

Loyola Enterprises Inc.

Commercial Price List 2023

Labor Category/Service Title	Labor Category/Service Description (250 words)	Commercial Price List (CPL)
Administrative Assistant I	<p>Experience: Must have 1 year of relevant experience including familiarity with word processing, spreadsheet, and presentation software.</p> <p>Education: High School Diploma or equivalent.</p> <p>Functional Responsibility: Performs administrative and project support as directed.</p>	\$38.01
Administrative Assistant II	<p>Experience: Must have 3 years of relevant experience including familiarity with word processing, spreadsheet, and presentation software.</p> <p>Education: High School Diploma or equivalent.</p> <p>Functional Responsibility: Performs administrative and project support in areas of program management, project control, report generation, scheduling and financial management. Exercises judgment in accomplishing tasking, and works somewhat independently.</p>	\$43.20
Administrative Assistant III	<p>Experience: Must have 6 years of relevant experience including familiarity with word processing, spreadsheet, and presentation software.</p> <p>Education: High School Diploma or equivalent.</p> <p>Functional Responsibility: Performs administrative project support in areas of program management, project control, report generation, scheduling and financial management. Exercises judgment in accomplishing tasking, and works independently.</p>	\$53.17
Application Programmer/Analyst I	<p>Experience: 2 years applicable experience as an applications programmer on large-scale information technology systems. Experience in organizational software development, and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction. Experience with C++, Visual Basic, PERL, CGI, JAVA, SQL desired.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flowcharts. Translates detailed design into computer software. Tests, debugs, and defines requirements for the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Where required, supervises the efforts of other application programmers and technical staff.</p>	\$56.61

<p>Application Programmer/Analyst II</p>	<p>Experience: 5 years experience as an applications programmer on large-scale information technology systems. Management experience in software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer-Aided Software Engineering (CASE) tools. Experience in organizational software development, and ability to develop complex software to satisfy design objectives. Experience with C++, Visual Basic, PERL, CGI, JAVA, SQL required.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Write, debug, compile, test, and integrate computer programs. Evaluate computer program requirements and develop options. Install, configure, test, maintain, and debug computer hardware, software, systems, peripherals, and associated capabilities. Assure design compliance with DII-COE where appropriate.</p>	<p>\$81.14</p>
<p>Application Programmer/Analyst III</p>	<p>Experience: 10 years experience in defining economical standard computer operating systems and environments and applications; acquiring, tailoring, and testing computer operating systems, environments, and applications; packaging and distributing operating systems; and supporting operating systems and applications. At least five years experience in managing the development of large automated systems integration projects that incorporate digital imaging or digital communications technology. Experience will include knowledge of commercial-off-the-shelf products and methods, which provide interoperable, portable, and scalable information technology options. May include a working knowledge and/or familiarity with Defense Information Infrastructure Common Operating Environment (DII-COE), DOD acquisition practices and policies and the higher order programming language specified in the task order to develop the required software.</p> <p>Education: Master's degree in computer science, computer programming, software engineering, mathematics, computer engineering or related scientific/technical discipline from an accredited institution.</p> <p>Functional Responsibility: Experience in developing standards-compliant software utilizing industry-leading operating systems, languages, protocols and relational databases: DOS/WINDOWS, DEC VAX/VMS, UNIX (e.g., Solaris, IRIX, HP-UX, and AIX), C, TCP/IP, and Oracle. In-depth knowledge of the design, operational use, and functional characteristics of standards-compliant (e.g., CALS or GOSIP) systems, such as scanning, user interface, optical storage, and index subsystems of digital imaging systems; or the input processing, network transmission, security, network management, and control subsystems of digital communications systems.</p>	<p>\$108.29</p>

<p>Audio Visual Engineer</p>	<p>Experience: 4 years of related experience.</p> <p>Education: BS degree in a related area or 4 years of related experience.</p> <p>Functional Responsibility: Applies engineering or to the design of AV systems and their components or assemblies. Prepares creative designs or related drawings or details; uses designs to develop specifications or estimates of materials needed for a project. May perform drafting duties requiring the use of CAD equipment or systems. Provides guidance to more junior designers or to drafters. Gains exposure to some of the complex tasks within the job function. Occasionally directed in several aspects of the work.</p>	<p>\$53.49</p>
<p>Audio Visual Installer</p>	<p>Experience: 1 years of related experience.</p> <p>Education: High School</p> <p>Functional Responsibility: Audio Visual Installer includes installation, service, testing, troubleshooting, or programming of numerous Audio Visual Systems including: Crestron, Extron, AMX, Smartboards, etc. Operation of test equipment: Volt Meter, Ohm Meter, Oscilloscope, Spectrum Analyzer, Multi-Meter, and Impedence Meter. Working knowledge of audio, video, control, and communications systems is required. Audio, video conferencing, or control equipment manufacturer certifications is a plus (Polycom, AMX, Crestron, NEC, Bi-AMP, etc.)</p>	<p>\$44.14</p>
<p>Audio Visual Technician</p>	<p>Experience: 3 years of related experience.</p> <p>Education: Associates Degree or equivalent.</p> <p>Functional Responsibility: Audio Visual Technician responsibilities include setting up and adjusting audio-visual equipment, performing routine maintenance, and assisting in editing tapes. Works with producers/directors on design, testing, installation and positioning of equipment and props for live events or meetings. The Audio Visual Technician maintains accurate record of equipment inventory and troubleshoots equipment problems. Additionally, Audio Visual Technician typically reports to a supervisor or manager. The Audio Visual Technician gains or has attained full proficiency in a specific area of discipline.</p>	<p>\$51.55</p>
<p>Computer Security Specialist I</p>	<p>Experience: 3 years experience in evaluating security threats to ADP systems and in technologies. Familiar with procedures that provide appropriate levels of system security against sabotage, subversion, tampering, or other undesired use.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree</p> <p>Functional Responsibility: Manages firewalls and network perimeter security systems. Documents and reports all systems changes, upgrades and entry requests. Develops pro-active network security procedures designed to prevent intrusion attacks. Performs network system security audits in accordance with IPSec, PKI and other formulated procedures. Analyzes risk factors and recommends procedures and products to prevent intrusion attacks.</p>	<p>\$63.31</p>

