

# Oak Ridge Associated Universities Incorporated

## Multiple Award Schedule - PSHC

Large Category: Professional Services

Large Category: Human Capital

**GENERAL SERVICES ADMINISTRATION**

Federal Acquisition Service

**Authorized Federal Supply Schedule FSS Price List**



**Federal Supply Group:** Professional Services  
**Large Categories –** Professional Services;  
Human Capital

**Contract Number:** GS-00F-195CA

**Contract Period:** 07/20/2020 – 07/19/2025

**Business Size:** Large

### **Points of Contact:**

For Contractual Information

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**Oak Ridge Associated Universities, Inc.**

**100 ORAU Way, #MS-27**

**Oak Ridge, Tennessee 37831-6209**

[www.orau.org](http://www.orau.org)

**Price list current as of Modification PS-0054;  
effective December 20, 2024**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The internet address for GSA Advantage!® is <http://www.gsaadvantage.gov>. For more information on ordering, go to the following website: <https://www.gsa.gov/schedules>."

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## Customer Information

### 1. a. Special Item Numbers (SIN)

<b>541611/541611RC</b>	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
<b>541612HC/541612HCRC</b>	Agency Human Capital Strategy, Policy and Operations
<b>541613/541613RC</b>	Marketing Consulting Services
<b>541620/541620RC</b>	Environmental Consulting Services
<b>541690/541690RC</b>	Technical Consulting Services
<b>541990/541990RC</b>	All Other Professional, Scientific, and Technical Services (Non-IT)
<b>541910/541910RC</b>	Marketing Research and Analysis
<b>562910REM/ 562910REMRC</b>	Environmental Remediation Services
<b>611430/611430RC</b>	Professional and Management Development Training
<b>OLM/OLMRC</b>	Order-Level Materials (OLM)

For items' descriptions, see the Special Item Number (SIN) Descriptions section of this document.

### b. Prices

See GSA Schedule Price List and Training Courses sections of this document.

### c. Labor categories

See GSA Schedule Price List and Labor Categories and Qualifications sections of this document.

### 2. Maximum order

\$1,000,000

In accordance with FAR 8.404, there may be circumstances in which an ordering activity finds it advantageous to request a price reduction (e.g., when the quantity of an individual order clearly indicates the potential for obtaining a reduced price). To assist customer agencies in determining when they should seek a price decrease, a level called a Maximum Order has been established under the contract. When an agency order exceeds this maximum amount, it is recommended that the ordering activity contact the contractor for a reduced price.

The contractor may:

- Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the Maximum Order in FAR 52.216-19);

- Offer the lowest price available under the contract; or,
- Decline the order; orders must be returned in accordance with FAR 52.216-19.

A delivery order for quantities that exceed the Maximum Order may be placed with the contractor selected in accordance with FAR 8.404. Sales for orders that exceed the Maximum Order shall be reported in accordance with General Services Acquisition Regulation (GSAR) 552.238-72.

**3. Minimum order**

\$100.00.

**4. Geographic coverage (delivery area)**

Domestic only.

**5. Point(s) of production (city, county, and State or foreign country)**

ORAU locations in the United States.

**6. Discount from list prices or statement of net price**

Government net prices (discounts already deducted).

**7. Quantity discounts**

The following quantity discounts apply to SINs 541611, 541612HC, 541613, and 541910:

2% discount on task orders when the same customer places multiple orders that collectively exceed \$100,000 in a calendar year.

There is no quantity discount for SINs 541620, 541690, 541990, 562910REM, and 611430 (both Labor and Training).

**8. Prompt payment terms**

Net 30 days.

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

**9. Foreign items**

None.

**10. a. Time of delivery**

Specified in each negotiated Delivery/Task Order.

**b. Expedited delivery**

Contact Contractor.

**c. Overnight and 2-day delivery**

Contact Contractor.

**d. Urgent requirements**

Contact Contractor.

**11. F.O.B. point(s)**

Destination.

**12. a. Ordering address(es)**

Oak Ridge Associated Universities

Attn: Ms. Angela Holmberg

PO Box 117, MS-26

Oak Ridge, TN 37831

865-576-7618 (office)

865-469-6812 (mobile)

[Angela.Holmberg@orau.org](mailto:Angela.Holmberg@orau.org)

**b. Ordering procedures**

See Federal Acquisition Regulation (FAR) 8.405-3.

**13. Payment address(es)**

Oak Ridge Associated Universities, Inc.

PO Box 117, MS-34

Oak Ridge, TN 37831-0117

**14. Warranty provision**

Contractor's standard commercial warranty.

**15. Export packing charges, if applicable**

Not applicable.

**16. Terms and conditions of rental, maintenance, and repair**

Not applicable.

