maintainer training programs. Education requirement is for Bachelors degree and/or a minimum of 3 years experience.

### **Logistics Coordinator - 3**

Experience: Technical liaison with Government and/or commercial logistics, engineering, administrative, and management personnel. Responsibility: Troubleshooting, repair, and technical support during all system life cycle phases. Assesses and responds to situations where standard procedures have failed to isolate or fix equipment problems. Reports design, reliability, maintainability, and maintenance problems to engineering. May be involved in system installation and checkout, and user, administrator, and/or maintainer training programs. Education requirement is for Bachelors degree and/or a minimum of 5 years experience.

### **Logistics Engineer - 1**

Experience: None. Responsibility: Works in interdisciplinary project teams, requiring supervision and guidance. Performs analysis of complex system-level problems and may recommend technical solutions. Supports resolution of item/system acquisition, technical, and operational issues. Requires Bachelor's degree with 0 years experience.

### **Logistics Engineer - 3**

Experience: Engineering services to a Government agency. Assessing subsystem/system-level problems and contributing to their solution by identifying and defining technical requirements.

Responsibility: Works in interdisciplinary project teams, requiring general and some task-specific supervision and guidance. Performs comprehensive analysis of some system-level problems and may recommend technical solutions. Supports resolution of complex system acquisition, technical, and operational issues. Requires Bachelor's degree with equivalent of 2 years experience.

### **Logistics Engineer - 5**

Experience: Engineering services to a Government agency. Assessing subsystem/system-level problems and contributing to their solution by identifying and defining technical requirements.

Responsibility: Works in interdisciplinary project teams, requiring general and some task-specific supervision and guidance. Performs comprehensive analysis of some system-level problems and may recommend technical solutions. Supports resolution of complex system acquisition, technical, and operational issues. Requires Bachelor's degree with equivalent of 2 years experience.

### **Logistics Engineer – 7**

Experience: Engineering services to a Government agency. Assessing complex, system-level problems and contributing to their solution. Demonstrated technical and managerial expertise in major system acquisition, development, test, deployment, life cycle sustainment, and/or disposition activities. Responsibilities: Supports resolution of complex system acquisition, technical, operational, and sustainment issues. Normally leads and supervises project teams and working groups and develops and defines technical and programmatic solutions to multifaceted, complex system challenges. Requires Bachelors degree and/or 7 Years experience.

### **Logistics Specialist - 1**

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks.

Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 1 year of experience.

### **Logistics Specialist - 2**

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 3 years of experience.

### **Logistics Specialist - 3**

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 5 years of experience

### **Logistics Specialist - 4**

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 8 years of experience

### **Logistics Specialist - 6**

Experience: Logistics tasks in any applicable discipline. Work primarily as a team member on assigned tasks. Responsibility: Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system level analysis. Supports resolution of logistics-related issues in acquisition, technical, operational, and/or sustainment areas. Requires high school degree or a minimum of 10 years of experience

### **Logistics Specialist - 7**

Experience. Logistics tasks in any applicable discipline. Responsibility. Works in interdisciplinary project teams, requiring general to task-specific supervision and guidance. Performs some system-level analysis. Supports resolution of logistics-related acquisition, technical, operational, and/or sustainment areas. Leads task teams when necessary. Requires HS diploma and/or 12 Years experience

### **Logistics Support - 1**

Experience: Commercial or government experience in a logistics area of expertise. Responsibility: Logistics support as required in the areas of data management, document control, computer support, project control, and other related areas. Education requirement high school diploma and 0 years of experience.

### **Logistics Support - 3**

Experience: Commercial or government experience in a logistics area of expertise. Responsibility: Logistics support as required in the areas of data management, document control, computer support, project control, and other related areas. Education requirement high school diploma and 3 years of experience.

## **Program Manager - 1**

Possesses both technical and management experience, from inception to deployment, of two or more large-scale complex projects. Specialized Experience includes complete project development from inception to deployment in work similar to what is described in the RFP. Demonstrated ability to provide guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in the management and control of funds and resources. Requires Bachelors degree with 6 Years experience equivalent.