Computer Security Specialist II	<p>Experience: 5 years experience in evaluating security threats to ADP systems and in technologies. Experience with procedures that mitigate such threats analysis of organizational mission and user needs and development of requirements, systems, and procedures that provide appropriate levels of system security against sabotage, subversion, tampering, or other undesired use.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also includes risk assessment. Analyzes systems to identify security risks or concerns and recommends appropriate remedies.</p>	\$102.10
Consultant	<p>Experience: The Consultant category is reserved for subject matter experts and recognized professionals in particular fields that are normally employed on a short-term basis for a specific project.</p> <p>Education: No Requirement.</p> <p>Functional Responsibility: Project-specific.</p>	\$212.17
Conversion / Imagery Specialist / Digital L	<p>Experience: 3 years experience with formatting, conversion, quality assurance, and managing digital information and data.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university or equivalent. 6 years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Responsible for Data conversion, quality assurance, and database loading tasks. Converts hardcopy reports, papers, and documents into a digital format. Performs scanning hardcopy information; manual or software assisted digitizing of hard-copy maps. Accesses remotely sensed imagery and prepares it for use in Geospatial applications. Operates and maintains a high-speed document/image scanner integrated with a PC workstation running Optical Character Recognition and Raster to Vector conversion software. Performs manual digitizing and key entry of attribute codes for spatial vector and imagery coverages. Develops and maintains Metadata and Interfaces with cognizant agency representatives to resolve issues relative to properly identifying and processing textual, imagery and spatial data into a digital format. Resolves technical data conversion problems and develops any required work-around procedures.</p>	\$52.52

Data Entry I	<p>Experience: 1 year of general work experience.</p> <p>Education: High school diploma or its equivalent.</p> <p>Functional Responsibility: The Data Entry Support I compares output to control totals and makes corrections to codes and batches as necessary. Reviews, codes, and inputs source data from storage media into a computer processing system. Being a Data Entry Support I requires a Prepares and distributes output reports as instructed. In addition, Data Entry Support I typically reports to a supervisor. A Data Entry Support I possesses a moderate understanding of general aspects of the job. Works under the close direction of senior personnel in the functional area.</p>	\$34.09
Data Entry II	<p>Experience: 3 years of related experience.</p> <p>Education: High school diploma or its equivalent.</p> <p>Functional Responsibility: The Data Entry Support II compares output to control totals and makes corrections to codes and batches as necessary. Reviews, codes, and inputs source data from storage media into a computer processing system. Being a Data Entry Support II requires a Prepares and distributes output reports as instructed. In addition, Data Entry Support II typically reports to a supervisor. Being a Data Entry Support II gains or has attained full proficiency in a specific area of discipline. Works under moderate supervision.</p>	\$41.69
Data Entry III	<p>Experience: 5 years of related experience.</p> <p>Education: High school diploma or its equivalent</p> <p>Functional Responsibility: The Data Entry Support III compares output to control totals and makes corrections to codes and batches as necessary. Reviews, codes, and inputs source data from storage media into a computer processing system. Prepares and distributes output reports as instructed. In addition, Data Entry Support III typically reports to a supervisor. Being a Data Entry Support III has gained proficiency in multiple competencies relevant to the job. Works independently within established procedures associated with the specific job function. Working as a Data Entry Support III typically requires</p>	\$44.76
Database Administrator	<p>Experience: 3 years of experience with database management systems. Evaluation and recommendation of DBMS products to support validated user requirements. Experience with file organization, indexing methods, transaction and rollback protocols, data loading, and security procedures for specific user applications.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Directs systems analyses and feasibility studies. Assists customer in the planning, coordinating, acquisition, and implementation of systems. Analyzes proposed and existing system used in processing applications in terms of data communications and database management/structure, requirements, and costs. Prepares studies and gives presentations on current data communications concepts. Prepares functional specifications for acquiring commercially available equipment. Consults with user management to ensure that problems are properly identified and solutions meet the requirements.</p>	\$69.77