**17. Terms and conditions of installation**

Not applicable.

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

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

**19. List of services and distribution points**

Not applicable.

**20. List of participating dealers**

Not applicable.

**21. Preventive maintenance**

Not applicable.

**22. a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)**

Not applicable.

**b. If applicable, indicate that Section 508 compliance information is available on Information and Communication Technology (ICT) supplies and services and show where details can be found.**

**The Information and Communications Technology (ICT) standards can be found at:**

[www.Section508.gov/](http://www.Section508.gov/)

Not applicable.

**23. Unique Entity Identifier (UEI) Number**

JW7MLW3RRK34

**24. Notification regarding registration in System for Award Management (SAM) Database**

ORAU is registered under CAGE Code 8E862.

## **ORAU Overview**

Under the General Services Administration (GSA) Multiple Award Schedule federal supply schedule contract, No. GS-00F-195CA, Oak Ridge Associated Universities (ORAU) provides a broad spectrum of products and services focused on improving the performance of federal agencies and other organizations. Services range from integrated consulting and training services to environmental consulting, training, and remediation and reclamation services.

The Multiple Award Schedule (MAS) contract is an indefinite delivery, indefinite quantity (ID/IQ) multiple award schedule contract that provides a streamlined approach to fulfilling requirements that fall within the scope of more than one schedule for acquiring a total solution. Task orders will be placed as firm fixed-price (FFP) or time and material (T&M) using the labor categories and ceiling rates defined in the contract. The order type is at the discretion of the ordering agency.

Under the federal supply schedule program, GSA enters into contracts with commercial firms to provide supplies and services at stated prices for given periods of time. Orders are placed directly with the schedule contractor, and deliveries are made directly to the customer. The federal supply schedule program mirrors commercial buying practices more than any other procurement process in the federal

government today. It provides customers with literally millions of state-of-the-art, high-quality commercial products and services at volume discount pricing on a direct delivery basis. The federal supply schedule program also offers the benefits of shorter lead times, lower administrative costs, and reduced inventories.

Multiple award schedule contracts are awarded to contractors supplying comparable commercial supplies and services at government-negotiated, pre-approved prices. They provide federal agencies with the variety and the flexibility necessary to select the best-valued professional services to meet their requirements. Consistent with the Competition in Contracting Act, multiple award schedule contracts are competitive in that participation in the program is open to all responsible sources, and orders placed following the procedures in Federal Acquisition Regulation 8.4 result in the lowest overall cost alternative. Therefore, when placing orders under federal supply schedules, ordering offices need not (1) seek further competition; (2) synopsise the requirement; (3) make a separate determination of fair and reasonable pricing; or (4) consider small business programs. GSA already has determined the prices of items under schedule contracts to be fair and reasonable.

**Advantages of using the GSA MAS contract include:**

- 5-year contract-ordering period with one 5-year option.
- ID/IQ contract with no ceiling and no maximum order limitations.
- Available to all federal agencies and authorized organizations.
- No synopsis (FedBizOpps posting) is required—all competitive requirements have been met.
- Direct customer and contractor relationship—no transfer of funds to GSA is required.
- Reduced lead times—procurement cost savings.
- Labor categories and rates for FFP and T&M task orders.
- Provides for teaming and subcontracts.
- Blanket purchase agreements may be established.

## Placing an Order

### About GSA MAS

GSA has improved efforts to make buying commercial services easier for Federal customers by awarding GSA schedule contracts. Under the Federal Supply Schedule Program, GSA enters into government-wide contracts with commercial firms to provide products and services, at stated prices, for given periods of time. This streamlined procurement vehicle significantly reduces the time required to obtain services because GSA has reviewed vendors' capabilities, negotiated rates, and prequalified vendors to provide services and products. Therefore, Federal customers can place orders directly with schedule contractors without seeking further competition, synopsizing requirements, making determinations of fair and reasonable pricing, or considering small business set-asides.

**Advantage of Using the GSA MAS**

The GSA Federal Supply Schedule offers Federal agencies a streamlined procurement vehicle for obtaining services to plan, develop, and implement highly specialized programs critical to Federal business management, facilitation and survey services, advertising and marketing and training.

Advantages of using the GSA MAS include the following:

- Significant reduction in lead time to obtain services and products.
- Delivery order awards are based on best value. CBD Synopsis is NOT required.
- Competitive requirements have been met.
- Prices have been determined to be fair and reasonable.
- All applicable laws and regulations have been applied (including small business set-asides).
- Can be used by all Federal agencies and the District of Columbia.
- Contractor/customer direct relationship—no transfer of funds to GSA.
- Blanket Purchase Agreements can be established to negotiate even better pricing.

