

# GENERAL SERVICES ADMINISTRATION

## Federal Supply Service

### Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*®, a menu-driven database system. The INTERNET address GSA *Advantage!*® is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

## Multiple Award Schedule

FSC Group: **Professional Services** FSC Class:  
Contract number: **GS-00F-024CA**

Contract period: **January 23, 2015 – January 22, 2025**

### Advanced Management Strategies Group

3800 FETTLER PARK DR STE 201  
DUMFRIES, VA 22025-2045  
United States  
571-931-0435

[www.AMSGCORP.net](http://www.AMSGCORP.net)

Contract administration source  
Contract Administrator and Authorized Negotiator  
Christine Taylor  
[ctaylor@msgcorp.net](mailto:ctaylor@msgcorp.net)  
571-931-0435  
Fax 866-882-2297

Business size: Small  
Service Disabled Veteran Owned Small Business (SDVOSB)

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at [GSA.gov](http://GSA.gov).

Price list current as of Modification #**PO-0015** effective **January 23, 2020**

Prices Shown Herein are Net (discount deducted)

## CUSTOMER INFORMATION

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

SIN	Recovery SINs	SIN Title
541611	541611RC	Professional Services: Business Administrative Services - Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
541330ENG	541330RC	Professional Services: Technical and Engineering Services (non-IT) - Engineering Services
541420	541420RC	Professional Services: Technical and Engineering Services (non-IT) - Engineering System Design and Integration Services
541715	541715RC	Professional Services: Technical and Engineering Services (non-IT) - Engineering Research and Development and Strategic Planning
611430	611430RC	Professional Services: Training - Professional and Management Development Training
611512	611512RC	Professional Services: Training - Flight Training
541380	541380RC	Scientific Management and Solutions: Testing and Analysis – Testing Laboratories Services
541614	541614RC	Professional Services: Logistics Services - Deployment, Distribution and Transportation Logistics Services
541614SVC	541614SVCRC	Professional Services: Logistics Services - Supply and Value Chain Management
54151S	54151SRC	Information Technology: IT Services - Information Technology Professional Services
OLM	OLMRC	Miscellaneous: Complimentary Special Item Numbers (SINs) - Order-Level Materials (OLMs)

*1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.*

**Not Applicable. AMSG does not sell products that have model numbers or unit pricing. AMSG is a services-based contractor.**

*1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Pages 5-20 for hourly rates.*

2. Maximum order: **\$1,000,000**
3. Minimum order: **\$100**
4. Geographic coverage (delivery area). **Domestic**
5. Point(s) of production (city, county, and State or foreign country).  
**3800 FETTLER PARK DR STE 201, DUMFRIES, VA 22025-2045**
6. Discount from list prices or statement of net price. **Pricing provided represents government net pricing. Discounts have been deducted.**
7. Quantity discounts. **None**
8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. **AMSG offers a Prompt Payment discount of 1% off each invoice paid within 15 days with NET due at 30 days.**
9. Foreign items (list items by country of origin). **Not Applicable**
- 10a. Time of delivery. **To Be Determined at the Task Order level**
- 10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. **Contact Contractor**
- 10c. Overnight and 2-day delivery. **Contact Contractor**
- 10d. Urgent Requirements. **Contact Contractor**
11. F.O.B. point(s). Destination
- 12a. Ordering address(es).  
**3800 FETTLER PARK DR STE 201, DUMFRIES, VA 22025-2045**
- 12b. Ordering procedures: **For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.**
13. Payment address(es).  
**Payment by mail:**  
**AMSG**  
**Attention: Laura Alston, Director of Contracts and Finance**  
**3800 FETTLER PARK DR STE 201, DUMFRIES, VA 22025-2045**
- Payment via wire transfer:**  
**Eagle Bank**  
**9-Digit ABA Routing Number: see invoice**

**Account Number: see invoice**

14. Warranty provision. **Not Applicable as AMMSG does not sell products. AMMSG is a services-based contractor.**

15. Export packing charges, if applicable. **Not Applicable**

16. Terms and conditions of rental, maintenance, and repair (if applicable). **Not Applicable**

17. Terms and conditions of installation (if applicable). **Not Applicable**

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **Not Applicable**

18b. Terms and conditions for any other services (if applicable). **Not Applicable**

19. List of service and distribution points (if applicable). **Not Applicable**

20. List of participating dealers (if applicable). **Not Applicable**

21. Preventive maintenance (if applicable). **Not Applicable**

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **Not Applicable**

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).  
**Not Applicable**

23. Unique Entity Identifier (UEI) number. **D72GB943Q923**

24. Notification regarding registration in System for Award Management (SAM) database. **Contractor registered and active in SAM**

- **Awarded Labor Category Rates**

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Executive	Masters	20	Contractor Site	\$226.03	\$229.42	\$232.86	\$236.35	\$239.90
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Executive	Masters	20	Customer Site	\$207.20	\$210.31	\$213.46	\$216.66	\$219.91
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Associate	Bachelors	14	Contractor Site	\$195.59	\$198.52	\$201.50	\$204.52	\$207.59
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Associate	Bachelors	14	Customer Site	\$179.29	\$181.98	\$184.71	\$187.48	\$190.29
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Program Manager	Bachelors	10	Contractor Site	\$170.00	\$172.55	\$175.14	\$177.77	\$180.43
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Program Manager	Bachelors	10	Customer Site	\$155.00	\$157.33	\$159.68	\$162.08	\$164.51