<p style="text-align: center;"><u>Database Programmer I</u></p>	<p>Experience: 3 years progressive data processing experience in the design and development of database applications. Experience in resolving program and system problems through program dumps and other debugging techniques.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Writes functional specifications and prepares implementation schedules for smaller applications and subsystems to major applications. Monitors existing systems making recommendations for improved performance and service to the application user. Knowledge and experience with system analysis and design methodologies.</p>	<p style="text-align: center;">\$95.59</p>
<p style="text-align: center;"><u>Database Programmer II</u></p>	<p>Experience: 5 years progressive data processing experience in the design and development of database applications. Supervisory experience in managing junior database programmers and providing them direction.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Writes functional specifications and prepares implementation schedules for smaller applications and subsystems to major applications. Monitors existing systems making recommendations for improved performance and service to the application user.</p>	<p style="text-align: center;">\$105.27</p>
<p style="text-align: center;">Executive Manager</p>	<p>Experience: Corporate officer assigned to provide overall vision and guidance for critical program elements in support of large team efforts that may involve multiple organizations and companies.</p> <p>Education: Not applicable.</p> <p>Functional Responsibility: Ability to make binding decisions relative to corporate resources and policy. Provides overall vision and guidance for critical program elements. Provide high-level direction, budgetary, strategy formulation, political influence, acting either in concert with a team or as an individual. May perform as a manager, strategist, advisor, envoy, negotiator, or in any other manner designated by client and deemed acceptable by the contractor. Responsible for marketing new technology and follow-on business acquisitions.</p>	<p style="text-align: center;">\$155.59</p>
<p style="text-align: center;">GIS Specialist I</p>	<p>Experience: 3 years developing, processing, maintaining, analyzing GIS and Geospatial data.</p> <p>Education: Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university or equivalent.</p> <p>Functional Responsibility: Software system design and directs programming efforts using either Avenue or ArcView MacroLanguage scripting language. Registers CAD drawings to geographic coordinate systems using GIS software tools and techniques. Investigates/analyzes Geospatial Database management system problems.</p>	<p style="text-align: center;">\$73.41</p>

GIS Specialist II	<p>Experience: 5 years management, processing, maintaining, analyzing GIS and Geospatial data. Development of projects, applications, maps, and other products required to support requesting activities.</p> <p>Education: Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Formats application programs to run over the Web. Performs software coding and documentation and to design specifications. Prepares application programs that will run in a LAN network environment. Monitors and recommends efficient utilization of servers and peripheral devices. Develops process charts and functional block diagrams, codes the application, prepares test data and debugs programs. Develops spatial and attribute data QA/QC programs and procedures.</p>	\$97.39
Help Desk Specialist	<p>Experience: 1 years of related experience</p> <p>Education: Associate degree or equivalent, or 3 years experience.</p> <p>Functional Responsibility: Provides support to end users for computer, application, system, device, access and hardware issues via a trouble ticket system. Identifies, researches and resolves technical problems of moderate complexity. Responds to telephone, email and on line requests for technical support. Documents, tracks, and monitors the problem using applicable systems and tools. May coordinate with other teams or departments to resolve user problems. Gains or has attained full proficiency in a specific area of discipline. Works under moderate supervision.</p>	\$56.65
HW/SW Install Specialist	<p>Experience: 3 years in preparation of functional requirements and specifications for hardware/software acquisitions. Direct experience in evaluating and troubleshooting problems that have been properly identified and developing solutions will satisfy the user's requirements.</p> <p>Education: Bachelor's Degree or equivalent. 6 years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Reviews computer systems in terms of machine capabilities and man-machine interface. Prepares reports and studies concerning hardware/software.</p>	\$55.08
HW/SW Install Technician	<p>Experience: 2 years of general experience in the conduct of sites surveys; assesses and documents current site configuration and user requirements and installs new configurations.</p> <p>Education: High School Diploma. There is no experience substitution for a High School Diploma, however a G.E.D., other degree equivalency program, or a technical trade school certificate is acceptable. With a Bachelors degree no experience is required.</p> <p>Functional Responsibility: Designs and optimize network topologies. Analyzes existing requirements and prepares specifications for hardware/software acquisitions. Prepares engineering plans and site installation Technical Design Packages. Develops hardware/software installation schedules. Prepares drawings documenting configuration changes at each site. Prepares site installation and test reports. Configures systems, communications devices, and peripheral equipment. Installs network hardware/software. Trains site personnel in proper use of hardware/software. Builds specialized interconnecting cables.</p>	\$51.09

Internet Database Administrator	<p>Experience: 3 years experience with the design, testing and implementation of Internet Systems Database applications.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Performs administration of Internet-based database systems. Manages relational and Object database management systems, text retrieval systems, object repositories, other DBMSs, statistical packages, microcomputer application packages, SQL, HTML, PERL, or similar scripting languages.</p>	\$82.56
Internet Design Specialist	<p>Experience: 3 years experience in the design of web sites and web pages and specialized experience with Virtual Reality Modeling Language, Java, and 3D renderings.</p> <p>Education: Associates degree in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university or equivalent experience.</p> <p>Functional Responsibility: Creates and optimizes graphic images and logos, provides visual structure and incorporates interactive applications into web pages and collection designs.</p>	\$64.94
Internet/Intranet Developer Specialist I	<p>Experience: At least 1 year experience in system analysis and design techniques for Internet or Intranet development, which may include, Hypertext Markup Language (HTML), Hypertext Transfer Protocol (HTTP), and Common Gateway Interface (CGI).</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's degree, no experience is required.</p> <p>Functional Responsibility: Analyzes and develops internet/intranet application software processing wide range of capabilities, including numerous engineering, business, and network traffic management function. Works independently or under general direction.</p>	\$77.22
Internet/Intranet Developer Specialist II	<p>Experience: At least 3 years experience in system analysis and design techniques for Internet or Intranet development, which may include, Hypertext Markup Language (HTML), Hypertext Transfer Protocol (HTTP), and Common Gateway Interface (CGI), FrontPage, and Netscape software.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's degree 1 year of general experience is required.</p> <p>Functional Responsibility: Develops and applies organization wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to junior staff.</p>	\$95.19

