



U.S. General Services Administration  
Federal Supply Service  
*Authorized Federal Supply Schedule Price List*

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The Internet address for GSA Advantage!® is: <http://www.gsaadvantage.gov>.

## **Logistics Worldwide (LOGWORLD)**

**Federal Supply Schedule 874V**  
**Class R706**

**Contract Number: GS-10F-0077T**

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

**Contract Period: December 8, 2006 through December 7, 2011**

**Strata-G, LLC**  
2027 Castaic Lane  
Knoxville, TN 37932  
Phone 865-934-3400  
Fax 865-934-3439  
Website <http://www.stratag.org>  
GSA Contract Admin – Leah Berry

**Business Size:** Small, Veteran Owned

**Price List updated 9/30/10**

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## **I. Customer Information**

### **1a. Awarded Special Item Numbers:**

SIN 874V-501 Supply and Value Chain Management Services

SIN 874V-503 Distribution and Transportation Logistics Services

SIN 874V-505 Logistics Training Services

**1b. Labor Rates:** Please see Section VI for Labor Rates.

**1c. Labor Category Descriptions:** Please see Section VII for full Labor Category Descriptions.

**2. Maximum Order Threshold:** The maximum order for LOGWORLD Services under all SINs is \$1,000,000

**3. Minimum Order:** The minimum dollar value per order for all LOGWORLD Services is \$300.

**4. Geographic Coverage (Delivery Area):** Worldwide.

**5. Point of Production:** Knoxville, TN.

**6. Discount from List Prices:** All prices listed are net prices.

**7. Quantity Discounts:** Strata-G, LLC does not offer quantity discounts.

**8. Prompt Payment Terms:** No special discount is offered for prompt payment. Payment terms are net 30 days.

**9a. Acceptance of Government Credit Cards:** Government credit cards will be accepted for orders at or below the micro-purchase threshold.

**9b. Acceptance of Government Credit Cards:** Government credit cards will be accepted for orders above the micro-purchase threshold.

**10. Foreign Items:** Not Applicable.

**11a. Time of Delivery:** Specified in each task order.

**11b. Expedited Delivery:** None.

**11c. Overnight and 2-Day Delivery:** None.

**11d. Urgent Requirements:** Not Available.

**12. F.O.B. Points(s):** To be negotiated with ordering agency per individual task orders.

### **13a. Ordering Address:**

Strata-G, LLC

Attention: Contracts\*

2027 Castaic Lane

Knoxville, TN 37932

865-934-3400 phone

865-934-3449 facsimile

\* Please mail to the attention of the Contract Administrator identified in the task order proposal.

**13b. Ordering Procedures:** The ordering procedures for supplies and services, information on Blanket Purchase Agreements (BPA), and a sample BPA can be found at the GSA/FSS Schedule homepage (<http://fss.gsa.gov/schedules>).

### **14. Payment Address is as Follows:**

#### **Payment via Check/U.S. Mail**

Strata-G, LLC

Attention: Contracts\*

2027 Castaic Lane

Knoxville, TN 37932

**15. Warranty Provision:** Not applicable.

**16. Export Packing Charges:** Not applicable.

**17. Terms and Conditions of Government Purchase Card Acceptance (any thresholds above the**

**micro-purchase level):** The Government Credit Card shall be accepted for orders below the micro-purchase threshold.

**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 Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices:** 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. Special Attributes:** Not applicable.

**24b. Section 508:** If applicable, Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services will be addressed on a task order basis. The EIT standards can be found at [www.Section508.gov](http://www.Section508.gov).

**25. Data Universal Numbering System (DUNS) Number:** 118414932

**26. Central Contractor Registration (CCR) Database:** Strata-G, LLC is registered in the Central Contractor Registration (CCR) Database.

**27. Uncompensated Overtime:** Strata-G, LLC labor rates were developed utilizing uncompensated overtime for exempt employees. All hours delivered will be at the rates reflected in the price list.