## **Program Manager - 2**

Experience: Project/Program supervision and management. Responsibilities: Manages and directs technical project/program personnel to ensure objectives are met with top quality and levels of performance. Manages large projects within the program involving multi-functional talking and substantial complexity. Plans and supervises major system life cycle support tasks/functions including requirements definition, acquisition, integration, test and evaluation, fielding/installation, and disposition. Requires Bachelors degree with 10 Years of experience equivalent.

## **Programmer 1**

Experience: Software applications for computers and related equipment used for scientific, technical and/or administrative projects. Responsibilities: Analyses, designs, codes and/or documents basic and advanced applications for small to large scale computers/networks and/or related equipment used for technical, scientific and administrative projects. Assesses user requirements and specifications and translates them into software with appropriately detailed instructions for use with information technology/electronic data processing/management information/automated data processing, etc., systems. Writes, documents, tests and/or revises software programs. Prepares detailed operational and administrative program/process instructions for the operators and/or users of the software produced. Requires Bachelors degree with 5 Years related experience or equivalent.

## **Project Manager 1**

Provides leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transitioning. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Interfaces with the Contractor's Program Manager as well as Government management personnel including, but not limited to, the Contracting Officer and the Contracting Officer's Technical Representative. Reports in writing and orally to contractor management and Government representatives. Requires Bachelors degree with 6 Years experience equivalent.

## **Project Manager 2**

Provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transitioning. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Interfaces with the Contractor's Special Program Manager as well as Government management personnel including, but not limited to, the Contracting Officer and the Contracting Officer's Technical Representative. Reports in writing and orally to contractor management and Government representatives. Requires Bachelors degree with 8 Years experience equivalent.

## **Quality Assurance Specialist**

Specialized experience with Configuration Management, verification and validation, and testing and integration, plus experience with metrics and their application to quality assessment and knowledge of system and project life cycles. General experience required includes increasing responsibilities in quality assurance, quality control, working with standard quality control methods and tools. Requires Bachelors degree with 5 Years of experience equivalent.

## **Senior Technical Writer**

Experience: Relevant experience. Equivalent years in experience may substitute for education. Responsibility: Writing, rewriting, and/or editing of material of administrative, engineering, and/or scientific nature. Given appropriate guidelines, authors: procedures, checklists, task guides, and other technical documentation for system/process users, operators, administrators, and/or maintainers. Interface with other project/program people at all levels as needed to gather information and/or ensure accuracy and completeness of products. Prepare and/of finalize formal presentations for status reviews and other events as directed by project/program management, may require interfacing with Government/client representatives. Requires Associates degree with 6 Years of experience equivalent.

## **Senior CAD Operator**

Experience: Relevant experience including with DoD standards. Supervision of other CAD Operator(s)/Specialist(s). Experience may substitute for degree. Responsibility: Develop design and layout of systems, units, and /or components to carry out design concepts and requirements. integrate renderings of other CAD Operators/Specialists and interface with engineering on revisions. Coordinate revising tasks with Associate CAD Operators/Specialists. Critique products of other CAD Operators and Specialists. Requires Associate degree with 6 Years experience equivalent.

## **Senior Logistics Analyst**

Experience: Planning, programming, budgeting and execution activities for logistics programs. Responsibilities: Assists and advises Government/client in all areas of program performance

including technical, administrative, and financial. Organizes, plans, assigns, and employs all resources necessary to execute the program. Oversees and manages tasks. Creates, obtains, and manages program data and develops comprehensive program status reports of project/program performance. Requires Advanced degree with 5 Years experience.

### **Specialty Engineer – 1**

Experience: Includes civil, aeronautical, mechanical, chemical and/or computer engineering and/or mathematics, physics, and/or other technical discipline(s) relevant to the tasking. Responsibility: Works within interdisciplinary project teams, under close supervision, assessing problems and developing, testing and selecting alternative solutions. Prepares inputs to defining technical documentation such as system specifications and standards. Participates in special studies and analysis tasks performing literature searches to develop equipment solutions. Provides technical expertise to help solve technical problems. Requires Bachelors degree with 5 Years experience equivalent.