<p>Internet/Intranet Developer Specialist II</p>	<p>Experience: 5 years experience with enterprise-wide set of disciplines for planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's degree 3 years of general experience is required.</p> <p>Functional Responsibility: Establishes system information requirements using analysis of the information exchange technologies in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI), and International Standards Organization (ISO) reference models, and profiles of standard such as: Institute of Electrical and Electronic Engineers (IEEE), Open Systems Environment (OSE) reference model, and across the application program interface (API). Provides daily supervision and direction to staff.</p>	<p>\$124.73</p>
<p>Knowledge Management Content Manager</p>	<p>Experience: 3 years of related experience.</p> <p>Education: BS and 4 years experience.</p> <p>Functional Responsibility: Serves as a Knowledge Management (KM) object and content manager. Assists in maintenance of KM associated homepages, websites, portals and KM repositories ensuring that content within knowledge databases and repositories are current and relevant. Implements methodologies for sharing the best KM practices by using KM knowledge maps, virtual teaming, online meetings and other synchronous/asynchronous KM technology enablers. Assists in implementing policy and program guidance governing KM initiatives. Coordinates and integrates KM policies, technologies and tools and other KM supporting applications. Serves as a KM transformation/change agent for units and specializes in assisting units with using available KM tools.</p>	<p>\$93.22</p>
<p>Knowledge Manager</p>	<p>Experience: 4 years of related experience.</p> <p>Education: BS and 2 years experience.</p> <p>Functional Responsibility: Familiar with strategic and tactical Knowledge Management planning, initiatives, training plans, incentive structures, KM tools and practices. Experience with KM online and paper dissemination of products, tools and training materials. Familiar with maintenance of virtual libraries, data repositories, knowledge maps and training plans. Experience with business process improvement for efficiencies and capabilities, metrics, measures of development, process refinement, collaborative work, decision making an innovation.</p>	<p>\$76.51</p>

Logistics Analyst I	<p>Experience: At least 3 years' experience in integrated logistics support (ILS) planning and analysis.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Creates and helps execute plans for the integrated logistics support (ILS) of complex systems. Analyzes the adequacy and effectiveness of current and proposed logistics support provisions for complex systems. Where required, supervises other logistics personnel in executing assigned tasks.</p>	\$51.20
Logistics Analyst I	<p>Experience: At least 3 years' experience in integrated logistics support (ILS) planning and analysis.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Creates and helps execute plans for the integrated logistics support (ILS) of complex systems. Analyzes the adequacy and effectiveness of current and proposed logistics support provisions for complex systems. Where required, supervises other logistics personnel in executing assigned tasks.</p>	\$51.20
Logistics Analyst II	<p>Experience: At least 5 years' experience in integrated logistics support (ILS) planning and analysis.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Creates and helps execute plans for the integrated logistics support (ILS) of complex systems. Develops ILS requirements for new systems based on user needs and missions. Analyzes the adequacy and effectiveness of current and proposed logistics support provisions for complex systems. Where required, supervises other logistics personnel in executing assigned tasks.</p>	\$74.50
Logistics Analyst II	<p>Experience: At least 5 years' experience in integrated logistics support (ILS) planning and analysis.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Creates and helps execute plans for the integrated logistics support (ILS) of complex systems. Develops ILS requirements for new systems based on user needs and missions. Analyzes the adequacy and effectiveness of current and proposed logistics support provisions for complex systems. Where required, supervises other logistics personnel in executing assigned tasks.</p>	\$74.50
Logistics Specialist I	<p>Experience: Must have 3 years of relevant experience.</p> <p>Education: Associates Degree or the equivalent years in experience.</p> <p>Functional Responsibility: Performs logistics support analyses, level of repair analyses, integrated logistic support planning, and other ILS related documentation. Requires experience with MIL-STD-1369 and MIL-STD-1388/1.</p>	\$46.57