## **II. Strata-G Company Overview**

Business Status: Small Veteran-Owned Business

Management: Dan Hurst, President and CEO  
John Patterson, Senior Vice President and Director of Operations

Number of Employees: 120

Business Offices: Knoxville, Tennessee  
Oxford, Mississippi

Project Offices: Aiken, South Carolina  
Idaho Falls, Idaho  
Paducah, Kentucky  
Las Vegas, Nevada

## **III. Contact Information**

Strata-G Web Page: [www.StrataG.org](http://www.StrataG.org)

Division Managers: **Leah Berry**, Business and Information Services  
**Debbie Browning**, Engineering Services  
**Sheila Hudson**, Waste Management/Transportation Services  
**Jenny Freeman**, Business Development for GSA  
**Kevin Mitchell**, Scientific Services

Strata-G Business Offices: 2027 Castaic Lane  
Knoxville, TN 37932  
Phone: 865-934-3400  
Fax: 865-934-3439

26 County Road 160  
Oxford, MS 38655  
Phone: 662-236-7024

#### **IV. Statement of Qualifications**

Strata-G is a veteran-owned small business dedicated to the principles of integrity, service, and quality. Our Mission Statement and Core Values are an integral part of our everyday operations.

#### **Our Mission**

**To be a superior professional services team that:**

**Fosters a spirit of service, innovation, and professional fulfillment;**

**Optimizes the use of employee talents and diversity; and**

**Enables each team member to deliver exceptional quality with exceptional care.**

#### **Core Values**

##### *We Care*

**We treat our customers and employees as we wish to be treated.**

##### *Integrity*

**We are honest and ethical in every endeavor.**

##### *Safety*

**We hold paramount the safety and health of our associates, our customers, the public, and the environment.**

##### *Quality*

**We maintain a culture of continuous improvement.**

##### *Service*

**We continuously strive to please our customers and to exceed their expectations.**

##### *Innovation*

**We develop creative solutions to better serve our customers.**

##### *Attitude*

**We maintain a positive attitude and value humor.**

##### *Outreach*

**We share the results of our successes with the community.**



Our technical professionals apply their significant expertise to the management of strategic materials and information for commercial, municipal, and federal clients, including the Department of Energy.

### **Logistics & Supply Chain Management**

The Logistics and Supply Chain Management division is committed to increasing profitability, improving competitive advantage, increasing customer satisfaction, and developing supply chain expertise for our clients. Strata-G Logistics experts achieve these goals by careful analysis of our customers' existing logistics and supply chain processes with a constant eye toward integration of process and function.

### **Transportation Technical Services**

Our Transportation Services staff members are nationally recognized experts in transportation and packaging, and have developed a reputation for doing tough projects right the first time.

### **Training Services**

Our Training Services division helps increase worker productivity, ensure safety and compliance, and improve morale by offering our customers fully developed training programs that pass OSHA and EPA inspections, DOE readiness reviews, and ISO reviews and audits. Strata-G personnel have developed and delivered over 50 classroom training courses as well as over 100 on-the-job courses customized for client needs.

Strata-G has been granted a favorable FOCI determination, and there are no restrictions placed for reasons of FOCI. The company also has a Quality Assurance Program that is fully compliant with the ten quality assurance elements found in 10 CFR 830.120 "Quality Assurance Requirements" and Department of Energy (DOE) Order Q414.1C "Quality Assurance."

Strata-G personnel hold degrees from top universities and advanced industry certifications. 87% of Strata-G employees hold Bachelor-level degrees, and 53% hold advanced degrees. 10% of Strata-G personnel hold a Ph.D.

Strata-G was named the 2005 Veteran-Owned Small Business of the Year by Bechtel Jacobs Company and by UT-Battelle, the managing contractor at the Oak Ridge National Laboratory. Strata-G was named the B&W Y-12 Small Business for 2008.