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Project Manager	Bachelors	5	Contractor Site	\$150.87	\$153.13	\$155.43	\$157.76	\$160.13
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Project Manager	Bachelors	5	Customer Site	\$138.28	\$140.35	\$142.46	\$144.60	\$146.77
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Consultant	Bachelors	10	Contractor Site	\$141.71	\$143.84	\$145.99	\$148.18	\$150.41
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Consultant	Bachelors	10	Customer Site	\$129.90	\$131.85	\$133.83	\$135.83	\$137.87
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Program Analyst	Bachelors	5	Contractor Site	\$115.47	\$117.20	\$118.96	\$120.74	\$122.56
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Program Analyst	Bachelors	5	Customer Site	\$105.84	\$107.43	\$109.04	\$110.67	\$112.33
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Jr. Program Analyst	Bachelors	2	Contractor Site	\$79.22	\$80.41	\$81.61	\$82.84	\$84.08

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Jr. Program Analyst	Bachelors	2	Customer Site	\$72.62	\$73.71	\$74.81	\$75.94	\$77.08
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Staff Technologist III	Masters	10	Contractor Site	\$176.49	\$179.14	\$181.82	\$184.55	\$187.32
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Staff Technologist III	Masters	10	Customer Site	\$161.78	\$164.21	\$166.67	\$169.17	\$171.71
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Staff Technologist II	Masters	8	Contractor Site	\$159.29	\$161.68	\$164.10	\$166.57	\$169.06
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Staff Technologist II	Masters	8	Customer Site	\$146.03	\$148.22	\$150.44	\$152.70	\$154.99
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Staff Technologist I	Masters	6	Contractor Site	\$144.87	\$147.04	\$149.25	\$151.49	\$153.76
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Staff Technologist I	Masters	6	Customer Site	\$132.79	\$134.78	\$136.80	\$138.86	\$140.94
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer V	Bachelors	10	Contractor Site	\$165.68	\$168.17	\$170.69	\$173.25	\$175.85
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer V	Bachelors	10	Customer Site	\$151.87	\$154.15	\$156.46	\$158.81	\$161.19

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541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer IV	Bachelors	8	Contractor Site	\$144.60	\$146.77	\$148.97	\$151.21	\$153.47
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer IV	Bachelors	8	Customer Site	\$132.55	\$134.54	\$136.56	\$138.60	\$140.68
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer III	Bachelors	6	Contractor Site	\$126.82	\$128.72	\$130.65	\$132.61	\$134.60
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer III	Bachelors	6	Customer Site	\$116.25	\$117.99	\$119.76	\$121.56	\$123.38
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer II	Bachelors	4	Contractor Site	\$101.80	\$103.33	\$104.88	\$106.45	\$108.05
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer II	Bachelors	4	Customer Site	\$93.32	\$94.72	\$96.14	\$97.58	\$99.05
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer I	Bachelors	0	Contractor Site	\$87.52	\$88.83	\$90.17	\$91.52	\$92.89
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Engineer I	Bachelors	0	Customer Site	\$80.20	\$81.40	\$82.62	\$83.86	\$85.12

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541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst V	Bachelors	10	Contractor Site	\$136.25	\$138.29	\$140.37	\$142.47	\$144.61
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst V	Bachelors	10	Customer Site	\$124.90	\$126.77	\$128.68	\$130.61	\$132.56
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst IV	Bachelors	8	Contractor Site	\$117.52	\$119.28	\$121.07	\$122.89	\$124.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst IV	Bachelors	8	Customer Site	\$107.73	\$109.35	\$110.99	\$112.65	\$114.34
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst III	Bachelors	6	Contractor Site	\$96.12	\$97.56	\$99.03	\$100.51	\$102.02

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst III	Bachelors	6	Customer Site	\$88.11	\$89.43	\$90.77	\$92.13	\$93.52
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst II	Bachelors	4	Contractor Site	\$75.12	\$76.25	\$77.39	\$78.55	\$79.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst II	Bachelors	4	Customer Site	\$68.86	\$69.89	\$70.94	\$72.01	\$73.09
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst I	Bachelors	0	Contractor Site	\$61.38	\$62.30	\$63.24	\$64.18	\$65.15
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Analyst I	Bachelors	0	Customer Site	\$56.27	\$57.11	\$57.97	\$58.84	\$59.72

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Sr. Logistics Analyst	Bachelors	10	Contractor Site	\$121.94	\$123.77	\$125.63	\$127.51	\$129.42
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Sr. Logistics Analyst	Bachelors	10	Customer Site	\$111.77	\$113.45	\$115.15	\$116.88	\$118.63
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Logistics Manager	Bachelors	7	Contractor Site	\$108.12	\$109.74	\$111.39	\$113.06	\$114.75
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Logistics Manager	Bachelors	7	Customer Site	\$99.10	\$100.59	\$102.10	\$103.63	\$105.18
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Logistics Specialist	Bachelors	4	Contractor Site	\$90.91	\$92.27	\$93.66	\$95.06	\$96.49
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Logistics Specialist	Bachelors	4	Customer Site	\$83.34	\$84.59	\$85.86	\$87.15	\$88.45
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Equipment Specialist	Bachelors	5	Contractor Site	\$75.88	\$77.02	\$78.17	\$79.35	\$80.54
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Equipment Specialist	Bachelors	5	Customer Site	\$69.55	\$70.59	\$71.65	\$72.73	\$73.82