Logistics Specialist I	<p>Experience: Must have 3 years of relevant experience.</p> <p>Education: Associates Degree or the equivalent years in experience.</p> <p>Functional Responsibility: Performs logistics support analyses, level of repair analyses, integrated logistic support planning, and other ILS related documentation. Requires experience with MIL-STD-1369 and MIL-STD-1388/1.</p>	\$46.57
Logistics Specialist II	<p>Experience: Must have 5 years of relevant experience.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Performs logistics support analyses, level of repair analyses, integrated logistic support planning, and other ILS related documentation. Requires experience with MIL-STD-1369 and MIL-STD-1388/1.</p>	\$59.21
Logistics Specialist II	<p>Experience: Must have 5 years of relevant experience.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Performs logistics support analyses, level of repair analyses, integrated logistic support planning, and other ILS related documentation. Requires experience with MIL-STD-1369 and MIL-STD-1388/1.</p>	\$59.21
Modeling and Simulation Scientist	<p>Experience: 5 years experience with Virtual Reality Modeling Language, Java, and 3D renderings, modeling, visualization, simulation, and development of synthetic environments where data from multiple sources is fused into a multidimensional visualization. Must have experience with translating specific analytical requirements into a visual representation in multiple dimensions. Familiar with Geospatial data and conversion of validated data into formats compatible with multi-dimensional analysis. Has applied GIS data, NIMA datasets, and attribute datasets supplied with various other data sources to visualization scenarios.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Responsible for processing and converting relevant data into a format compatible with multi-dimensional visualization and analysis. Provides a virtual representation of Geospatial, topographic, cultural, cadastral, temporal, and thematic data in a realist view of the area of interest. Responsible for direction, development, and deployment of Web-based modeling and simulation applications.</p>	\$111.01

Network Engineer / LAN Administrator I	<p>Experience: 2 years of experience in LAN/WAN environments and possesses a MCSE certification. Certified in applicable LAN/WAN software products and applications and experienced in their implementation and integration. Experienced in anti-viral software products and their utilization.</p>	\$63.10
	<p>Education: Technical Microsoft MCSE certification training plus one year of experience.</p> <p>Functional Responsibility: Assists LAN/WAN Manager in network related problem resolutions, technical performance monitoring, and administrative issues. May assist with prioritization of network control center tasks.</p> <p>Experience: 4 years of general experience and possesses a MCSE certification.</p>	
Network Engineer / LAN Administrator II	<p>Education: Associates Degree in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university or equivalent and Microsoft MCSE certification training.</p> <p>Functional Responsibility: Under supervision performs a variety of network engineering tasks that are broad in nature and are concerned with the design and implementation of integrated networks, including personnel, hardware, software and support facilities and/or equipment. Performs with some latitude for actions and decisions not fully reviewed. Plans and performs assignments in conformance with network design, engineering and customer specifications. Can install and configure hardware such as routers, switches, hubs and network monitoring devices. Responsible for the technical/engineering part of a major project or a project of lesser complexity and importance than those normally assigned to a higher-level engineer. Coordinates the activities of Network Technicians assigned to specific network engineering projects. May perform other duties as assigned.</p>	\$78.24
	<p>Experience: 7 years of general experience and possesses Certified Microsoft Engineer (MCSE) experienced in design and implementation of Microsoft Solutions in a PC-based, LAN-based, and/or WAN-based environment.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university and 6 years of general experience with Microsoft MCSE Certification training. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p>	
Network Engineer / LAN Administrator III	<p>Functional Responsibility: Performs a variety of network engineering tasks, either independently or under supervision, which are broad in nature and are concerned with the design and implementation of integrated networks, including personnel, hardware, software and support facilities and/or equipment. Supervises team of Network Engineers through project completion. Performs design, installation, troubleshooting and support of LAN/MAN/WAN hardware, software and applications. Can install and configure hardware such as routers, switches, hubs and network monitoring devices. Develops and maintains cable plants and architecture, communications transmission lines and all other attached devices. Analyzes Ethernet protocol packets and provide reports and recommendations on traffic analysis. Acts as point of contact for client needs.</p>	\$92.54

Network Engineer / LAN Administrator I	<p>Experience: 10 years experience with Certified Microsoft Engineer (MCSE) experienced in design and implementation of Microsoft Solutions in a PC-based, LAN-based, and/or WAN-based environment. Responsible for major technical/engineering projects of higher complexity and importance than those normally assigned to lower level engineers.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university plus 15 years specialized experience and a Microsoft MCSE certification.</p> <p>Functional Responsibility: Plans and performs network engineering research, design development, and other assignments in conformance with network design, engineering and customer specifications. Supervises team of Network Engineers through project completion. Coordinates the activities of Network Engineers and Network Technicians assigned to specific network engineering projects. May perform other duties as assigned.</p>	\$111.86
Oracle Developer	<p>Experience: 5 years specialized Oracle experience.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Supports the Sr. Oracle Developer and/or Project Manager in the development and analysis of applications using Oracle.</p>	\$117.62
Program Manager II	<p>Experience: 8 years experience in developing, specifying, managing, directing, controlling and executing tasks, projects and programs from simple to complex. Demonstrated leadership and management skills commensurate with experience. Capable of exercising overall program management, or working as deputy to a customer program manager to the extent specified in the delivery order. May include experience as a subject matter specialist, engineer, administrator or technologist.</p> <p>Education: Master's degree in any discipline or combination of disciplines or Bachelor's degree and equivalent additional experience is required.</p> <p>Functional Responsibility: Serves as the contractor's single contract manager. 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. Directs the performance of a variety of related projects that may be organized by technology, program or client. Program areas typically represent more than three functional areas that may include engineering, systems analysis, quality control, administration, etc. Develops cost, technical, and schedule baselines and controls program(s) accordingly. Establishes individual performance criteria, hires appropriate people and oversees their application. May perform some or all of the duties of Subject Matter Specialists, engineers, or technologists to the extent qualified and appropriate. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items.</p>	\$121.31

