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ATTACHMENT L.05

GOVERNMENT STANDARD LABOR CATEGORIES AND QUALIFICATIONS

Labor Category	Minimum Education	Specific Skills
Program Manager	Engineering or science degree (BS)	*Experience level:* 15 years experience in engineering or technical field and a minimum of 10 years experience as a program manager. *Description*: Serves as the Contractor's primary contract manager and shall be the contractors authorized interface with the Government contracting officer, the Contracting Officer's Representative (COR), government management personnel and customer agency representative. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes and goals of the organization to subordinates. Responsible for overall contract performance.
Manager	Engineering or science degree (BS)	*Experience level*: At least 5 years of direct supervision of technical personnel involved in life-cycle management support of complex systems. *Description*: Responsibilities include formulating and enforcing work standards, reviewing work discrepancies, supervising contractor schedules, supervising contractor personnel and communicating policies, purposes and goals of the organization to subordinates. Responsible for specific areas of work. Experience in leading teams composed of engineers, scientists, and management professionals who have been involved in analyzing, designing, developing, integrating, training, testing, documenting, implementing, and maintaining complex systems.
Engineer I	Engineer or science degree (BS)	*Experience level*: 0-4 years. *Description*: This position is considered a junior level engineering position. Responsibilities may include designing and developing plans, processes, procedures, functional and data requirements analysis, system analysis, and documentation preparation for complex systems. Requires a bachelor's degree in engineering or in a related area. Engineering disciplines that may map into this Standard Labor Category (SLC) include mechanical, electrical, aerospace, propulsion, industrial, chemical, materials, computer, environmental, structures, thermal, safety, software, systems, and quality.
Engineer II	Engineer or science degree (BS)	*Experience level*: 4-10 years *Description*: This is considered a journeyman level engineering position. Responsibilities may include designing and developing plans, processes, procedures, functional and data requirements analysis, system analysis, and documentation preparation for complex systems. May be required to provide guidance to less experienced engineers. Engineering disciplines that may map into this SLC include mechanical, electrical, aerospace, propulsion, industrial, chemical, materials, computer, environmental, structures, thermal, safety, software, systems, and quality.
Engineer III	Engineer or science degree (BS), and Master of Science (MS) **	*Experience level*: 10 - 15 years of related experience and/or advanced degree *Description*: This is considered an advanced level engineering position. Responsibilities may include conceptual thinking, designing and developing plans, processes, procedures, functional and data requirements analysis, complex system analysis, and documentation preparation for complex systems. May be required to supervise less experienced engineers. Requires expertise in the field of work specified. Engineering disciplines that may map into this SLC include mechanical, electrical, aerospace, propulsion, industrial, chemical, materials, computer, environmental, structures, thermal, safety, software, systems, and quality.

Labor Category	Minimum Education	Specific Skills
Engineer IV	Engineer or science degree (BS), and Master of Science (MS) , and PhD **	*Experience level*: 15 – 20 years of related experience and/or advanced degree *Description*: This is considered a senior level engineering position. Responsibilities may include conceptual thinking, designing and developing plans, processes, procedures, functional and data requirements analysis, complex system analysis, and documentation preparation for complex systems. Required to supervise less experienced engineers. Previous leadership experience with significant engineering projects or recognized expertise in the field of work specified.
Engineer V	Engineer or science degree (BS), and Master of Science (MS) , and PhD **	*Experience level*: >20 years of related experience and/or advanced degree. *Description*: This is considered a senior expert level engineering position. Responsibilities may include conceptual thinking, designing and developing plans, processes, procedures, functional and data requirements analysis, complex system analysis, and documentation preparation for complex systems. Required to supervise less experienced engineers. Previous leadership experience with major engineering projects and recognized expertise in the field of work specified. Engineering disciplines that may map into this labor category include mechanical, electrical, aerospace, propulsion, industrial, chemical, materials, computer, environmental, structures, thermal, safety, software, systems, and quality.
Cost Estimator/Analyst I	BS/BA with at least 24 semester hours in a combination of operations research, math, quantitative analysis, statistics, or courses requiring substantial competence in college-level math.	*Experience level*: 3 – 6 years of cost estimating/analysis experience *Description*: Applies diversified knowledge of systems cost estimating principles and practices in areas of assignments. Work requires the modification and extension of existing methodologies and may require the use of advanced techniques. Plans and conducts work requiring judgment in the evaluation, selection, and adaptation and or modification of methodologies and tools. Keeps abreast of new cost estimating methodologies, data bases and tools. Work requires the technical capability to assess the cost and schedule implications of existing and projected technological advances, as well as being able to evaluate the impact of new and innovative acquisition strategies.
Cost Estimator/Analyst II	BS/BA with at least 24 semester hours in a combination of operations research, math, quantitative analysis, statistics, or courses requiring substantial competence in college-level math.	*Experience level*: 6 -10 years of cost estimating/analysis experience *Description*: Plans, organizes, directs and conducts cost-estimating tasks in problem areas of moderate scope and complexity. The problems are difficult to define and may require novel approaches and the use of sophisticate techniques. Provides expertise and completes the conduct of the full range of investment analysis activities including market survey, cost analysis, benefits analysis, risk analysis, economic analysis, schedule development, and tradeoff studies. Keeps abreast of new cost estimating methodologies, data bases and tools. Evaluates, selects, and uses the tools of modern operations research. Makes technical cost estimating decisions, which are considered authoritative and which demonstrate mature cost estimating judgment in anticipating and solving complex cost analysis problems. Work requires the technical capability to assess the cost and schedule implications of existing and projected technological advances, as well as being able to evaluate the impact of new and innovative acquisition strategies.