## **V. GSA 874V Contract Details and Description of Services**

Under the General Services Administration Schedule Contract Number GS-10F-0077T, effective December 8, 2006, Strata-G is authorized to perform services in the following Special Item Number (SIN) categories:

### **SIN 874V-501 Supply and Value Chain Management Services**

Services available include, but are not limited to:

- Supply Chain services, solutions, and support
- Logistics strategic planning
- Inventory management and operation
- System modernization consulting
- Global supply chain planning and implementation
- Process re-engineering

### **SIN 874V-503 Distribution and Transportation Logistics Services**

Services available include, but are not limited to:

- Network design and location analysis
- Fleet planning
- Fleet maintenance consulting
- Distribution system analysis
- Tracking system analysis

### **SIN 874V-505 Logistics Training Services**

Services available include, but are not limited to:

- Customized logistics and supply chain course development



## VI. GSA 874V Labor Categories & Rate Schedule

### **Strata-G, LLC GSA 874V Rate Schedule Year Three**

The following rates apply to SIN's 874V-501, 874V-501RC, 874V-503, 874V-503RC, 874V-505, and 874V-505RC:

<b>Labor Category</b>	<b>GSA Rate*</b>
Principal/Officer	\$ 145.81
Subject Matter Expert	\$ 195.95
Sr Technical Analyst	\$ 87.67
Sr Logistics Analyst III	\$ 92.82
Sr Logistics Analyst II	\$ 87.67
Sr Logistics Analyst I	\$ 82.51
Logistics Analyst III	\$ 72.19
Logistics Analyst II	\$ 67.04
Logistics Analyst I	\$ 61.88
Sr. Logistics Technical Specialist III	\$ 87.67
Sr Logistics Technical Specialist II	\$ 82.51
Sr Logistics Technical Specialist I	\$ 77.36
Logistics Technical Specialist III	\$ 66.01
Logistics Technical Specialist II	\$ 61.11
Logistics Technical Specialist I	\$ 56.84
Sr. Training Specialist III	\$ 94.82
Sr. Training Specialist II	\$ 82.51
Sr. Training Specialist I	\$ 77.36
Training Specialist III	\$ 72.19
Training Specialist II	\$ 67.04
Training Specialist I	\$ 61.88
Sr. Transportation Specialist III	\$ 94.82
Sr. Transportation Specialist II	\$ 87.67
Sr. Transportation Specialist I	\$ 82.51
Transportation Specialist III	\$ 77.36
Transportation Specialist II	\$ 72.33
Transportation Specialist I	\$ 67.04
Sr Administrative Specialist III	\$ 72.19
Sr Administrative Specialist II	\$ 67.04
Sr Administrative Specialist I	\$ 60.69

\*All rates include the .75% Industrial Funding Fee. All recovery purchasing services must be performed and reported (for the purposes of payment of the Industrial Funding Fee) under the SINs using the "RC" designation.

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire LOGWORLD schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102, and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. The contractor is responsible for paying, at a minimum, the prevailing wage rate and fringe benefit rate requirements in the SCA Wage Determinations (WD) Revision number currently incorporated into this contract. Contractor certified via letter dated September 1, 2009, that all awarded labor categories are exempt from SCA, if a future revisions of the WD should result in a higher prevailing wage rate and fringe benefit rate than the contractor is currently paying for a service employee, and the Department of Labor should later determine that his/her position is SCA eligible, the contractor will be responsible for paying the higher of the two wages without adding further burden to the government contract pricing. If and/or when the contract adds SCA labor categories/employees to the contract through the modification process, the contractor must inform the CO and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