<p>Program Manager III</p>	<p>Experience: Must have 15 years of experience in a related field including supervisory or management experience.</p> <p>Education: Master's degree in any discipline or combination of disciplines.</p> <p>Functional Responsibility: Plans, directs, coordinates, and controls technical and administrative activities for an entire program. Planning and directing technological improvements and project management implementation. Manage a diverse group of functional activities, subordinate groups of technical and administrative personnel. Oversees the technology development and/or application, marketing, and resource allocation within program client base. Reviews and maintains the quality of technical work performed on the program. Makes technical judgments and provides advice on resolving technical problems. Ensures goals and objectives of program are accomplished within contract terms and conditions. Maintains the development and execution of business opportunities based on broad, general guidance. Interfaces with client management personnel and is adept in oral and written communications.</p>	<p>\$139.25</p>
<p>Project Manager I</p>	<p>Experience: 4 years experience in developing, specifying, managing, directing, controlling and executing basic tasks. Possesses leadership and management skills commensurate with level of experience. Exercises sound judgment and problem solving skills. May include experience as a subject matter specialist, technologist, administrator or engineer.</p> <p>Education: Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Under the guidance of the Program Manager, will be responsible for the overall management of the specific task order(s) and insure that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Leads individuals based upon performance criteria, and hiring authority of others. Performs functions of subject matter specialist, engineer, or technologist where qualified and appropriate. Accountable for all aspects of project performance. Demonstrates oral and written communication skills. Ensures that all required resources including manpower, production standards, computer time, and facilities are available for program implementation.</p>	<p>\$88.91</p>

<p>Project Support Administrator</p>	<p>Experience: 8 years experience working in an automated office capacity involving information technology, of which two years involved supervision of others and/or responsibility to operate autonomously. Experience with automated office disciplines such human resource administration, security administration, travel administration, contract administration, financial administration, accounting, or management information systems administration.</p> <p>Education: Bachelor's degree or four additional years of relevant experience is required. Study toward advanced or secondary degrees may be counted toward experience requirements. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Operate information technology applications, including spreadsheet programs, presentation programs, database programs, word processing programs, financial programs or page layout programs. Provides project support incidental to and in direct support of the proposed professional services. Performs administrative functions including but not limited to information administration, publications administration, human resource administration, contract/subcontract administration and other duties as assigned, in support of the project as a whole. Other functions may include but are not limited to administrative discipline, policy enforcement, meeting administration, facilities management, communications, administrative security, purchasing, organizing, and executive support.</p>	<p>\$60.11</p>
<p>Recognized Expert/Executive</p>	<p>Experience: Over 15 years of experience in or directly related to complex, uncommon, or unique fields of endeavor specifically requested by the client. The skill category applies when the client requires a specific individual, widely recognized for his or her unique capabilities, achievements, or abilities, relative to specific client requirements. The individual should possess credentials and acclaim within the professional community relevant to client-designated tasks, advice or counsel. Recognizing the highly specific and variable nature of this skill category, the client should exercise broad latitude in consultation with the contractor to adjust, increase, combine or waive educational and experience criteria in order to fulfill his exceptional requirements.</p> <p>Education: Masters Degree in any discipline acceptable to the client. A doctoral degree may substitute for three years of the experience requirements above.</p> <p>Functional Responsibility: Effort under this skill category is ordinarily incident to and in support of large team efforts and broad, difficult projects. It is usually intended to provide exceptional capabilities to enhance or ensure the effectiveness and productivity of a major client endeavor undertaken by a substantial team of client and/or contractor specialists. When directed by the client, it may be used to provide high level consultation, strategy formulation, consensus building, or influence, acting either in concert with a team or as an individual. May perform as a manager, strategist, advisor, analyst, envoy, negotiator, or in any other manner designated by client and accepted by contractor. May perform services in any discipline or level as designated by client and accepted by contractor.</p>	<p>\$212.17</p>

Records Administrator	<p>Experience: 2 years experience in the related area as an individual contributor.</p> <p>Education: BS or 3 years of experience.</p> <p>Functional Responsibility: Performs administration of organization records and information management programs. Responsible for overseeing the storage, backup, maintenance, reproduction, protection, and disposition of identified records. Evaluates and recommends media formats and storage requirements to be used for records/information. Ensures that processes and policies that comply with all regulatory requirements for record retention are followed. Designs and implements systems and processes to protect and secure critical records and information. Extensive knowledge of department processes.</p>	\$46.19
Security Officer	<p>Experience: 1 year experience in processing and handling DOD and corporate security protocols. Must be familiar with processing security clearances through the Defense Industrial Security system.</p> <p>Education: Formal training certification with the Defense Industrial Security system.</p> <p>Functional Responsibility: Handles personnel security information, manages security folders, audits and responds to queries and requests from the Defense Industrial Security Office.</p>	\$48.65
Senior Business Process Analyst	<p>Experience: 5 years experience in business process facilitation and training, methodology development and evaluation, reengineering, best practice identification, change management, organizational development, and development of information systems.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Responsible for facilitating business process engineering efforts for directed projects and customers. Develops process flow charts, functional dependencies, functional decomposition of process elements, process critique, process optimization, and implementation plans. Responsible for integrating organization focus and vision into process development, and translating management concerns and budgetary constraints into strategic process elements.</p>	\$123.14
<u>Senior Computer Simulation & Modeling Specialist</u>	<p>Experience: 7 years experience with RDBMS (Oracle, Sybase, SQL, and Access), database development, and data warehousing. Must also have experience in JAVA, DBA, ODBC, OLE, DDE, CGI, client/server implementation and Microsoft Windows.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Performs extensive programming utilizing Object-Oriented Design, programming using C++ and Java with additional requirements in full life-cycle development.</p>	\$137.38

