



**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 is available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: <http://www.gsa.gov>.*

**MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)**

**Federal Supply Group:** 874  
**Class:** R499  
**Contract Number:** GS-10F-0157V

**Price list current through**

**Modification:** PS0006 dated April 23, 2010

*For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at <http://www.fss.gsa.gov>*

**Contract Period:** 5/01/2009 – 4/30/2014

**Contractor:** SkillStorm Inc. d/b/a SGIS  
10105 Pacific Heights Blvd, Suite 260  
San Diego, CA 92121

**Business Size:** Large Business/Other than Small Business  
**Telephone:** (800) 919-3031  
**FAX Number:** (626) 628-1833  
**Website:** [www.sgis.com](http://www.sgis.com)

**Contract Administrator:** Robert Rose, Contracts Manager  
**E-mail:** [robert.rose@sgis.com](mailto:robert.rose@sgis.com)

**CUSTOMER INFORMATION**

**1a. Table of Awarded Special Item Numbers (SINs):**

SIN	Description
874-4, 874-4 RC	Training Services
874-7, 874-7 RC	Program and Project Management

**1b. Identification of the lowest priced model number and lowest unit price for each special item number awarded under 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**

**1c. Labor Category Descriptions:** Please refer to the Labor Category Descriptions table below

2. **Maximum order:** \$1,000,000.00
3. **Minimum order:** \$300.00
4. **Geographic coverage (delivery area):** Worldwide
5. **Point(s) of production:** Same as company address
6. **Discount From List Prices or Statement of Net Price:** Government net prices (discounts already deducted).
7. **Quantity Discounts:** None offered
8. **Prompt Payment Terms:** Net 30 days
- 9a. **Notification That Government Purchase Cards Are Accepted at or Below the Micro-purchase Threshold:** Yes
- 9b. **Notification That Government Purchase Cards Are Not Accepted Above the Micro-purchase Threshold:** Contact Contractor
10. **Foreign Items:** None
- 11a. **Time of Delivery:** Specified in task order
- 11b. **Expedited Delivery:** Contact Contractor
- 11c. **Overnight and 2-Day Delivery:** Contact Contractor
- 11d. **Urgent Requirements:** Contact Contractor
12. **F.O.B. point(s):** Destination
- 13a. **Ordering Address:** Same as company address
- 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](https://fss.gsa.gov/schedules)
14. **Payment Address:** Same as company address
15. **Warranty Provision:** Contractor's standard commercial warranty
16. **Export Packing Charges:** Not Applicable
17. **Terms and Conditions of Government Purchase Card Acceptance (any Thresholds above the Micro-purchase Level):** Contact Contractor
18. **Terms and Conditions of Rental, Maintenance, and Repair:** Not Applicable
19. **Terms and Conditions of Installation:** Not Applicable
20. **Terms and Conditions of Repair etc.:** Not Applicable
- 20a. **Terms and Conditions for any Other Services:** Not Applicable
21. **List of Service and Distribution points:** Not Applicable
22. **List of Participating Dealers:** Not Applicable
23. **Preventive maintenance:** Not Applicable
- 24a. **Environmental Attributes:** Not Applicable

- 24b. **Section 508 Compliance:** Contract Support Solutions will ensure that the services provided under this contract will be in compliance with the Americans with Disabilities Act (ADA) by vigorously adhering to the accessibility checklist specified in Section 508
  - 25. **Data Universal Number System (DUNS) Number:** 112693358
  - 26. **Notification regarding registration in Central Contractor Registration (CCR) Database:** Registered
  - 27. **Contractor will accept:** Labor Hour and Firm Fixed Price contracts
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**GOVERNMENT AWARDED RATES (NET PRICES)**