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Data Management Analyst	Bachelors	4	Contractor Site	\$84.50	\$85.77	\$87.05	\$88.36	\$89.69
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Data Management Analyst	Bachelors	4	Customer Site	\$77.36	\$78.52	\$79.70	\$80.89	\$82.11
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Data Analyst	Bachelors	0	Contractor Site	\$43.81	\$44.47	\$45.13	\$45.81	\$46.50
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Data Analyst	Bachelors	0	Customer Site	\$40.14	\$40.74	\$41.35	\$41.97	\$42.60
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Technical Writer	Bachelors	3	Contractor Site	\$72.07	\$73.15	\$74.25	\$75.36	\$76.49
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Technical Writer	Bachelors	3	Customer Site	\$66.07	\$67.06	\$68.07	\$69.09	\$70.12
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Sr. Graphic Artist	High School	8	Contractor Site	\$81.68	\$82.91	\$84.15	\$85.41	\$86.69
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Sr. Graphic Artist	High School	8	Customer Site	\$74.88	\$76.00	\$77.14	\$78.30	\$79.47
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Graphic Artist	High School	3	Contractor Site	\$50.14	\$50.89	\$51.66	\$52.43	\$53.22

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Graphic Artist	High School	3	Customer Site	\$45.98	\$46.67	\$47.37	\$48.08	\$48.80
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Illustrator/ Draftsman	High School	2	Contractor Site	\$66.63	\$67.63	\$68.64	\$69.67	\$70.72
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Illustrator/ Draftsman	High School	2	Customer Site	\$61.08	\$62.00	\$62.93	\$63.87	\$64.83
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Sr. Administrative Assistant*	High School	10	Contractor Site	\$64.46	\$65.43	\$66.41	\$67.40	\$68.42
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Sr. Administrative Assistant*	High School	10	Customer Site	\$59.09	\$59.98	\$60.88	\$61.79	\$62.72
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Administrative Assistant II	High School	6	Contractor Site	\$50.00	\$50.75	\$51.51	\$52.28	\$53.07
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Administrative Assistant II	High School	6	Customer Site	\$45.80	\$46.49	\$47.18	\$47.89	\$48.61
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Administrative Assistant I	High School	2	Contractor Site	\$44.82	\$45.49	\$46.17	\$46.87	\$47.57
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Administrative Assistant I	High School	2	Customer Site	\$41.09	\$41.71	\$42.33	\$42.97	\$43.61

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Training Specialist III	Bachelors	10	Contractor Site	\$118.57	\$120.35	\$122.15	\$123.99	\$125.85
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Training Specialist III	Bachelors	10	Customer Site	\$108.70	\$110.33	\$111.99	\$113.67	\$115.37
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Training Specialist II	Bachelors	5	Contractor Site	\$94.88	\$96.30	\$97.75	\$99.21	\$100.70
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Training Specialist II	Bachelors	5	Customer Site	\$86.95	\$88.25	\$89.58	\$90.92	\$92.29
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Training Specialist I	Bachelors	0	Contractor Site	\$69.82	\$70.87	\$71.93	\$73.01	\$74.10
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Training Specialist I	Bachelors	0	Customer Site	\$63.99	\$64.95	\$65.92	\$66.91	\$67.92
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Strategic Planner	Bachelors	15	Contractor Site	\$195.59	\$198.52	\$201.50	\$204.52	\$207.59
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Strategic Planner	Bachelors	15	Customer Site	\$179.29	\$181.98	\$184.71	\$187.48	\$190.29
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Data Analyst	Bachelors	8	Contractor Site	\$120.00	\$121.80	\$123.63	\$125.48	\$127.36

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Data Analyst	Bachelors	8	Customer Site	\$109.90	\$111.55	\$113.22	\$114.92	\$116.64
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Instructional System Designer Senior	Bachelors	12	Contractor Site	\$143.60	\$145.75	\$147.94	\$150.16	\$152.41
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Instructional System Designer Senior	Bachelors	12	Customer Site	\$131.55	\$133.52	\$135.53	\$137.56	\$139.62
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Budget Analyst	Bachelors	8	Contractor Site	\$117.52	\$119.28	\$121.07	\$122.89	\$124.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Budget Analyst	Bachelors	8	Customer Site	\$107.73	\$109.35	\$110.99	\$112.65	\$114.34
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Budget Analyst	Bachelors	2	Contractor Site	\$75.12	\$76.25	\$77.39	\$78.55	\$79.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Budget Analyst	Bachelors	2	Customer Site	\$68.86	\$69.89	\$70.94	\$72.01	\$73.09
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Acquisition Specialist	Bachelors	8	Contractor Site	\$126.35	\$128.24	\$130.17	\$132.12	\$134.10

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Acquisition Specialist	Bachelors	8	Customer Site	\$116.99	\$118.74	\$120.52	\$122.33	\$124.17
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Mid Acquisition Analyst	Bachelors	6	Contractor Site	\$96.13	\$97.57	\$99.04	\$100.52	\$102.03
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Mid Acquisition Analyst	Bachelors	6	Customer Site	\$88.11	\$89.43	\$90.77	\$92.13	\$93.52
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Acquisition Specialist	Bachelors	4	Contractor Site	\$74.66	\$75.78	\$76.92	\$78.07	\$79.24
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Acquisition Specialist	Bachelors	4	Customer Site	\$69.13	\$70.16	\$71.22	\$72.29	\$73.37
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Financial Analyst	Bachelors	8	Contractor Site	\$117.52	\$119.28	\$121.07	\$122.89	\$124.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Financial Analyst	Bachelors	8	Customer Site	\$107.73	\$109.35	\$110.99	\$112.65	\$114.34
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Mid Financial Analyst	Bachelors	6	Contractor Site	\$96.12	\$97.56	\$99.03	\$100.51	\$102.02