Labor Category	Minimum Education	Specific Skills
Cost Estimator/Analyst III	BS/BA with at least 24 semester hours in a combination of operations research, math, quantitative analysis, statistics, or courses requiring substantial competence in college-level math. **	*Experience level*: >10 years of cost estimating/analysis experience *Description*: Plans, organizes, directs, and conducts cost-estimating tasks in problem areas of extensive scope and complexity. The problems are difficult to define, and may require novel approaches and the use of sophisticated techniques. Provides expertise and supports the conduct of the full range of investment analysis activities including market survey, cost analysis, benefits analysis, risk analysis, economic analysis, schedule development, and tradeoff studies. Keeps abreast of new cost estimating methodologies, data bases, and tools. Evaluates, selects, and uses the tools of modern operations research. Makes technical cost estimating decisions, which are considered authoritative and which demonstrate mature analytical judgment in anticipating and solving complex cost-related problems. Work requires the technical capability to assess the cost and schedule implications of existing and projected technological advances, as well as the capability to evaluate the impact of new and innovative acquisition strategies.
Schedule Analyst II	Bachelor of Science (BS) *[Preferably in math, engineering, business, or the sciences]*	*Experience level*: 5 - 10 years of related experience *Description*: Prepare, develop and coordinate the Integrated Master Schedule (IMS) to meet objectives and milestones, engage functional experts to status the program master schedule and update new scope to meet program requirements. Extensive working knowledge of program planning and scheduling (critical path, float calculation, and integrated master schedule analysis is required. Provide support to the program teams; including tracking schedules, performing risk analysis/assessments, identifying and resolving critical path issues. Assist the program team with weekly and monthly metrics; gather data from multiple sources - in order to maintain databases and produce metrics reports; analysis of actual versus baseline and estimated duration, evaluation of schedule progress against the plan, and critical path analysis. Prepare data for monthly program review presentations using standard templates, and perform various other support tasks as required and identified. Responsibilities may include schedule development, "what-if" scenarios, and analysis; schedule estimating and analysis, performance measurement (earned value), project forecasting and risk assessment.
Schedule Analyst III	Bachelor of Science (BS) *[Preferably in math, engineering, business, or the sciences]*	*Experience level*: > 10 years of related experience *Description*: Prepare, develop and coordinate the Integrated Master Schedule (IMS) to meet objectives and milestones, engage functional experts to status the program master schedule and update new scope to meet program requirements. Extensive working knowledge of program planning and scheduling (critical path, float calculation, and integrated master schedule analysis is required. Provide support to the program teams; including tracking schedules, performing risk analysis/assessments, identifying and resolving critical path issues. Assist the program team with weekly and monthly metrics; gather data from multiple sources - in order to maintain databases and produce metrics reports; analysis of actual versus baseline and estimated duration, evaluation of schedule progress against the plan, and critical path analysis. Prepare data for monthly program review presentations using standard templates, and perform various other support tasks as required and identified. Responsibilities may include schedule development, "what-if" scenarios, and analysis; schedule estimating and analysis, performance measurement (earned value), project forecasting and risk assessment.