## VII. Labor Category Descriptions

Labor Category	Minimum Experience / Education	Professional Responsibilities
Principal / Officer	<p>Fifteen or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Day-to-day operations of business, including managing personnel, executing contracts, and interfacing with clients. Maintains relationships and acts as a liaison with clients, including GSA and other government agencies. Develops and implements systems and performance strategies. Develops and maintains management controls to ensure projects are completed on time and within budget, and are compliant with customer specifications. Develops personnel skill requirements, hires, and monitors performance to achieve project or task order objectives.</p>
Senior Consultant / Subject Matter Expert	<p>Fifteen or more years of related experience, or equivalent demonstrated capability.</p> <p>An advanced degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Provides highly specialized guidance and in depth experience and knowledge of transportation, logistics, distribution, supply chain management, and methodologies required for analyzing complex projects. Work activity includes functional and technical support to top-level management to integrate the best industry practices and reduce risk in implementing new technologies, methods, and processes. This includes expertise in logistics systems, tools, assessments of existing supply chains, implementation and change strategies, life-cycle impact analyses, facility and location consolidations, and transportation modeling.</p>
Sr. Logistics Analyst III	<p>Ten or more years of related experience, or equivalent demonstrated capability.</p> <p>Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Acts as a senior analyst for logistics and supply chain projects from conceptual design through the life cycle of the project. Provides expertise in the areas of logistics, distribution, transportation, inventory, and supply management. Provides consulting services and analysis of logistics networks and works with client to advise on process flow improvement and make recommendations on efficient resource utilization. Designs and conducts research, gathers and analyzes relevant information, and produces concise, accurate and timely written reports and presentations based on the analysis. Supervises junior staff.</p>
Sr. Logistics Analyst II	<p>Seven or more years of related experience, or equivalent demonstrated capability.</p> <p>Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Acts as a senior analyst for logistics and supply chain projects from conceptual design through the life cycle of the project. Provides expertise in the areas of logistics, distribution, transportation, inventory, and supply management. Provides consulting services and analysis of logistics networks and works with client to advise on process flow improvement and make recommendations on efficient resource utilization. Designs and conducts research, gathers and analyzes relevant information, and produces concise, accurate and timely written reports and presentations based on the analysis.</p>
Sr. Logistics Analyst I	<p>Five or more years of related experience, or equivalent demonstrated capability.</p> <p>Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Acts as a senior analyst for logistics and supply chain projects from conceptual design through the life cycle of the project. Provides expertise in the areas of logistics, distribution, transportation, inventory, and supply management. Provides consulting services and analysis of logistics networks and works with client to advise on process flow improvement and make recommendations on efficient resource utilization. Designs and conducts research, gathers and analyzes relevant information, and produces concise, accurate and timely written reports and presentations based on the analysis.</p>

Logistics Analyst III	<p>Four or more years of related experience, or equivalent demonstrated capability.</p> <p>Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Conducts research, gathers and analyzes relevant information, produces concise, accurate and timely written reports based on the analysis. Serves on the project team and contributes to or is responsible for deliverables. Reports to and assists task leader or Sr. Logistics Analyst in designing and conducting research and analysis.</p>
Logistics Analyst II	<p>Two or more years of related experience, or equivalent demonstrated capability.</p> <p>Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Conducts research, gathers and analyzes relevant information, produces concise, accurate and timely written reports based on the analysis. Serves on the project team and contributes to or is responsible for deliverables. Reports to and assists task leader or Sr. Logistics Analyst in designing and conducting research and analysis.</p>
Logistics Analyst I	<p>One or more years of related experience, or equivalent demonstrated capability.</p> <p>Bachelor's degree or equivalent in Logistics or a related field, or appropriate certification.</p>	<p>Conducts research, gathers and analyzes relevant information, produces concise, accurate and timely written reports based on the analysis. Serves on the project team and contributes to or is responsible for deliverables. Reports to and assists task leader or Sr. Logistics Analyst in designing and conducting research and analysis.</p>
Sr. Technical Analyst	<p>Ten or more years of related experience, or equivalent demonstrated capability.</p> <p>B.S. degree or equivalent post-secondary education or training, or appropriate certification.</p>	<p>Acts as a senior analyst and consultant for fleet maintenance. Provides expertise in the areas cost of services analysis, <u>preventive maintenance program design and review</u>, fleet size and composition review, vehicle and equipment utilization study, fleet safety review, lease versus buy analysis, <u>maintenance outsourcing and in-sourcing feasibility assessment</u>, <u>replacement plan development and acquisition funding alternatives</u>, <u>parts management review</u>, product and services procurement study, fuel management practice assessment, and regulation and legislation compliance analysis.</p>
Sr. Transportation Specialist III	<p>Ten or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Engineering or a related field, or appropriate certification.</p>	<p>Work activity includes preparation of waste material and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements; daily and long range transportation issue resolution; interfacing with operations personnel to coordinate shipments; analyzing transportation systems and alternatives; and planning and project management support. Interface with generator personnel and transporters to schedule and coordinate inbound and outbound shipments. Requires working knowledge of State, Federal and other regulations and the waste acceptance criteria for treatment, storage and disposal facilities receiving the waste. Activities are conducted in support of characterizing, packaging, and transportation of radioactive and/or hazardous waste streams. Possesses demonstrated ability to supervise others.</p>