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Mid Financial Analyst	Bachelors	6	Customer Site	\$88.11	\$89.43	\$90.77	\$92.13	\$93.52
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Financial Analyst	Bachelors	4	Contractor Site	\$75.12	\$76.25	\$77.39	\$78.55	\$79.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Financial Analyst	Bachelors	4	Customer Site	\$68.86	\$69.89	\$70.94	\$72.01	\$73.09
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Web Developer	Bachelors	10	Contractor Site	\$117.52	\$119.28	\$121.07	\$122.89	\$124.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Web Developer	Bachelors	10	Customer Site	\$107.73	\$109.35	\$110.99	\$112.65	\$114.34
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Web Developer	Bachelors	4	Contractor Site	\$96.12	\$97.56	\$99.03	\$100.51	\$102.02
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Junior Web Developer	Bachelors	4	Customer Site	\$88.11	\$89.43	\$90.77	\$92.13	\$93.52
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Customer Service Representative I*	High School	2	Contractor Site	\$44.82	\$45.49	\$46.17	\$46.87	\$47.57

SIN(s)	Labor Category	Minimum Education	Minimum Years of Experience	Contractor or Customer Site	Year 6 01/23/2020- 01/22/2021	Year 7 01/23/2021- 01/22/2022	Year 8 01/23/2022 - 01/22/2023	Year 9 01/23/2023 - 01/22/2024	Year 10 01/23/2024- 01/22/2025
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Customer Service Representative I*	High School	2	Customer Site	\$41.09	\$41.71	\$42.33	\$42.97	\$43.61
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Customer Service Representative II*	High School	4	Contractor Site	\$64.46	\$65.43	\$66.41	\$67.40	\$68.42
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Customer Service Representative II*	High School	4	Customer Site	\$59.09	\$59.98	\$60.88	\$61.79	\$62.72
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Customer Service Representative III*	High School	6	Contractor Site	\$75.12	\$76.25	\$77.39	\$78.55	\$79.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Customer Service Representative III*	High School	6	Customer Site	\$68.86	\$69.89	\$70.94	\$72.01	\$73.09
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Systems Developer	Bachelors	10	Contractor Site	\$117.52	\$119.28	\$121.07	\$122.89	\$124.73
541611, 541330ENG, 541420, 541715, 611430, 611512, 541380, 541614, 541614SVC, 54151S, OLM	Senior Systems Developer	Bachelors	10	Customer Site	\$107.73	\$109.35	\$110.99	\$112.65	\$114.34

- Support rates **Not Applicable**
- Training Course rates **Not Applicable**
- **Service Contract Labor Standards Matrix and/or Statement**

Advanced Management Strategies Group, Inc. (d.b.a.) AMSG certifies the GSA awarded rates meet or exceed the minimum wage rate as identified in the U.S. Department of Labor Wage Determination Matrix currently incorporated into Consolidated Solicitation for the SCLS non-exempt labor categories identified in the table below.

SCLS Eligible Labor Category	SCLS Equivalent Code - Title	Wage Determination No
Administrative Assistant I	01311 - Secretary I	2015-4269
Administrative Assistant II	01313 - Secretary III	2015-4269
Sr Administrative Assistant	01020 - Administrative Assistant	2015-4269
Customer Service Representative I (Registration, Facility Management, Travel Support)	01041 - Customer Service Representative I	2015-4269
Customer Service Representative II (Registration, Facility Management, Travel Support)	01042 - Customer Service Representative II	2015-4269
Customer Service Representative III (Lead) (Registration Support)	01043 - Customer Service Representative III	2015-4269

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

If AMSG proposes in an area with higher SCLS rates or one subject to a Collective Bargaining Agreement (CBA) we comply with FAR 22.1008-2, which may result in higher wages being required that exceeds our approved GSA rate. AMSG will notify their Procurement Contracting Officer (PCO) and submit a modification to their contract via the eMod system accordingly.

- Labor Category Descriptions

#### SENIOR EXECUTIVE

**Description:** Acts as a consultant and uses broad experience as a subject matter expert to guide clients in solutions of complex or critical problems. Provides specific, demonstrated, recognized expertise directly related to the knowledge and skills required for an assigned task.

**Experience & Education:** Minimum 20 years' Engineering, Technical or Business Management experience with a Master's degree.

#### SENIOR ASSOCIATE

**Description:** Senior technical professional who possesses qualifications as a senior consultant acting as an advisor in complex and critical client projects. The Senior Associate provides expert scholarly advice to the project.

**Experience & Education:** Minimum 14 years' experience and a Bachelor's degree.

#### PROGRAM MANAGER

**Description:** Senior technical professional who possesses supervisory and managerial experience in completing project development from inception to production. The experience should also include a demonstrated ability to manage multiple projects simultaneously, providing guidance and direction for assigned tasks and project managers. Expertise in the management and control of funds and resources is required.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

#### PROJECT MANAGER

**Description:** Technical professional who possesses supervisory and managerial experience in completing project development from inception to production. The experience should also include a demonstrated ability to provide guidance and direction for particular tasks. Expertise in the management and control of funds and resources is preferable.

**Experience & Education:** Minimum 5 years' experience and a Bachelor's degree.

#### CONSULTANT

**Description:** A Consultant provides expertise in providing consulting services across a range of areas. Performs a variety of tasks that require both practical experience and theoretical, state-of-the-art, technical knowledge in specialty areas.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

#### PROGRAM ANALYST

**Description:** A Program Analyst must have knowledge in how to plan, analyze and evaluate the effectiveness of operating programs. Must be able to use source data to evaluate the effectiveness of programs and business processes. Must be able to use qualitative and quantitative analytical skills to assess the effectiveness of the operations.

**Experience & Education:** Minimum 5 years' experience and Bachelor's degree.

#### JUNIOR PROGRAM ANALYST

**Description:** A Junior Program Analyst must have knowledge to be able to gather the appropriate data that will be used to plan, analyze and evaluate the effectiveness of operating programs.