Labor Category	Minimum Education	Specific Skills
Scheduler II	High School	*Experience level*: 4-8 years *Description*: Maintain and update Integrated Master Schedules (IMS) for multi-discipline program teams to manage program objectives and handle scheduling issues. Facilitate project scheduling/planning meetings required by project teams. Understand critical path methodology and be able to establish a program network schedule capable of producing a valid critical path. Monitor schedule program baseline and report variances to schedule analysts. Establish/maintain business rhythms in order to update IMS. Maintain and update schedule risk assessments IMS using a quantified schedule risk assessment technique to determine program-level schedule risk.
Scheduler III	Bachelor of Arts or Science (BA/BS)*	*Experience level*: >8 years *Description*: Maintain and update Integrated Master Schedules (IMS) for multi-discipline program teams to manage program objectives and handle scheduling issues. Facilitate project scheduling/planning meetings required by project teams. Understand critical path methodology and be able to establish a program network schedule capable of producing a valid critical path. Monitor schedule program baseline and report variances to schedule analysts. Establish/maintain business rhythms in order to update IMS. Maintain and update schedule risk assessments on IMS using a quantified schedule risk assessment technique to determine program-level schedule risk.
Business Specialist I	Bachelor of Science (BS)* *[Preferably in business management, engineering, science or math]*	*Experience level*: 2 – 4 years of related experience *Description*: Responsibilities include performing analytical business functions such as financial and business analysis and project management. Previous experience in areas such as management analysis, financial analysis, budget preparation and analysis, business process reengineering, organizational performance assessments, cost/schedule analysis, project performance and scheduling.
Business Specialist II	Bachelor of Science (BS), Master of Science (MBA)**[Preferably in business management, engineering, science or math]*	*Experience level*: 4 - 6 years of related experience *Description*: Responsibilities include performing analytical business functions such as financial and business analysis and project management. Performs complex tasks, requiring expertise and judgment to accomplish goals. At least 5 years of specialized experience in areas such as management analysis, financial analysis, budget preparation and analysis, business process reengineering, organizational performance assessments, strategic planning, project planning, performance and scheduling and quality control. May lead or direct the efforts of others
Business Specialist III	Bachelor of Science (BS), Master of Science (MBA)** *[Preferably in business management, engineering, science or math]*	*Experience level*: 6 - 8 years of related experience *Description*: Responsibilities include performing analytical business functions such as financial and business analysis and project management. Performs complex tasks, requiring expertise and judgment to accomplish goals. At least 5 years of specialized experience in areas such as management analysis, financial analysis, budget preparation and analysis, cost/schedule analysis, business process reengineering, organizational performance assessments, strategic planning, project planning, performance and scheduling and quality control. May lead or direct the efforts of others.
Business Specialist IV	Bachelor of Science (BS), Master of Science (MBA)** *[Preferably in business management, engineering, science or math]*	*Experience level*: >8 years of related experience *Description*: Responsibilities include performing analytical business functions such as financial and business analysis and project management. Performs complex tasks, requiring expertise and judgment to accomplish goals. At least 5 years of specialized experience in areas such as management analysis, financial analysis, budget preparation and analysis, cost/schedule analysis, business process reengineering, organizational performance assessments, strategic planning, project planning, performance and scheduling and quality control. May lead or direct the efforts of others.

Labor Category	Minimum Education	Specific Skills
Programmer I	Bachelor of Arts or Science (BA/BS) [If individual has at least two years of experience, a Bachelor's degree is not required.]	*Experience level*: At least 6 months of full-time programming experience. *Description*: Develops, manages, maintains, and evaluates software and software development tools; evaluates their ability to support specific requirements and interface with other equipment and systems; determines potential and actual bottlenecks; proposes recommendations for their elimination and make recommendations for systems improvements that will result in optimal hardware and software usage. Provides support as a SharePoint, Database or other similar software programmer and administrator. Analyzes needs and develops solutions to satisfy the customer and design objectives. Designs, develops, implements, customizes, and troubleshoots solutions and issues. Must be capable of performing production support duties, systems integration testing, and software quality assurance. Must be able to prepare test scripts and all required test documentation. Duties also require verification of all programs written, and proper and complete documentation of work including assistance in preparation of user's manuals.
Programmer II	Bachelor of Arts or Science (BA/BS)	*Experience level*: > 2 years of full-time programming experience. *Description*: Develops, maintains, and evaluates software and software development tools; evaluates their ability to support specific requirements and interface with other equipment and systems; determines potential and actual bottlenecks; proposes recommendations for their elimination and make recommendations for systems improvements that will result in optimal hardware and software usage. Provides support as a SharePoint, Database or other similar software programmer and administrator. Analyzes needs and develops solutions to satisfy the customer and design objectives. Designs, develops, implements, customizes, and troubleshoots solutions and issues. Must be capable of performing production support duties, systems integration testing, and software quality assurance. Must be able to prepare test scripts and all required test documentation. Duties also require verification of all programs written, and proper and complete documentation of work including assistance in preparation of user's manuals.
IT Support Specialist II	Bachelor of Arts or Science (BA/BS) [If individual has at least four years of experience, a Bachelor's degree is not required.]	*Experience level*: 2 – 4 years of relevant experience. *Description*: Responsibilities include installing and performing minor repairs to hardware, software, and peripheral equipment, following design or installation specifications. Oversee the daily performance of computer systems. Set up equipment for employee use, performing or ensuring proper installation of cable, operating systems, and appropriate software. Maintain record of daily data communication transactions, problems and remedial action taken, and installation activities. Read technical manuals, confer with users, and conduct computer diagnostics to investigate and resolve problems and to provide technical assistance and support. Confer with staff, users, and management to establish requirements for hardware and software.
IT Support Specialist III	Bachelor of Arts or Science (BA/BS) [If individual has at least six years of experience, a Bachelor's degree is not required.]	*Experience level*: > 4 years of relevant experience. *Description*: Responsibilities include installing and performing minor repairs to hardware, software, and peripheral equipment, following design or installation specifications. Oversee the daily performance of computer systems. Set up equipment for employee use, performing or ensuring proper installation of cable, operating systems, and appropriate software. Maintain record of daily data communication transactions, problems and remedial action taken, and installation activities. Read technical manuals, confer with users, and conduct computer diagnostics to investigate and resolve problems and to provide technical assistance and support. Confer with staff, users, and management to establish requirements for hardware and software.