Senior Geospatial Scientist	<p>Experience: 7 years management of GIS and Geospatial programs. Experience with Rapid Application Prototype development methodologies, and advanced database and JAVA-based programming processes. Experienced with business process engineering, and requirements development, and liaison with multiple agencies in coordination of applications and requirements.</p> <p>Education: Masters Degree in Computer Science or a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Directs and controls the implementation and proper use of design/programming resources from program requirements and system specifications. Provides guidance and direction to project team members and supervises technical specialists and data processors in the implementation of database development projects. Determines operational impacts and coordinates problem resolution.</p>	\$113.14
Senior Oracle Developer	<p>Experience: 7 years specialized Oracle experience.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Specializes in the development of applications in a relational database environment with emphasis on Oracle.</p>	\$127.76
Senior Technical Writer	<p>Experience: 5 years experience in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and other reports and deliverables. Specialized experience in HTML and XML formatted documents for publishing on the Web.</p> <p>Education: Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university or equivalent. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Perform writing, editing, and rewriting of material of a technical nature. Prepares user guides and other technical documentation for presentations.</p>	\$76.97

<p>ta Modeling Spec/Data Warehouse Spe</p>	<p>Experience: 3 years experience with formatting, conversion, quality assurance, and managing digital information and data.</p> <p>Education: Computer Science degree, or Bachelor of Science in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university or equivalent. 6 years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Responsible for Data conversion, quality assurance, and database loading tasks. Converts hardcopy reports, papers, and documents into a digital format. Performs scanning hardcopy information; manual or software assisted digitizing of hard-copy maps. Accesses remotely sensed imagery and prepares it for use in Geospatial applications. Operates and maintains a high-speed document/image scanner integrated with a PC workstation running Optical Character Recognition and Raster to Vector conversion software. Performs manual digitizing and key entry of attribute codes for spatial vector and imagery coverages. Develops and maintains Metadata and Interfaces with cognizant agency representatives to resolve issues relative to properly identifying and processing textual, imagery and spatial data into a digital format. Resolves technical data conversion problems and develops any required work-around procedures.</p>	<p>\$119.76</p>
<p>Technical Staff-Level 1</p>	<p>Experience: Must have 2 years experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business processing and re-engineering; business process analyses; information architecture planning and design; business management; financial management; engineering; operations research; logistics; modeling and simulation; math; physics; quality assurance; supply; systems analysis.</p> <p>Education: A Bachelor's degree or technical training and equivalent experience may be substituted for a degree. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Individuals require the technical training, skills and experience to operate within and directly support an Information Technology environment. The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current engineering and business processes.</p>	<p>\$55.23</p>

<p>Technical Staff-Level 2</p>	<p>Experience: Must have 4 years experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business processing and re-engineering; business process analyses; information architecture planning and design; business management; financial management; engineering; operations research; logistics; modeling and simulation; math; physics; quality assurance; supply; systems analysis.</p> <p>Education: A Bachelor's degree or technical training and equivalent experience may be substituted for a degree. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Individuals require the technical training, skills and experience to operate within and directly support an Information Technology environment. The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current engineering and business processes.</p>	<p>\$69.29</p>
<p>Technical Staff-Level 3</p>	<p>Experience: Must have 6 years experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business processing and re-engineering; business process analyses; information architecture planning and design; business management; financial management; engineering; operations research; logistics; modeling and simulation; math; physics; quality assurance; supply; systems analysis.</p> <p>Education: A Bachelor's degree or technical training and equivalent experience may be substituted for a degree. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Individuals require the technical training, skills and experience to operate within and directly support an Information Technology environment. The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current engineering and business processes.</p>	<p>\$85.51</p>
<p>Technical Staff-Level 4</p>	<p>Experience: Must have 8 years experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business processing and re-engineering; business process analyses; information architecture planning and design; business management; financial management; engineering; operations research; logistics; modeling and simulation; math; physics; quality assurance; supply; systems analysis.</p> <p>Education: A Bachelor's degree or technical training and equivalent experience may be substituted for a degree. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Individuals require the technical training, skills and experience to operate within and directly support an Information Technology environment. The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current engineering and business processes.</p>	<p>\$96.56</p>

<p>Technical Writer/Editor</p>	<p>Experience: 3 years experience in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and other reports and deliverables.</p> <p>Education: Associates degree or the equivalent years in experience.</p> <p>Functional Responsibility: Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.</p>	<p>\$51.45</p>
<p>Training Specialist I</p>	<p>Experience: 3 years experience in conducting the research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops all instructor materials (course outline, background material, and training aids).</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, seminars, and/or computer based/computer-aided training.</p>	<p>\$46.98</p>
<p>Training Specialist II</p>	<p>Experience: 5 years in the development and revision of courses and preparation of appropriate training catalogs. Experience with preparation of instructor materials (course outline, background material, and training aids) and student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Experience in training personnel by conducting formal classroom courses, workshops and seminars.</p> <p>Education: Bachelor's Degree or equivalent in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.</p> <p>Functional Responsibility: Excellent communications and problem solving skills. Performs system analysis for highly complex classes. Recommends most effective method to utilize equipment, where appropriate. Under general program direction, independently performs training within the field of expertise. May supervise the work of lower level trainers. Conducts the research necessary to develop and revise training courses. Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, seminars, and/or computer based/computer-aided training.</p>	<p>\$66.08</p>