**Experience & Education:** Minimum 2 years' experience and a Bachelor's degree.

#### STAFF TECHNOLOGIST III

**Description:** Senior technical professional who possesses supervisory and managerial experience in development and completion of engineering projects from inception to production. The experience shall be in fields such as development of expert systems, state-of-the-art methodologies for development of laser technology applications for surveillance and/or weapon guidance/control systems, particle physics, infrared imaging as applied to materials identification and weapons systems, concept and prototype development, operations research as applied to process methodology analysis, hazardous materials identification, control and disposal technology, or information technology and communication applications.

**Experience & Education:** Minimum 10 years' experience and an Advanced Technical Certificate and/or Master's degree.

#### STAFF TECHNOLOGIST II

**Description:** Works independently, with experience in fields such as development of expert systems, state-of-the-art methodologies, laser technology applications for surveillance and/or weapon guidance/control systems, particle physics, infrared imaging as applied to materials identification and weapons systems, concept and prototype development, operations research as applied to process methodology analysis, hazardous materials identification, control and disposal technology, or information technology and communication applications.

**Experience & Education:** Minimum 8 years' experience and an Advanced Technical Certificate and/or Master's degree.

#### STAFF TECHNOLOGIST I

**Description:** Works as a team member, with experience in fields such as development of expert systems, state-of-the-art methodologies, laser technology applications for surveillance and/or weapon guidance/control systems, particle physics, infrared imaging as applied to materials identification and weapons systems, concept and prototype development, operations research as applied to process methodology analysis, hazardous materials identification, control and disposal technology, or information technology and communication applications.

**Experience & Education:** Minimum 6 years' experience and a Technical Certificate and/or Master's degree.

#### ENGINEER V

**Description:** Functions as a team leader responsible for specific technical duties related to engineering disciplines. Possesses experience in design, development, and evaluation of various engineering programs. These activities may consist of systems planning, performance management, capacity planning, testing and validation, information engineering, and development and staffing of a systems engineering management plan. Ensures compliance with technological standards throughout projects.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

#### ENGINEER IV

**Description:** Designs, develops, and evaluates various engineering programs. Functions as a team member responsible for specific technical duties related to engineering disciplines. These activities may consist of systems planning, performance management, capacity planning, testing and validation, information engineering, and development and staffing of a systems engineering management plan. Ensures compliance with technological standards throughout projects.

**Experience & Education:** Minimum 8 years' experience and a Bachelor's degree.

#### ENGINEER III

**Description:** Performs a variety of assigned engineering duties, including analysis, design and development, evaluation, specifications, procedures, troubleshooting, and documentation related to a specific engineering discipline. May be called upon to deliver presentations.

**Experience & Education:** Minimum 6 years' experience and a Bachelor's degree.

#### ENGINEER II

**Description:** Under general supervision, performs a variety of engineering duties, including analysis, design and development, evaluation, specifications, procedures, troubleshooting, and documentation related to a specific engineering discipline. May be called upon to deliver presentations.

**Experience & Education:** Minimum 4 years' experience and a Bachelor's degree.

#### ENGINEER I

**Description:** Under close supervision and within well-defined guidelines, applies knowledge of engineering to assist in solving client problems. Applies engineering principles to investigate, analyze, plan, design, develop, implement, test, or evaluate information technology systems.

**Experience & Education:** Minimum Bachelor's degree.

#### ANALYST V

**Description:** Leads a team and applies advanced, comprehensive knowledge of methodologies, principals, and practices related to logistics, business, or financial management disciplines. Ability to organize, analyze, interpret, and evaluate financial and management data in the solution of financial management and accounting problems. Responsible for ensuring compliance with technological standards throughout the project. Operates with considerable latitude for actions and decisions. May serve as a prime point of contact with the client. May be called upon to deliver presentations, plan tasks, and coordinate resources and budgets.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

#### ANALYST IV

**Description:** Works as a team member with advanced, comprehensive knowledge of methodologies, principals and practices related to logistics, business, or financial management disciplines. Ability to organize, analyze, interpret, and evaluate financial and management data in the solution of financial management and accounting problems. Ensures compliance with technological standards throughout the project. Operates with considerable latitude for actions and decisions. May serve as a prime point of contact with the client. May be called upon to deliver presentations, plan tasks, and coordinate resources and budgets.

**Experience & Education:** Minimum 8 years' experience and a Bachelor's degree.

#### ANALYST III

**Description:** Works as a team member and performs a variety of assigned duties, including analysis, design and development, evaluation, specifications, procedures, troubleshooting, and documentation. Performs day-to-day maintenance of accounting data. May be called upon to deliver presentations and assist in task planning.

**Experience & Education:** Minimum 6 years' experience and a Bachelor's degree.

#### ANALYST II

**Description:** Under general supervision, performs a variety of assigned duties, including analysis, design and development, evaluation, specifications, procedures, troubleshooting, and documentation. Performs day-to-day maintenance of accounting data. May be called upon to deliver presentations and assist in task planning.

**Experience & Education:** Minimum 4 years' experience and a Bachelor's degree.

#### ANALYST I

**Description:** Under close supervision, performs a variety of assigned duties, including analysis, design and development, evaluation, specifications, procedures, troubleshooting, and documentation. Performs day-to-day maintenance of accounting data. May be called upon to deliver presentations and assist in task planning.