	Labor Category	Approved GSA Rate
1	Administrative Assist	\$ 47.88
2	Data Analyst	\$ 55.50
3	Duty Desk / Watch Officer	\$ 127.39
4	Executive Assistant	\$ 62.31
5	Intelligence Analyst I	\$ 92.70
6	Intelligence Analyst II	\$ 101.90
7	Intelligence Analyst III	\$ 116.09
8	Office Administrator I	\$ 55.38
9	Office Administrator II	\$ 64.13
10	Office Administrator III	\$ 90.65
11	Program Manager I	\$ 117.64
12	Program Manager II	\$ 132.04
13	Program Manager III	\$ 142.82
14	Program Manager IV	\$ 171.18
15	Project Manager I	\$ 66.55
16	Project Manager II	\$ 74.53
17	Project Manager III	\$ 84.05
18	Project Manager IV	\$ 103.36
19	Quality Assurance	\$ 59.44
20	Security Analyst	\$ 74.27
21	SharePoint Administrator	\$ 73.36
22	SharePoint Architect	\$ 97.82
23	Subject Matter Expert I	\$ 90.97
24	Subject Matter Expert II	\$ 110.88
25	Subject Matter Expert III	\$ 128.84
26	Subject Matter Expert IV	\$ 171.18
27	Subject Matter Expert V	\$ 282.26
28	Support Specialist	\$ 66.79
29	Systems Administrator I	\$ 103.57
30	Systems Administrator II	\$ 120.66
31	Systems Administrator III	\$ 129.92
32	Technical Trainer I	\$ 116.58
33	Technical Trainer II	\$ 125.53
34	Technical Writer I	\$ 69.68
35	Technical Writer II	\$ 86.40
36	Technical Writer III	\$ 96.84
37	Trainer Developer I	\$ 67.58
38	Trainer Developer II	\$ 97.67
39	Trainer Developer III	\$ 129.71
40	Trainer Developer IV	\$ 160.46

## GOVERNMENT AWARDED LABOR CATEGORY DESCRIPTIONS

Labor Category		Description
1	Administrative Assistant	<p><b>Functional Responsibility:</b> Assist management or department in administrative tasks. Duties include general clerical, reception and project based work. Specific duties include, but are not limited to: providing coordination of calendars, correspondence, and daily requests; Supporting financial management; and Allocation, planning, and execution of projects.</p> <p><b>Experience:</b> 4 years relevant experience in office management and administration.</p> <p><b>Education:</b> Bachelor's Degree or equivalent experience.</p>
2	Data Analyst	<p><b>Functional Responsibilities:</b> Responsible for the detailed development, analysis, organization, and reporting of data. Support data architect with structural and data changes across multiple environments. Participate in data architecture planning, assist application architects and DBA around data storage scalability and sizing estimations, and lead design/code reviews to warrant appropriate data access patterns. Participate in application troubleshooting.</p> <p><b>Experience:</b> 5+ years of related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
3	Duty Desk / Watch Officer	<p><b>Functional Responsibilities:</b> Conduct all-source research and analysis on threats to U.S. critical infrastructure/key resources. Analyze, interpret, interrelate, and evaluate the retrieved information. Message traffic review and access to local and national intelligence databases to conduct research and communicate findings to the intelligence community and law enforcement agencies nation-wide. Pursue threat reporting and ascertain necessary actions for the watch team. Maintain daily read books, RFI management, and assist with development Special Research Reports. Support national targeting efforts in a 24x7 shift environment performing name trace and investigations for a Federal Government intelligence and law enforcement agency.</p> <p><b>Experience:</b> 8+ years of related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
4	Executive Assistant	<p><b>Functional Responsibility:</b> Provide administrative and project coordination directly to team leaders. Assist management in administrative tasks. Provide coordination of calendars, correspondence, and daily requests. Support financial management, allocation, planning, and execution of project.</p> <p><b>Experience:</b> 5 years relevant experience in executive assistance and office administration.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience.</p>
5	Intelligence Analyst I	<p><b>Functional Responsibilities:</b> Manage and provide specialized intelligence and threat analysis and production support. Access and perform research on designated automated intelligence databases for the purpose of identifying information of interest to the customer, down-loading the identified information to an appropriate medium and</p>

Labor Category		Description
		<p>editing the production of their staff and ensuring it is in the format(s) to be specified by the customer. Provides intelligence and threat analysis of the information that is tailored to the customer's requirements. Provides leadership and guidance to lower level employees. Serves as the functional point of contact with the government COTR and the COTR's technical monitors on site for submission of production and reports.</p> <p><b>Experience:</b> 6+ years of related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
6	Intelligence Analyst II	<p><b>Functional Responsibilities:</b> Manage and provide specialized intelligence and threat analysis and production support. Access and perform research on designated automated intelligence databases for the purpose of identifying information of interest to the customer, down-loading the identified information to an appropriate medium and editing the production of their staff and ensuring it is in the format(s) to be specified by the customer. Provides intelligence and threat analysis of the information that is tailored to the customer's requirements. Provides leadership and guidance to lower level employees. Serves as the functional point of contact with the government COTR and the COTR's technical monitors on site for submission of production and reports.</p> <p><b>Experience:</b> 8+ years of related experience.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
7	Intelligence Analyst III	<p><b>Functional Responsibilities:</b> Manage and provide specialized intelligence and threat analysis and production support. Access and perform research on designated automated intelligence databases for the purpose of identifying information of interest to the customer, down-loading the identified information to an appropriate medium and editing the production of their staff and ensuring it is in the format(s) to be specified by the customer. Provides intelligence and threat analysis of the information that is tailored to the customer's requirements. Provides leadership and guidance to lower level employees. Serves as the functional point of contact with the government COTR and the COTR's technical monitors on site for submission of production and reports.</p> <p><b>Experience:</b> 10+ years of related experience.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
8	Office Administrator I	<p><b>Functional Responsibilities:</b> Perform duties to provide varied administrative, clerical, <b>financial, recordkeeping, research</b> and secretarial support services related to assigned program. <b>May train and supervise lower-level administrative staff.</b></p> <p><b>Experience:</b> 1-2 years of related administrative, clerical, and reporting, coordination, communications and computer skills training.</p> <p><b>Education:</b> High school diploma.</p>
9	Office Administrator II	<p><b>Functional Responsibilities:</b> Perform duties to provide varied administrative, clerical, <b>financial, recordkeeping, research</b> and secretarial support services related to assigned program. <b>May train</b></p>