<p style="text-align: center;">Sr. Transportation Specialist II</p>	<p>Seven or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Engineering or a related field, or appropriate certification.</p>	<p>Work activity includes preparation of waste material and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements; daily and long range transportation issue resolution; interfacing with operations personnel to coordinate shipments; analyzing transportation systems and alternatives; and planning and project management support. Interface with generator personnel and transporters to schedule and coordinate inbound and outbound shipments. Requires working knowledge of State, Federal and other regulations and the waste acceptance criteria for treatment, storage and disposal facilities receiving the waste. Activities are conducted in support of characterizing, packaging, and transportation of radioactive and/or hazardous waste streams. Possesses demonstrated ability to supervise others.</p>
<p style="text-align: center;">Sr. Transportation Specialist I</p>	<p>Five or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Engineering or a related field, or appropriate certification.</p>	<p>Work activity includes preparation of waste material and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements; daily and long range transportation issue resolution; interfacing with operations personnel to coordinate shipments; analyzing transportation systems and alternatives; and planning and project management support. Interface with generator personnel and transporters to schedule and coordinate inbound and outbound shipments. Requires working knowledge of State, Federal and other regulations and the waste acceptance criteria for treatment, storage and disposal facilities receiving the waste. Activities are conducted in support of characterizing, packaging, and transportation of radioactive and/or hazardous waste streams. Possesses demonstrated ability to supervise others.</p>
<p style="text-align: center;">Transportation Specialist III</p>	<p>Four or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Engineering or a related field, or appropriate certification.</p>	<p>Work activity includes preparation of waste material and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements; daily and long range transportation issue resolution; interfacing with operations personnel to coordinate shipments; analyzing transportation systems and alternatives; and planning and project management support. Interface with generator personnel and transporters to schedule and coordinate inbound and outbound shipments. Requires working knowledge of State, Federal and other regulations and the waste acceptance criteria for treatment, storage and disposal facilities receiving the waste. Activities are conducted in support of characterizing, packaging, and transportation of radioactive and/or hazardous waste streams. All tasks performed with limited supervision.</p>
<p style="text-align: center;">Transportation Specialist II</p>	<p>Two or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Engineering or a related field, or appropriate certification</p>	<p>Work activity includes preparation of waste material and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements; daily and long range transportation issue resolution; interfacing with operations personnel to coordinate shipments; analyzing transportation systems and alternatives; and planning and project management support. Interface with generator personnel and transporters to schedule and coordinate inbound and outbound shipments. Requires working knowledge of State, Federal and other regulations and the waste acceptance criteria for treatment, storage and disposal facilities receiving the waste. Activities are conducted in support of characterizing, packaging, and transportation of radioactive and/or hazardous waste streams. All tasks performed with limited supervision.</p>