**Experience & Education:** Minimum Bachelor's degree.

#### SENIOR LOGISTICS ANALYST

**Description:** Requires good communications skills; working knowledge of word processing and integrated software applications; strong management and organizational skills and ability to perform detail-oriented work are required. Position may require travel and the ability to pass and maintain a security clearance. Collaborates daily with customer(s) to determine specific needs and requirements and to counsel within the expert area, including overseeing task execution. Develops and/or reviews program reports, papers, drawings, specifications, procedures, etc.; provides comments; organizes, consolidates and adjudicates comments from various organizations and prepares reports. Performs expert-level review, analysis and validation of management and business products; prepares executive-level reports and briefs. Requires knowledge of assisting and/or advising customer in all areas of program performance including technical, administrative, analytical, reporting and financial. Oversees, performs and manages tasks as required. Creates, obtains, and manages program data and develops comprehensive status reports of project/program performance. Provides assessments of current logistical practices and recommends possible solutions. Plans and develops logistic program documentation from conceptual stage through life-cycle product. Compiles data on standardization and interchangeability of parts to expedite logistic activities. May perform special research or technical studies critical to logistic support functions. May utilize computer techniques for analysis, simulation, or information systems and documentation. May supervise and train entry-level personnel in the management, business and organizational aspects of assigned work.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

#### SENIOR LOGISTICS MANAGER

**Description:** Knowledge and skills in managing logistics support functions, including provisioning; logistics support analysis; life cycle cost; component and system test and evaluation; system requirements analysis and design; support equipment planning, acquisition and support; maintenance planning and development; and validation of provisioning, sustainment and support technical

documentation. Familiarity with Government documentation, including specifications, standards and acquisition and sustainment regulations, practices and policies. Collaborates daily with customer(s) to determine specific needs and requirements and to counsel within the expert area, including overseeing task execution. Develops and/or reviews program reports, papers, drawings, specifications, procedures, etc.; provides comments; organizes, consolidates and adjudicates comments from various organizations and prepares reports. Performs expert-level review, analysis and validation of management and business products; prepares executive-level reports and briefs. Consults as industry expert with managers, program managers and customers, advising on program/project policy development, planning and implementation. Position may require the ability to obtain and maintain a security clearance.

***Experience & Education:*** Minimum 7 years' experience and Bachelor's Degree.

#### LOGISTICS SPECIALIST

***Description:*** Requires good written communications skills; working knowledge of word processing and integrated software applications; good management and organizational skills and ability to perform detail-oriented work is required. Position may require travel and the ability to obtain and maintain a security clearance. Researches and analyzes business problems to determine logistics element(s) requirements, with minimum supervision. Collaborates with customer(s) to define, coordinate and track the status of multidisciplinary task(s) and advises on management and logistics element planning and execution. Performs logistics tasks associated with engineering, supply chain, scientific or general data processing functions within Governmental and/or civil deployment, acquisition, sustainment and/or operational environments. Interfaces with individual users to resolve operational and/or business processes, and/or technical problems. Coordinates tasks with other employees. Participates as individual contributor and as a member of multiple cross-functional integrated product team and/or functional area teams. Analyzes contractual commitments, customer specifications, design changes, and other data. Provides assessments of current logistical practices and recommends possible solutions. Plans and develops logistic program documentation from conceptual stage through life-cycle product. Compiles data on standardization and interchangeability of parts to expedite logistic activities. May perform special research or technical studies critical to logistic support functions. May utilize computer techniques for analysis, simulation, or information systems and documentation.

***Experience & Education:*** Minimum 4 years' experience and a Bachelor's degree.

#### EQUIPMENT SPECIALIST

***Description:*** Possesses practical knowledge of equipment and its characteristics, properties, and uses in order to (1) collect, analyze, interpret, and provide specialized information about equipment together with related advice to those who design, test, produce, procure, supply, operate, repair, or dispose of equipment; (2) identify and recommend practical solutions to engineering design and manufacturing defects and recommend use of substitute testing or support equipment when the equipment requested is unavailable; or (3) develop, install, inspect, or revise equipment maintenance programs and techniques.

***Experience & Education:*** Minimum 5 years' experience and Bachelor's Degree.

#### SENIOR DATA ANALYST

**Description:** Performs tasks which may include obtaining data through advanced computerized models; extrapolating data patterns through advanced algorithms; developing simple graphs and charts to explain how the mathematical information will influence the specific project or business; and presenting to managers how to best alter their business models to generate profitable future trends.

**Experience & Education:** Minimum 8 years' experience and a Bachelor's degree.

#### DATA MANAGEMENT ANALYST

**Description:** Demonstrated capability of maintaining a variety of data products, chronological data status and accounting logs. Works independently or under general direction to conduct logical analyses of management problems and management information requirements and formulates models of problems for solution. Reviews operations and testing of models to ensure adequacy or to determine need for reformulating to support collection, manipulation, analysis and other use of data. Prepares written reports to management.

**Experience & Education:** Minimum 4 years' experience and a Bachelor's degree.

#### DATA ANALYST

**Description:** Works independently or under general direction to perform analysis, preparation, and entry of data into prescribed data formats. Submits recommendations for solutions. Prepares detailed specifications and flowcharts. Prepares written reports to management.

**Experience & Education:** Minimum Bachelor's degree.

#### TECHNICAL WRITER

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

**Experience & Education:** Minimum 3 years' experience and a Bachelor's degree.

#### SENIOR GRAPHIC ARTIST

**Description:** Produces line drawings, technical drawings, presentation art, viewgraphs, and slides. May be called upon to deliver presentations and assist in task planning.

**Experience & Education:** Minimum 8 years' experience with high school, trade school, or service school degree.

#### GRAPHIC ARTIST

**Description:** Under general supervision, produces line drawings, technical drawings, presentation art, viewgraphs, and slides. May be called upon to deliver presentations and assist in task planning.

**Experience & Education:** Minimum 3 years' experience with high school, trade school, or service school degree.

#### ILLUSTRATOR/DRAFTSMAN

**Description:** Under general supervision, performs a variety of duties, including the preparation of drawings, charts, illustrations, schematics, diagrams, and flow charts.