<p>Training Specialist III</p>	<p>Experience: 7 years in the development and conduct of complex courses from start to completion. Experience in the identification, development, implementation and conduct of training and instruction of technical-based subject matter related to computer hardware/software, communications, local and wide area networking, internet, video, imaging, business processes, government regulations, procurement/acquisition, strategic planning, etc., as required for a particular customer requirement.</p> <p>Education: Bachelor's Degree or equivalent. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, four (4) years of general experience is required.</p> <p>Functional Responsibility: Designs, develops, prepares and refines training curriculum and course materials for various classroom and other instructional environments. Possesses skills and knowledge in computer-based and multimedia training environments. Conducts training requirements surveys, designs computer-based and multimedia curriculum in response to specific system training requirements during the life cycle. Is intimately knowledgeable in the subject matters for which he/she is developing curriculum. Supervises Training Specialists in the instruction of individual trainees as well as whole classes of students in a variety of technical-based subject matter. Collaborates, when necessary, with outside entities.</p>	<p>\$90.78</p>
<p>Videographer</p>	<p>Experience: 4 years of related experience.</p> <p>Education: High School</p> <p>Functional Responsibility: The Videographer provides camera, editing, writing and voice over support. Leveraged a range of video production software, to include Adobe Premiere Pro and After Effects, Adobe Media Encoder, and VBS, to independently deliver a range of products from Multimedia presentations to Simulation-based visualizations.</p>	<p>\$59.46</p>
<p>Videographer - Senior</p>	<p>Experience: 2 years of related experience</p> <p>Education: BS degree or 4 years of experience.</p> <p>Functional Responsibility: The Senior Videographer coordinates various aspects of production including script writing, editing, audio, camera work, and music. Guides the development of standards to ensure production elements and assets reflect the brand or them concept. Utilizes production techniques such as graphics, viewer pictures, or webcam interviews. Oversees the work of production, creative and support staff. Proficient using Adobe Creative suite and production software including After Effects and Final Cut and other editing software. Additionally, may build show rundowns, write copy, select & pre-edit video.</p>	<p>\$74.08</p>
<p>VTC and Communications</p>	<p>Experience: 4 years of related experience.</p> <p>Education: Associates Degree</p> <p>Functional Responsibility: Familiar with LAN connected phones, analog and digital equipment classified and unclassified. Familiar with desktop and mobile VTC/SVTC equipment. Experience with VTC operations, applications and administration of communications networks. Experience with operating a VTC/SVTC facility.</p>	<p>\$60.53</p>

<p>Website Developer / Administrator</p>	<p>Experience: 2 years experience in developing Web sites for display, information, and interaction that functionally supports the organization mission. Experience with HTML, XML, JAVA, CGI, PERL is desired with additional experience in development, design, and deployment of Web sites. Must be familiar with Web Page development software such as MS FrontPage. Must have experience with Web Server (HTTP) and be familiar with supporting Web operations including troubleshooting, performance optimization, web statistics, and reporting. Must have experience with Website security, password/login protocols, secure socket layer protocols, and firewall systems.</p> <p>Education: Associates degree in a recognized engineering, scientific, technical, or business management discipline from an accredited college or university.</p> <p>Functional Responsibility: Responsible for the information base of the organization web site. Responsible for editing content, quality, style consistent with applicable standards and security protocols. Collaborates with subject matter authors on the team including finding, creating, and installing tools to create web content and check consistency, style, including liaison with graphic artists and development of interactive Web applications. Applies link validation routines and is responsible for consistent visual images, uniform fonts, formatting, icons, images, layout techniques, and modularization, including maintenance of HTM templates and image archives.</p>	<p>\$66.92</p>
<p>Word Processor I</p>	<p>Experience: 1 year experience in required clerical skills and operation of office equipment.</p> <p>Education: High School Diploma or GED.</p> <p>Functional Responsibility: Prepares final copy from draft materials and recorded dictation, using word processing and basic charting and graphics capabilities. Establishes and maintains routine office files. Uses of a variety of office equipment to produce work rapidly and accurately. Works with technical personnel to ensure accuracy and completeness of materials prepared.</p>	<p>\$34.08</p>
<p>Word Processor II</p>	<p>Experience: 3 years of experience related to administrative functions such as job ordering and reporting, maintenance of security records, word processing, data transcription, filing and other miscellaneous duties.</p> <p>Education: High School Diploma or equivalent</p> <p>Functional Responsibility: Prepares final copy from draft materials and recorded dictation, using word processing and advanced charting and graphics capabilities. Uses of a variety of office equipment to produce work rapidly and accurately. Works with technical personnel to ensure accuracy and completeness of materials prepared. Prepares various documents including text, tables, and matrices.</p>	<p>\$41.98</p>