Labor Category		Description
		<p>and supervise lower-level administrative staff.</p> <p><b>Experience:</b> 3-5 years of related administrative, clerical, and reporting, coordination, communications and computer skills training.</p> <p><b>Education:</b> High school diploma.</p>
10	Office Administrator III	<p><b>Functional Responsibilities:</b> Perform duties to provide varied administrative, clerical, financial, recordkeeping, research and secretarial support services related to assigned program. May train and supervise lower-level administrative staff.</p> <p><b>Experience:</b> 6+ years of related administrative, clerical, reporting, coordination, communications and computer skills training.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
11	Program Manager I	<p><b>Functional Responsibility:</b> Coordinate and monitor the scheduling, pricing, and technical performance of company programs. Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans, schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Typically reports to a unit/department head.</p> <p><b>Experience:</b> 8/12 years relevant experience.</p> <p><b>Education:</b> Master's degree or equivalent experience.</p>
12	Program Manager II	<p><b>Functional Responsibility:</b> Coordinate and monitor the scheduling, pricing, and technical performance of company programs. Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans, schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Typically reports to a unit/department head.</p> <p><b>Experience:</b> 5 - 7 years related experience.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
13	Program Manager III	<p><b>Functional Responsibility:</b> Coordinate and monitor the scheduling, pricing, and technical performance of company programs. Responsibilities include aiding in the negotiation of contracts and</p>

Labor Category		Description
		<p>contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans, schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Typically reports to a unit/department head.</p> <p><b>Experience:</b> 10 years related experience.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
14	Program Manager IV	<p><b>Functional Responsibility:</b> Coordinate and monitor the scheduling, pricing, and technical performance of company programs. Responsibilities include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans, schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Typically reports to a unit/department head.</p> <p><b>Experience:</b> 12 years related experience.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
15	Project Manager I	<p><b>Functional Responsibility:</b> Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management regarding status of project. Familiar with a variety of the field's concepts, practices, and procedures. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</p> <p><b>Experience:</b> 2 years relevant experience.</p> <p><b>Education:</b> Bachelor's degree.</p>
16	Project Manager II	<p><b>Functional Responsibility:</b> Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management regarding status of project. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of</p>

Labor Category		Description
		<p>tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</p> <p><b>Experience:</b> 4 years relevant experience.</p> <p><b>Education:</b> Bachelor's degree.</p>
17	Project Manager III	<p><b>Functional Responsibility:</b> Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management regarding status of project. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</p> <p><b>Experience:</b> 8 years relevant experience.</p> <p><b>Education:</b> Bachelor's degree.</p>
18	Project Manager IV	<p><b>Functional Responsibility:</b> Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management regarding status of project. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</p> <p><b>Experience:</b> 10 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
19	Quality Assurance	<p><b>Functional Responsibility:</b> Provide an objective, independent view of the quality of the products and execution of the program process and procedures. Responsible for review and approval of project documentation, conducting compliance audits of products and procedures, in-coming inspection of vendor and customer provided product, witnessing and approval of product acceptance testing, development and implementation of Project Quality Plans, and other administrative technical matters. Prepare technical reports, interface and coordinate with project staff including project management, hardware engineers, systems engineers, system and software architects, developers and testers. Works on complex tasks and ensures project, schedules, and performance requirements are met.</p> <p><b>Experience:</b> 4 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
20	Security Analyst	<p><b>Functional Responsibility:</b> Perform operations to include monitoring and analysis, security incident handling, incident reporting, and threat analysis. Determine appropriate response action(s) required to mitigate risk and provide threat and damage assessment for security threats.</p> <p><b>Experience:</b> 2-4 years related experience.</p>