**Experience & Education:** Minimum 2 years' experience with high school, trade school, or service school degree.

#### SENIOR ADMINISTRATIVE ASSISTANT \*

**Description:** Performs administrative functions such as job ordering and reporting, maintenance administrative and security records, supervision of typist and administrative clerks, word processing, data transcription, and procurement of material/equipment required for job performance. Serves in challenging administrative positions often reporting directly to senior executives, preparing executive correspondence and coordinating meeting and schedules.

**Experience & Education:** Minimum 10 years' experience with high school, trade school, or service school degree.

#### ADMINISTRATIVE ASSISTANT II \*

**Description:** In addition to the experience as described in Administrative Assistant I, must have experience and be proficient with a wide variety of graphic and office automation tools and produce documents without errors. The Clerical Assistant III must have experience and knowledge in proofreading and editing documents that are highly technical in nature which was created by others to ensure proper format, grammar, and style.

**Experience & Education:** Minimum 6 years' experience with high school, trade school, or service school degree.

#### ADMINISTRATIVE ASSISTANT I \*

**Description:** Under general supervision, performs administrative functions such as job ordering and reporting, maintenance of security records, supervision of typist and administrative clerks, word processing, data transcription, and procurement of material/equipment required for job performance.

**Experience & Education:** Minimum 2 years' experience with high school, trade school, or service school degree.

#### INSTRUCTIONAL SYSTEM DESIGNER SENIOR

**Description:** Performs tasks related to planning, coordination, and development of components of instructional design based on the findings of occupational analysis; determining the learning objectives and task learning relationships, clustering learning events, organizing course content, and developing instruction design plans; and analyzing learning problems, selecting teaching strategies using appropriate models, and developing course plans using this information. Tasks may include identifying training needs, presenting recommendations, and delivering learning solutions to address performance gaps; leveraging instructional design and performance improvement processes to analyze, design, develop, implement, and evaluate instructional materials and performance improvement programs; working with key stakeholders and subject matter experts to design and develop training interventions that incorporate best practices in behavioral and cognitive sciences to effectively address business and performance objectives.

**Experience & Education:** Minimum 12 years' experience and a Bachelor's degree.

### TRAINING SPECIALIST III

**Description:** Conducts research necessary to develop and revise training courses and prepares appropriate training materials. Leads or manages the development of all instructor materials that may include course outline, background material, and training aids. Develops all student materials that may include course workbooks, manuals, completion certificates, and course critique forms. Acts in a senior capacity for classroom instruction.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

### TRAINING SPECIALIST II

**Description:** Conducts research necessary to develop and revise training courses and prepares appropriate training materials. Develops all instructor materials that may include course outline, background material, and training aids. Develops all student materials that may include course workbooks, manuals, completion certificates, and course critique forms. Serves as an instructor.

**Experience & Education:** Minimum 5 years' experience and a Bachelor's degree.

### TRAINING SPECIALIST I

**Description:** Conducts research necessary to develop and revise training courses and prepares appropriate training materials. Assists in the development of all instructor materials that may include course outline, background material, and training aids. Develops all student materials that may include course workbooks, manuals, completion certificates, and course critique forms. Serves as a teaching assistant during classroom instruction.

**Experience & Education:** Minimum Bachelor's degree.

### SENIOR STRATEGIC PLANNER

**Description:** Performs tasks related to providing content and process expertise for providing advice for establishing and implementing a strategic direction. Tasks may include supporting strategic planning, including the development of strategic goals, objectives, strategies, performance measures, targets, improved programmatic outcomes, and linkages to programming, budgeting and evaluations; supporting strategic performance measure development, including improved linkage between VA-wide strategic goals and VA programmatic outcomes; and implementing the Government Performance and Results Act (GPRA) Modernization Act (GPRAMA).

**Experience & Education:** Minimum 15 years' experience and a Bachelor's degree.

### SENIOR BUDGET ANALYST

**Description:** Performs tasks which apply knowledge and skill in budget-related laws, regulations, policies, precedents, methods, and techniques. Tasks may include support for Planning, Programming, Budgeting, and Execution (PPBE) activities; conducting multi-year programming studies and budget analyses, including, survey methods, findings, evaluations, and recommendations; supporting budget formulation efforts by developing, managing, and maintaining spreadsheets and budget artifacts used for development of Congressional Budget Justification; financial analysis; and development of draft briefs for VA management on the organization's budget.

**Experience & Education:** Minimum 8 years' experience and a Bachelor's degree.

### JUNIOR BUDGET ANALYST

**Description:** Under close supervision performs tasks which apply knowledge and skill in budget-related laws, regulations, policies, precedents, methods, and techniques. Tasks may include support for Planning, Programming, Budgeting, and Execution (PPBE) activities; assists in conducting

multi-year programming studies and budget analyses, including, survey methods, findings, evaluations, and recommendations; supporting budget formulation efforts by developing, managing, and maintaining spreadsheets and budget artifacts used for development of Congressional Budget Justification; financial analysis; and may be called upon for development of draft briefs for VA management on the organization's budget.

**Experience & Education:** Minimum 2 years' experience and a Bachelor's degree.

#### SENIOR ACQUISITION SPECIALIST

**Description:** Performs tasks related to developing procurement request packages, monitoring acquisition and procurement lifecycle management activities, and use of Procurement Administrative Lead Time (PALT) analysis while supporting program office activities. Tasks may include supporting the development of requirements, market research, estimates, and other related procurement documentation.