<p>Transportation Specialist I</p>	<p>Zero or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Engineering or a related field, or appropriate certification.</p>	<p>Work activity includes preparation of waste material and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements; daily and long range transportation issue resolution; interfacing with operations personnel to coordinate shipments; analyzing transportation systems and alternatives; and planning and project management support. Interface with generator personnel and transporters to schedule and coordinate inbound and outbound shipments. Requires working knowledge of State, Federal and other regulations and the waste acceptance criteria for treatment, storage and disposal facilities receiving the waste. Activities are conducted in support of characterizing, packaging, and transportation of radioactive and/or hazardous waste streams. All tasks performed with limited supervision.</p>
<p>Sr. Logistics Technical Specialist III</p>	<p>Ten or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Science or Engineering or other related field, or appropriate certification.</p>	<p>Leads systems and software engineering design tasks. Performs preliminary requirements analysis and design to support the customer. Determines software test requirements and develops software requirements traceability matrices. Implements integration projects providing experience in systems architecture, client/server technology, and distributed and open systems architecture. Installs, generates, maintains, tests and debugs systems software and program applications; develops instructions for use of operating system software and applications. Uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices to meet client needs. May supervise one or more personnel.</p>
<p>Sr. Logistics Technical Specialist II</p>	<p>Seven or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Science or Engineering or other related field, or appropriate certification.</p>	<p>Leads systems and software engineering design tasks. Performs preliminary requirements analysis and design to support the customer. Determines software test requirements and develops software requirements traceability matrices. Implements integration projects providing experience in systems architecture, client/server technology, and distributed and open systems architecture. Installs, generates, maintains, tests and debugs systems software and program applications; develops instructions for use of operating system software and applications. Uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices to meet client needs.</p>
<p>Sr. Logistics Technical Specialist I</p>	<p>Five or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Science or Engineering or other related field, or appropriate certification.</p>	<p>Leads systems and software engineering design tasks. Performs preliminary requirements analysis and design to support the customer. Determines software test requirements and develops software requirements traceability matrices. Implements integration projects providing experience in systems architecture, client/server technology, and distributed and open systems architecture. Installs, generates, maintains, tests and debugs systems software and program applications; develops instructions for use of operating system software and applications. Uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices to meet client needs.</p>

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<p>Logistics Technical Specialist I</p>	<p>Zero or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Science or Engineering or other related field, or appropriate certification.</p>	<p>Leads systems and software engineering design tasks. Performs preliminary requirements analysis and design to support the customer. Determines software test requirements and develops software requirements traceability matrices. Implements integration projects providing experience in systems architecture, client/server technology, and distributed and open systems architecture. Installs, generates, maintains, tests and debugs systems software and program applications; develops instructions for use of operating system software and applications. Uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices to meet client needs.</p>
<p>Sr. Training Specialist III</p>	<p>Ten or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Education, the Sciences, or a related field, or appropriate certification.</p>	<p>Work activity includes performing training and providing guidance for the following training related activities with demonstrated ability to supervise others: develops training policies, program plans, and procedures; conducts needs, job, and task analyses; creates training baselines and/or training matrices; designs and develops training courses (i.e. lesson plans, instructor and student materials, exams, etc.); conducts training (i.e., classroom, on-the-job, self-study, required-reading, CBT/online, etc.); tracks training status and maintains training records; conducts training program and course assessments to continually improve the process and associated products; and manages project, site-wide, and corporate training programs.</p>
<p>Sr. Training Specialist II</p>	<p>Seven or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Education, the Sciences, or a related field, or appropriate certification.</p>	<p>Work activity includes performing training and providing guidance for the following training related activities with demonstrated ability to supervise others: develops training policies, program plans, and procedures; conducts needs, job, and task analyses; creates training baselines and/or training matrices; designs and develops training courses (i.e. lesson plans, instructor and student materials, exams, etc.); conducts training (i.e., classroom, on-the-job, self-study, required-reading, CBT/online, etc.); tracks training status and maintains training records; conducts training program and course assessments to continually improve the process and associated products; and manages project, site-wide, and corporate training programs.</p>