Labor Category		Description
		<p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
21	SharePoint Administrator	<p><b>Functional Responsibility:</b> Responsible for planning, design, installation, troubleshooting, and providing day- to- day support for SharePoint. Set up, configure, and maintain the SharePoint environment.</p> <p><b>Experience:</b> 4 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
22	SharePoint Architect	<p><b>Functional Responsibility:</b> Responsible for SharePoint architectural design, Web Parts development, server installation, management, and troubleshooting. Review, analyze and evaluate business systems, processes and user needs in order to develop deploy various applications.</p> <p><b>Experience:</b> 4 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
23	Subject Matter Expert I	<p><b>Functional Responsibilities:</b> Provide technical, functional, and/or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex engineering concepts, planning, design, and/or implementation problems. Provides expert advice, research analysis and offers recommendations based off results. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.</p> <p><b>Experience:</b> 0 - 2 years experience in related subject / technology being addressed.</p> <p><b>Education:</b> Master's Degree, or Bachelor's degree plus 5 years of experience, or equivalent technical experience.</p>
24	Subject Matter Expert II	<p><b>Functional Responsibilities:</b> Provide technical, functional, and/or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex engineering concepts, planning, design, and/or implementation problems. Provides expert advice, research analysis and offers recommendations based off results. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.</p> <p><b>Experience:</b> 2 years experience in related subject / technology being addressed.</p> <p><b>Education:</b> Master's Degree, or Bachelor's degree plus 5 years of experience, or equivalent technical experience.</p>
25	Subject Matter Expert III	<p><b>Functional Responsibilities:</b> Provide technical, functional, and/or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex engineering concepts, planning, design, and/or implementation problems. Provides expert advice, research analysis and offers recommendations based off results. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will</p>

Labor Category		Description
		<p>satisfy the Government's requirement.</p> <p><b>Experience:</b> 5 years experience in related subject / technology being addressed.</p> <p><b>Education:</b> Master's Degree, or Bachelor's degree plus 5 years of experience, or equivalent technical experience.</p>
26	Subject Matter Expert IV	<p><b>Functional Responsibilities:</b> Provide technical, functional, and/or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex engineering concepts, planning, design, and/or implementation problems. Provides expert advice, research analysis and offers recommendations based off results. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.</p> <p><b>Experience:</b> 9 years experience in related subject / technology being addressed.</p> <p><b>Education:</b> Master's Degree, or Bachelor's degree plus 5 years of experience, or equivalent technical experience.</p>
27	Subject Matter Expert V	<p><b>Functional Responsibilities:</b> Provide technical, functional, and/or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex engineering concepts, planning, design, and/or implementation problems. Provides expert advice, research analysis and offers recommendations based off results. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.</p> <p><b>Experience:</b> 14 years experience in related subject / technology being addressed.</p> <p><b>Education:</b> Master's Degree, or Bachelor's degree plus 5 years of experience, or equivalent technical experience.</p>
28	Support Specialist	<p><b>Functional Responsibility:</b> Provide project support in form of preparation of schedules, documents, etc. Providing assistance in training, both in-person and web-based. Perform various other project coordination activities.</p> <p><b>Experience:</b> 4 years relevant experience.</p> <p><b>Education:</b> Bachelor's degree.</p>
29	System Administrator I	<p><b>Functional Responsibility:</b> Responsible for the installation, configuration, and maintenance of operating systems, services, and user applications. Provides support for desktop, server and web applications; prepares documentation and training materials; administers provisioning services. Manage computer system security reporting and tracking, network configuration management, operating system control, computer resource allocations, and scheduling.</p> <p><b>Experience:</b> 4 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
30	System Administrator II	<p><b>Functional Responsibility:</b> Responsible for the installation, configuration, and maintenance of operating systems, services, and user applications. Provides support for desktop, server and web</p>