**Authorized Users**

Authorized users of the GSA MAS include the following:

- All Federal agencies and activities in the executive, legislative, and judicial branches.
- Government contractors authorized in writing by a Federal agency pursuant to CFR 51.1.
- Mixed ownership government corporations as defined in the Government Corporation Control Act.
- The government of the District of Columbia.
- Other activities and organizations authorized by statute or regulation to use the GSA as a source of supply.

GSA Order ADM 4800.2F provides a complete list of authorized schedule users.

**Placing an Order**

In accordance with the Federal Acquisition Streamlining Act of 1994 and the Federal Acquisition Reform Act of 1996, GSA's streamlined ordering procedures have reduced the government procurement process to a few simple steps. Although the federal supply schedule program already has determined these rates to be fair and reasonable, ordering offices must determine that the total price is reasonable for the specific tasks required by the agency. Based on quotes requested from three contractors that appear to offer the best value (considering scope of services offered, hourly rates, contractor's locations, and other factors, as appropriate), the ordering agency selects the one that best meets its needs.



Total price for services is established at the time the task order is placed and are based on the rates offered in the ORAU MAS Price List catalog. The resultant task order details the estimated number of hours, the labor categories to be provided, and any related items. If the ordering agency's contracting officer chooses to purchase services on a labor-hour T&M basis, the resultant task order will specify the not-to-exceed price, the labor categories proposed (with the hourly rates for each), and any applicable travel and other direct costs.

Federal Acquisition Regulation 8.4 provides procedures for the acquisition of services using GSA schedule contracts. Please see FAR 8.405 for current and complete requirements at the time of ordering. For more information on the GSA ordering process, go to the [Basic Schedule Ordering Guidelines](#) site or view the [GSA Professional Services Schedule brochure](#).

## Blanket Purchase Agreements

Ordering activities may establish blanket purchase agreements (BPA) under any GSA schedule contract. A GSA schedule BPA simplifies the filling of recurring needs for supplies or services while leveraging a customer's buying power by taking advantage of quantity discounts, thus saving administrative time and reducing paperwork.

BPAs are established in accordance with the procedures in Federal Acquisition Regulation Part 8.405-3. An ordering activity may request a price reduction based on the total estimated volume of the BPA, regardless of the size of individual orders. BPAs may be established with one or more scheduled contractors at the discretion of the ordering activity. When establishing multiple BPAs, the ordering activity must specify the procedures for placing orders under the BPAs. A GSA schedule BPA should not exceed 5 years in length but may do so to meet program requirements. A BPA may extend beyond the current term of its GSA schedule contract, so long as there are option periods in the GSA schedule contract that, if exercised, will cover the BPA's period of performance.

## Human Capital Category and Services

**SIN 541612HC**      Agency Human Capital Strategy, Policy and Operations

Professional services include but are not limited to development of effective human capital management strategies and enhanced policy.

This Function contains the following Sub-Functions: Workforce Planning; Human Capital Strategy; Organizational Design and Position Classification; Employee Engagement and Communications; Organization Development (OPM\Federal Human Capital Business Reference Model).

## Professional Services Subcategories and Services

### **H01. Business Administrative Services Subcategory**

- SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

### **H02. Environmental Services Subcategory**

- SIN 541620 Environmental Consulting Services
- SIN 562910REM Environmental Remediation Services

### **H08. Marketing and Public Relations Subcategory**

- SIN 541613 Marketing Consulting Services
- SIN 541910 Marketing Research and Analysis

### **Technical and Engineering Services (non IT)**

- SIN 541690 Technical Consulting Services
- SIN 541990 All Other Professional, Scientific, and Technical Services (Non-IT)

### **OH10. Training Subcategory**

- SIN 611430 Professional and Management Development Training

## Special Item Number (SIN) Descriptions

### **SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services**

541611. Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Personal services as defined in FAR 37.104 are prohibited.

### **SIN 541620 Environmental Consulting Services**

541620 Services include providing advice and assistance to businesses and other organizations on environmental issues, such as the control of environmental contamination from pollutants, toxic substances, and hazardous materials; endangered species, wetland, watershed, and other natural resource management plans; Archeological and/or cultural resource management plans. This includes identifying problems (e.g., inspect buildings for hazardous materials), measure and evaluate risks, and recommend solutions. Multi-disciplined staff of scientists, engineers, and other technicians with

expertise in areas, such as air and water quality, asbestos contamination, remediation, ecological restoration, and environmental law such as Planning and Documentation Services for the development, planning, facilitation, coordination, and documentation of and/or for environmental initiatives (or mandates such as Executive Order 13693 in areas of chemical, radiological, and/or hazardous materials; ISO 14001 Environmental Management System (EMS) and sustainable performance measure development; Environmental Assessment (EA) and Environmental Impact Statement (EIS) preparation under the National Environmental Policy Act (NEPA).