### **Specialty Engineer - 3**

Experience: Includes civil, aeronautical, mechanical, chemical and/or computer engineering and/or mathematics, physics, and/or other technical discipline(s) relevant to the tasking. Responsibility: Applies technical expertise to solving problems. Works as an individual contributor and as part of a larger, multidisciplinary integrated product or task team. Conducts studies and analyses. Develops technical design solutions. Writes and critiques technical documents. Leads teams in areas of expertise and/or related areas in problem solving and quality surveillance. Assists in project/program management. Requires Bachelors degree and/or 5 Years experience equivalent.

### **Specialty Engineer - 4**

Experience: Includes civil, aeronautical, mechanical, chemical and/or computer engineering and/or mathematics, physics, and/or other technical discipline(s) relevant to the tasking. Statistical analysis expertise is important. Some project management background is desired. Responsibility: Leads analytical efforts to enhance system producibility and supportability. Works as an individual contributor and as part of a larger, multidisciplinary integrated product or task team. Conducts studies and analyses. Develops technical design solutions. Writes and critiques technical documents. Requires Bachelors degree with 5 Years experience equivalent.

### **Subject Matter Expert - 1**

Experience: System acquisition, system engineering, specialty engineering and/or sustainability disciplines. Demonstrated comprehensible knowledge of design, development, test and evaluation, deployment, operations and/or sustainment of COTS / GOTS based systems and subsystems. Responsibilities: Problem resolution and process improvement in the acquisition, development, test and evaluation, deployment, operations and/or sustainment of systems and subsystems. Formulates application concepts and supports system architecture development and/or change. May lead project team in area of expertise. Provides broad, technical consulting services in areas of expertise. Requires Bachelors degree and/or 5 years experience.

## **Subject Matter Expert - 2**

Experience: System engineering, specialty engineering and/or sustainability disciplines. Demonstrated comprehensible knowledge of design, development, test and evaluation, deployment, operations and/or sustainment of COTS / GOTS based systems and subsystems. Responsibilities: Problem resolution and process improvement in the acquisition, development, test and evaluation, deployment, operations and/or sustainment of systems and subsystems. Formulates application concepts and supports system architecture development and/or change. May lead project team in area of expertise. Provides broad, technical consulting services in areas of expertise. Requires Bachelors degree and/or 8 years experience.

## **Subject Matter Expert - 3**

Experience: System engineering, specialty engineering and/or sustainability disciplines. Demonstrated comprehensible knowledge of design, development, test and evaluation, deployment, operations and/or sustainment of COTS / GOTS based systems and subsystems. Responsibilities: Problem resolution and process improvement in the acquisition, development, test and evaluation, deployment, operations and/or sustainment of systems and subsystems. Formulates application concepts and supports system architecture development and/or change. May lead project team in area of expertise. Provides broad, technical consulting services in areas of expertise. Requires Bachelors degree and/or 12 years experience.

## **Technical Expert**

Experience: Technical expertise in the subject matter. Responsibility: Serve as the senior technical architect or advisor for strategies for designing and implementing simple to complex systems involving information processing, communications, and/or networking. Knowledgeable of state-of-the-art or emerging technologies and methodologies. Requires Advanced degree with 15 Year experience equivalent.

## **Technical Specialist - 1**

Experience: Installation, assembly, maintenance, relocation, upgrade, test and checkout, modification, instrumentation, fault isolation, and/or configuration and/or data management. Responsibilities: Assemble, install, modify, test and maintain systems, subsystems, and components. Prepare and maintain technical project documentation. May perform Configuration and/or Data Management functions and general administrative tasking. Performs routine technical writing; training; graphics design; data gathering, processing, analysis, and/or reduction. Prepares project logs, working files, and records. Supports projects in all phases or system acquisition, research and development, test and evaluation, installation, integration, fielding, sustainment, and/or post mortem disposal. Provide system and subsystem maintenance throughout the life cycle. Participates in and supports activities of multifunctional project teams. Requires Associates degree and/or 5 Years experience equivalent.