Labor Category		Description
		<p>applications; prepares documentation and training materials; administers provisioning services. Manage computer system security reporting and tracking, network configuration management, operating system control, computer resource allocations, and scheduling.</p> <p><b>Experience:</b> 6 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
31	System Administrator III	<p><b>Functional Responsibility:</b> Responsible for the installation, configuration, and maintenance of operating systems, services, and user applications. Provides support for desktop, server and web applications; prepares documentation and training materials; administers provisioning services. Manage computer system security reporting and tracking, network configuration management, operating system control, computer resource allocations, and scheduling.</p> <p><b>Experience:</b> 8 years related experience.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
32	Technical Trainer I	<p><b>Functional Responsibility:</b> Develop and improve dynamic, interactive, and user-engaging computer-based training (WBT/CBT) courses and website feature demonstration videos. Produce course content and materials. Design and develop detailed course-based training frameworks to support multiple modules of course work. Translate technical requirements and understand client's needs to structure a solution that meets all requirements. Conduct instructor-led classroom, virtual classroom, self-paced online learning, and computer aided training.</p> <p><b>Experience:</b> 4 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
33	Technical Trainer II	<p><b>Functional Responsibility:</b> Develop and improve dynamic, interactive, and user-engaging computer-based training (WBT/CBT) courses and website feature demonstration videos. Produce course content and materials. Design and develop detailed course-based training frameworks to support multiple modules of course work. Translate technical requirements and understand client's needs to structure a solution that meets all requirements. Conduct instructor-led classroom, virtual classroom, self-paced online learning, and computer aided training.</p> <p><b>Experience:</b> 6 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
34	Technical Writer I	<p><b>Functional Responsibility:</b> Responsible for developing, writing, proofreading ,editing and producing materials for a variety of technical, on-line, procedural, training, marketing and user documentation.</p> <p><b>Experience:</b> 4 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
35	Technical Writer II	<p><b>Functional Responsibility:</b> Responsible for developing, writing, proofreading ,editing and producing materials for a variety of</p>

Labor Category		Description
		<p>technical, on-line, procedural, training, marketing and user documentation.</p> <p><b>Experience:</b> 6 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
36	Technical Writer III	<p><b>Functional Responsibility:</b> Responsible for developing, writing, proofreading ,editing and producing materials for a variety of technical, on-line, procedural, training, marketing and user documentation.</p> <p><b>Experience:</b> 8 years related experience.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
37	Trainer Developer I	<p><b>Functional Responsibilities:</b> Teach, develop, plan, prepare, and improve training courses. Create new courses, write narration, develop test questions and supplementary content, and create new interface designs and support that may include multimedia, animation, computer and web based training. Develop courseware in a variety of media to support physical and virtual classroom environments for distance learning, webinars, and virtual student coaching. Conduct ongoing classroom instruction, coordinate logistics, organize set up, provide training materials and conduct ongoing management of internal and remote training events. Support technical training and documentation for classroom environment and one-on-one/small group setup. Evaluate the effectiveness of training to ensure desired results are being achieved.</p> <p><b>Experience:</b> 3 years experience required.</p> <p><b>Education:</b> Associate's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
38	Trainer Developer II	<p><b>Functional Responsibilities:</b> Teach, develop, plan, prepare, and improve training courses. Create new courses, write narration, develop test questions and supplementary content, and create new interface designs and support that may include multimedia, animation, computer and web based training. Develop courseware in a variety of media to support physical and virtual classroom environments for distance learning, webinars, and virtual student coaching. Conduct ongoing classroom instruction, coordinate logistics, organize set up, provide training materials and conduct ongoing management of internal and remote training events. Support technical training and documentation for classroom environment and one-on-one/small group setup. Evaluate the effectiveness of training to ensure desired results are being achieved.</p> <p><b>Experience:</b> 5 years experience required.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
38	Trainer Developer III	<p><b>Functional Responsibilities:</b> Teach, develop, plan, prepare, and improve training courses. Create new courses, write narration, develop test questions and supplementary content, and create new interface designs and support that may include multimedia, animation, computer and web based training. Develop courseware in a variety of media to support physical and virtual classroom environments for distance learning, webinars, and virtual student coaching. Conduct</p>

	Labor Category	Description
		<p>ongoing classroom instruction, coordinate logistics, organize set up, provide training materials and conduct ongoing management of internal and remote training events. Support technical training and documentation for classroom environment and one-on-one/small group setup. Evaluate the effectiveness of training to ensure desired results are being achieved.</p> <p><b>Experience:</b> 7 years experience required.</p> <p><b>Education:</b> Bachelor's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>
40	Trainer Developer IV	<p><b>Functional Responsibilities:</b> Teach, develop, plan, prepare, and improve training courses. Create new courses, write narration, develop test questions and supplementary content, and create new interface designs and support that may include multimedia, animation, computer and web based training. Develop courseware in a variety of media to support physical and virtual classroom environments for distance learning, webinars, and virtual student coaching. Conduct ongoing classroom instruction, coordinate logistics, organize set up, provide training materials and conduct ongoing management of internal and remote training events. Support technical training and documentation for classroom environment and one-on-one/small group setup. Evaluate the effectiveness of training to ensure desired results are being achieved.</p> <p><b>Experience:</b> 10 years experience required.</p> <p><b>Education:</b> Master's degree or equivalent experience (two (2) years of related experience is equivalent to one (1) year of education).</p>