Labor Category	Minimum Education	Specific Skills
Management Analyst I	High School	*Experience level*: At least 2 years of related experience. Specialized experience in one or more of the related areas of expertise. *Description*: Duties may include configuration management, data analysis and tracking, cost and schedule analysis, technical and graphical document preparation, database entry.
Management Analyst II	Bachelor of Arts or Science (BA/BS)*	*Experience level*: At least 4 years of related experience. Specialized experience in one or more of the related areas of expertise. *Description*: Duties may include configuration management, data analysis and tracking, assisting with budget and cost analysis, schedule development and analysis, document preparation, database management. May be required to review and edit highly complex written and graphical technical materials, including system configuration, studies, reports, and other presentation graphics.
Management Analyst III	Bachelor of Arts or Science (BA/BS)*	*Experience level*: > 6 years of related experience. Specialized experience in one or more of the related areas of expertise. *Description*: Duties may include configuration management, data analysis and tracking, assisting with budget and cost analysis, schedule development and analysis, document preparation, database management. May be required to review and edit highly complex written and graphical technical materials, including system configuration, studies, reports, and other presentation graphics.
Subject Matter Expert	Engineer, science or technical degree (BS), and Master of Science (MS), and PhD ** [Preferably in engineering, science, or math with 24 semester hours in quantitative analysis courses.]	*Experience level*: >15 years of general experience with at least eight years in the area of expertise *Description*: Functional expert in single or multiple technical disciplines providing expert knowledge and insight into specific areas of science, engineering and technology. Guides the development and application of this knowledge to the project. Independently performs a variety of system design and integration tasks where subject matter expertise is required. Supervises and/or guides a broad team of technical staff/engineers. Plans and performs required research, design evaluation, technical development, system integration planning and other tasks in specific technical areas. Responsible for highly complex technical/engineering tasks. Coordinates and guides the activities of technical staff assigned to specific tasks.
Analyst I	High School	*Experience level*: 2-4 years of related experience. *Description*: This position is considered a junior level position. Responsibilities may include assisting designing and developing plans, processes, procedures, functional and data requirements analysis, system analysis, and documentation preparation for complex systems. Support the technical activities related to the development and integration of testing of a project assigned to higher level engineers or project manager. Duties may include configuration management, data analysis and tracking, schedule development and analysis, document preparation, database management and risk management.
Analyst II	High School	*Experience level*: 4-6 years of related experience. *Description*: This position is considered a junior level position. Responsibilities may include assisting designing and developing plans, processes, procedures, functional and data requirements analysis, system analysis, and documentation preparation for complex systems. Support the technical activities related to the development and integration of testing of a project assigned to higher level engineers or project manager. Duties may include configuration management, data analysis and tracking, schedule development and analysis, document preparation, database management and risk management.

Labor Category	Minimum Education	Specific Skills
Analyst III	High School	*Experience level*: > 6 years of related experience. *Description*: This position is considered a journeyman level position. Responsibilities may include designing and developing plans, processes, procedures, functional and data requirements analysis, system analysis, and documentation preparation for complex systems. Support the technical activities related to the development and integration of testing of a project assigned to higher level engineers or project manager. Duties may include configuration management, data analysis and tracking, schedule development and analysis, document preparation, database management and risk management.
Intern I	High School	*Experience level*: 0-2 years of work experience *Description*: This position is considered an entry level position in particular for students. Responsibilities may include assisting with configuration management, data analysis and tracking, budget and cost analysis, schedule development and analysis, document preparation, database management and risk management.
Intern II	High School	*Experience level*: 2-4 years. *Description*: This position is considered a junior level position in particular for students returning after having worked on similar efforts. Responsibilities may include assisting with configuration management, data analysis and tracking, budget and cost analysis, schedule development and analysis, document preparation, database management and risk management.

Substitution/Equivalency (Where specified)

* An additional five years of related experience for the skills specified can be substituted for a BS degree.

**An additional two years of related experience for the skills specified can be substituted for a MS or MBA degree. An additional four years of related experience for the skills specified can be substituted for a PhD.