### **Technical Specialist – 3**

Experience: Installation, assembly, maintenance, relocation, upgrade, test and checkout, modification, instrumentation, fault isolation, and/or configuration and/or data management. Responsibilities: Assemble, install, modify, test and maintain systems, subsystems, and components. Prepare and maintain technical project documentation. Perform Configuration and/or Data Management functions and general administrative tasking. Performs routine technical writing; training; graphics design; data gathering, processing, analysis, and/or reduction. Prepares project logs, working files, and records. Supports projects in all phases or system acquisition, research and development, test and evaluation, installation, integration, fielding, sustainment, and/or post mortem disposal. Provide system and subsystem maintenance throughout the life cycle. Participates in and supports activities of multifunctional project teams. Requires Bachelors degree and/or 5 Years of experience equivalent.

### **Technical Specialist – 5**

Experience: Installation, assembly, maintenance, relocation, upgrade, test and checkout, modification, instrumentation, fault isolation, and/or configuration and/or data management. Responsibilities: Assemble, install, modify, test and maintain systems, subsystems, and components. Prepare and maintain technical project documentation. May perform Configuration and/or Data Management functions and general administrative tasking. Performs routine technical writing; training; graphics; design; data gathering, processing, analysis, and/or reduction. Prepares project logs, working files, and records. Supports projects in all phases or system acquisition, research and development, test and evaluation, installation, integration, fielding, sustainment, and/or post mortem disposal. Provide system and subsystem maintenance throughout the life cycle. Participates in and supports activities of multifunctional project teams. Requires Bachelors degree and/or 6 Years experience equivalent.

### **Technical Writer/Editor**

Experience: Relevant experience. Equivalent years in experience may substitute for education. Responsibility: Edit, write, and/or rewrite various types of material including administrative, engineering, and/or scientific. Per appropriate guidelines, authors: procedures, checklists, task guides, and/or other technical documentation for system/process users, operators, administrators, and/or maintainers. Prepare formal presentations for status reviews and other events as directed to gather information and/or ensure accuracy and completeness of products. Interfacing with Government/client representatives. Requires Associate degree with 2 Years experience equivalent.

### **Test Specialist 1**

Experience: Test management in systems acquisition program office, Government or industry. At least six months of this experience within the last 5 years. Responsibility: Assist project/program test director. Interpret, plan, organize, execute, coordinate, and evaluate situations focused on unique test requirements having a major effect on the project/program. Apply intensive and diverse knowledge to problems and make independent decisions, or make recommendations to project/program management. Assist in organizing the system/item/component testing involving weapon system contractors, DoD agencies, e.g., other USAF or Allied test organizations; NASA.;

DARPA; FAA; and/or other Government entities. Analyze and provide potential solutions for program test problems, issues and/or concerns. Assist with establishing test objectives and approach necessary to ensure a thorough, meaningful test program. Support project/program management at lower to middle levels within the government and/or the other contractor organizations. Participate in major program reviews, inspections, conferences, test plan working group meeting, executive independent reviews, other program evaluations, test, and all major milestone events. Requires Bachelors degree with 5 Years of experience equivalent.

### **Training Specialist 1**

Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Requires HS diploma with 2 Years experience equivalent.

### **Training Specialist 2**

Experience: Acquisition planning, coordinating, developing, executing, evaluating, revising, updating, conducting and/or administering training activities of management, operations, and/or related fields. Education may be waived for 5 years of relevant experience. Responsibility: Customized off-the-shelf training packages to meet specific program needs related to management, organization and business improvement services. Include exercising instructional system development in assessing system training requirements. Involves selecting training modes to suit skill and knowledge needed for task performance, development, and preparation of training materials. Assists with scheduling and conduct of training sessions for a variety of topics to meet specific program needs.

### **Training Specialist 3**

Experience: Acquisition planning, coordinating, developing, executing, evaluating, revising, updating, conducting and/or administering training activities of management, operations, engineering, and/or related fields. Education may be waived for 10 years of relevant experience. Responsibility: Customized off-the-shelf training packages to meet specific program needs related to management, organization and business improvement services. Include exercising instructional system development in assessing system training requirements. Involves selecting training modes to suit skill and knowledge needed for task performance, development, and preparation of training materials. Assists with scheduling and conduct of training sessions for a variety of topics to meet specific program needs. Requires Bachelors degree with 5 Years experience equivalent.