**Experience & Education:** Minimum 8 years' experience and a Bachelor's degree.

#### MID ACQUISITION SPECIALIST

**Description:** Under general supervision performs tasks related to developing procurement request packages, monitoring acquisition and procurement lifecycle management activities, and use of Procurement Administrative Lead Time (PALT) analysis while supporting program office activities. Tasks may include supporting the development of requirements, market research, estimates, and other related procurement documentation.

**Experience & Education:** Minimum 6 years' experience and a Bachelor's degree.

#### JUNIOR ACQUISITION SPECIALIST

**Description:** Under general supervision, performs tasks related to developing procurement request packages, monitoring acquisition and procurement lifecycle management activities, and use of Procurement Administrative Lead Time (PALT) analysis while supporting program office activities. Tasks may include supporting the development of requirements, market research, estimates, and other related documentation.

**Experience & Education:** Minimum 4 years' experience and a Bachelor's degree.

#### SENIOR FINANCIAL ANALYST

**Description:** Performs complex financial analysis and consults with multiple levels of personnel in one or more of the following competencies: financial and business management, budget and finance policy and operations, cost and economic analysis, strategic analysis, and other applicable disciplines. Recommends cost effective strategies to meet program, project and financial planning objectives. May function as team lead.

**Experience & Education:** Minimum 8 years' experience and a Bachelor's degree.

#### MID FINANCIAL ANALYST

**Description:** Performs complex financial analysis and consults with multiple levels of personnel in one or more of the following competencies: financial and business management, budget and finance policy and operations, cost and economic analysis, strategic analysis, and other applicable disciplines. May recommend cost effective strategies to meet objectives.

**Experience & Education:** Minimum 6 years' experience and a Bachelor's degree.

#### JUNIOR FINANCIAL ANALYST

**Description:** Under general supervision performs financial analysis and consults with multiple levels of personnel in one or more of the following competencies: financial and business management, budget and finance policy and operations, cost and economic analysis, strategic analysis, and other applicable disciplines. May be asked to assist with recommend cost effective strategies to meet objectives.

**Experience & Education:** Minimum 4 years' experience and a Bachelor's degree.

#### SENIOR WEB DEVELOPER

**Description:** Performs tasks requiring use of IT to advance the organization's goals by creating websites for programs and projects. Utilizes available commercial technology tools like MS SharePoint and Access Database. Tasks may include performing web development, computer programming and database integration; supporting data collection, statistical analysis and visualization of progress towards achieving objectives; articulating and assisting the customer with defining and refining product requirements; and supporting Data and Information Management tasks.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

#### JUNIOR WEB DEVELOPER

**Description:** Under general supervision performs tasks requiring use of IT to advance the organization's goals by creating websites for programs and projects. Utilizes available commercial technology tools like MS SharePoint and Access Database. Tasks may include performing web development, computer programming and database integration; supporting data collection, statistical analysis and visualization of progress towards achieving objectives; articulating and assisting the customer with defining and refining product requirements; and may be called upon to assist in supporting Data and Information Management tasks.

**Experience & Education:** Minimum 4 years' experience and a Bachelor's degree.

#### CUSTOMER SERVICE REPRESENTATIVE III \*

**Description:** Performs variety of customer support functions, travel and facilities management support. May serve as team leader. Tasks may include monitoring Mailbox (Outlook), responding to inquiries, forwarding inquires to recipients, providing guidance for travelers regarding Travel Policy, certifying all local and TDY travel authorizations and vouchers, supporting customer efforts in the management of meeting space, working closely with IT, providing supplies and providing assistance in managing databases (SharePoint, etc.).

**Experience & Education:** Minimum 6 years' experience with high school, trade school, or service school degree.

#### CUSTOMER SERVICE REPRESENTATIVE II \*

**Description:** Under supervision of lead, performs variety of customer support functions, travel and facilities management support. Tasks may include monitoring Mailbox (Outlook), responding to inquiries, forwarding inquires to recipients, providing guidance for travelers regarding Travel Policy, certifying all local and TDY travel authorizations and vouchers, supporting customer efforts in the management of meeting space, working closely with IT, providing supplies and providing assistance in managing databases (SharePoint, etc.).

**Experience & Education:** Minimum of 4 years' experience with high school, trade school, or service school degree.

#### CUSTOMER SERVICE REPRESENTATIVE I \*

**Description:** Under general supervision, performs variety of customer support functions, travel and facilities management support. Tasks may include monitoring Mailbox (Outlook), responding to inquiries, forwarding inquires to recipients, providing guidance for travelers regarding Travel Policy, certifying all local and TDY travel authorizations and vouchers, supporting customer efforts in the management of meeting space, working closely with IT, providing supplies and providing assistance in managing databases (SharePoint, etc.).

**Experience & Education:** Minimum of 2 years' experience with high school, trade school, or service school degree.

#### SENIOR SYSTEMS DEVELOPER

**Description:** Functional expert providing skills as a SharePoint Software Developer applying current graphics design and .NET technologies to develop, modify, maintain SharePoint server portals. Design, develop, and manage site content and capabilities and provide daily onsite maintenance of the existing Microsoft Office SharePoint Server (MOSS) portals. Manages the content hosted on SharePoint and helps expedite user adoption within the organization. Responsible for maintaining and securing the platform and monitoring system usage to optimize performance. Other basic tasks include: Creating and configuring new sites.

**Experience & Education:** Minimum 10 years' experience and a Bachelor's degree.

Degree/Experience Equivalency		Note: All labor categories have an absolute minimum education of at least a high school diploma or equivalent.
Degree	Experience Equivalence	
Doctorate	Masters + 2 additional years relevant experience, Bachelors + 4 years relevant experience	
Masters	Bachelors +2 additional years relevant experience, or Associates degree + 4 years relevant experience	
Bachelors	Associates degree +2 additional years relevant experience, or 4 years relevant experience	