<p>Sr. Training Specialist I</p>	<p>Five or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Education, the Sciences, or a related field, or appropriate certification.</p>	<p>Work activity includes performing training and providing guidance for the following training related activities with demonstrated ability to supervise others: develops training policies, program plans, and procedures; conducts needs, job, and task analyses; creates training baselines and/or training matrices; designs and develops training courses (i.e. lesson plans, instructor and student materials, exams, etc.); conducts training (i.e., classroom, on-the-job, self-study, required-reading, CBT/online, etc.); tracks training status and maintains training records; conducts training program and course assessments to continually improve the process and associated products; and manages project, site-wide, and corporate training programs.</p>
<p>Training Specialist III</p>	<p>Four or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Education, the Sciences, or a related field, or appropriate certification.</p>	<p>Work activity includes performing training and providing guidance for the following training related activities with limited supervision: develops training policies, program plans, and procedures; conducts needs, job, and task analyses; creates training baselines and/or training matrices; designs and develops training courses (i.e. lesson plans, instructor and student materials, exams, etc.); conducts training (i.e., classroom, on-the-job, self-study, required-reading, CBT/online, etc.); tracks training status and maintains training records; conducts training program and course assessments to continually improve the process and associated products; and manages project, site-wide, and corporate training programs.</p>
<p>Training Specialist II</p>	<p>Two or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Education, the Sciences, or a related field, or appropriate certification.</p>	<p>Work activity includes performing training and providing guidance for the following training related activities with limited supervision: develops training policies, program plans, and procedures; conducts needs, job, and task analyses; creates training baselines and/or training matrices; designs and develops training courses (i.e. lesson plans, instructor and student materials, exams, etc.); conducts training (i.e., classroom, on-the-job, self-study, required-reading, CBT/online, etc.); tracks training status and maintains training records; conducts training program and course assessments to continually improve the process and associated products; and manages project, site-wide, and corporate training programs.</p>
<p>Training Specialist I</p>	<p>Zero or more years of related experience, or equivalent demonstrated capability.</p> <p>A Bachelor's degree or equivalent in Education, the Sciences, or a related field, or appropriate certification.</p>	<p>Work activity includes performing training and providing guidance for the following training related activities with limited supervision: develops training policies, program plans, and procedures; conducts needs, job, and task analyses; creates training baselines and/or training matrices; designs and develops training courses (i.e. lesson plans, instructor and student materials, exams, etc.); conducts training (i.e., classroom, on-the-job, self-study, required-reading, CBT/online, etc.); tracks training status and maintains training records; conducts training program and course assessments to continually improve the process and associated products; and manages project, site-wide, and corporate training programs.</p>
<p>Senior Administrative Specialist III</p>	<p>Ten or more years of related experience, or equivalent demonstrated capability.</p> <p>B.S. degree or equivalent post-secondary education or training.</p>	<p>Provide support to technical staff with demonstrated ability to supervise others. Assimilate and disseminate information to other staff. Generate electronic and hardcopy documents, maintain filing system, coordinate meetings, briefings, and team activities. Perform and direct others in the performance of a variety of both complex and routine administrative duties. Maintain subject and project files of correspondence, program documents, and reports. Maintain calendars and schedules appointments for staff members. Schedule and support regular and ad hoc meetings. Word processing, document compilation, usage of spreadsheet, and graphics presentation.</p>

<p style="text-align: center;">Senior Administrative Specialist II</p>	<p>Seven or more years of related experience, or equivalent demonstrated capability.</p> <p>B.S. degree or equivalent post-secondary education or training.</p>	<p>Provide support to technical staff with demonstrated ability to supervise others. Assimilate and disseminate information to other staff. Generate electronic and hardcopy documents, maintain filing system, coordinate meetings, briefings, and team activities. Perform and direct others in the performance of a variety of both complex and routine administrative duties. Maintain subject and project files of correspondence, program documents, and reports. Maintain calendars and schedules appointments for staff members. Schedule and support regular and ad hoc meetings. Word processing, document compilation, usage of spreadsheet, and graphics presentation.</p>
<p style="text-align: center;">Senior Administrative Specialist I</p>	<p>Five or more years of related experience, or equivalent demonstrated capability.</p> <p>B.S. degree or equivalent post-secondary education or training.</p>	<p>Provide support to technical staff with demonstrated ability to supervise others. Assimilate and disseminate information to other staff. Generate electronic and hardcopy documents, maintain filing system, coordinate meetings, briefings, and team activities. Perform and direct others in the performance of a variety of both complex and routine administrative duties. Maintain subject and project files of correspondence, program documents, and reports. Maintain calendars and schedules appointments for staff members. Schedule and support regular and ad hoc meetings. Word processing, document compilation, usage of spreadsheet, and graphics presentation.</p>