**SIN 562910REM Environmental Remediation Services**

562910REM Remediation services include site preparation, characterization, field investigation, conservation and closures, emergency response cleanup (ERC), underground storage tank/above-ground storage tank (UST/AST) removal, air monitoring, soil vapor extraction, stabilization/solidification, bio-venting, carbon absorption, containment, monitoring and/or reduction of hazardous waste sites, unexploded ordnance removal, and remediation-related laboratory testing (e.g., biological, chemical, physical, pollution and soil testing). Reclamation services include creating new land from sea or riverbeds, wetland restoration, and restoring areas to a more natural state (e.g., after pollution, desertification, or salinization have made it unusable).

NOTE: Services offered under this scope shall not include any remediation/transportation/disposal of radioactive waste, asbestos and/or paint abatement, radon mitigation, or construction and architect-engineer services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property). This SIN does not include Davis-Bacon work as defined in Federal Acquisition Regulation Subpart 22.4. Ordering agencies must ensure the work being required is not covered by the Davis-Bacon Act.

**SIN 541613 Marketing Consulting Services**

541613 Services include providing operating advice and assistance on marketing issues, such as developing marketing objectives and policies, sales forecasting, marketing planning and strategy, and development of multi-media campaigns. Services relating to providing assistance with challenges, contests, and competitions, such as providing marketing and advertising support, assistance with conducting the challenge/contest/competition, facilitating events; and supporting the judging of events are included. The challenge/contest/competition may be to identify a solution to a particular problem or to accomplish a particular goal. Prizes or other incentives may be offered by customers to find innovative or cost-effective solutions to improving open government. Solutions may be ideas, designs, proofs of concept or finished products. SIN 541810ODC must be used in conjunction with the payment for prizes or other incentives.

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

**SIN 541690 Technical Consulting Services**

541690 Services include providing advice and assistance on technical domains and issues (except those covered by the environmental, energy, and IT consulting SINs on this Schedule). Typical associated tasks include, but are not limited to: strategic planning, feasibility analysis, requirements determination, policy interpretation and support, process analysis and/or development, research studies, testing (other than laboratory testing), program analysis, and associated support tasks.

**SIN 541910 Marketing Research and Analysis**

541910 Services include customizing strategic marketing plans, branding initiatives, creating public awareness of products, services, and issues; targeting market identification and analysis, establishing measurable marketing objectives; determining market trends and conditions, identifying and implementing appropriate strategies, conducting focus groups, telemarketing, individual interviews, preparing/distributing surveys, and compiling/analyzing results, establishing call centers (in relation to services provided under this schedule).

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.

**SIN 541990 All Other Professional, Scientific, and Technical Services (Non-IT)**

541990 Services provided include professional, scientific, and technical services not covered under other SINs. Examples include, but are not limited to, the following: appraisal services (except real estate); crisis management; emergency preparedness; emergency management; commodity inspector services; mathematical (both theoretical and applied) and statistical (both theoretical and applied) professional services; performance and impact evaluation services (related to a scientific or technical project); public health planning services; and weather forecasting services.

**SIN 611430 Professional and Management Development Training**

611430 Services include offering an array of short duration courses and seminars for management and professional development. Training for career development may be provided directly to individuals or through employers' training programs, and courses may be customized or modified to meet the special needs of customers. Instruction may be provided in diverse settings, such as the establishment's or agency's training facilities, and through diverse means, such as correspondence, television, the Internet, or other electronic and distance-learning methods. The training provided may include the use of simulators and simulation methods.

Examples include Training Services that are instructor led Training or Web Based Training of Education Courses, Course Development and Test Administration, Learning Management, and Internships; Environmental Training Services in order to meet Federal mandates and Executive Orders; training of agency personnel to deal with media and media responses; Logistics Training Services related to system operations, automated tools for supply and value chain management, property and inventory

management, distribution and transportation management, and maintenance of equipment and facilities; Audit & Financial training services related to course development and instruction required to support audit, review, financial assessment and financial management activities.

Any firm offering Defense Acquisition Workforce Improvement Act (DAWIA) and Federal Acquisition Certification in Contracting (FAC-C) Training for Acquisition Workforce Personnel will include an identify only DAWIA and FAC-C courses that have been deemed DAU equivalent or approved by the Federal Acquisition Institute (FAI).

NOTE: In accordance with OMB Policy Letter 05-01, civilian agencies must follow the course equivalency determinations accepted by the Defense Acquisition University (DAU) to ensure that core training is comparable across the workforce and qualifies for certification. When procuring FAC-C and DAWIA training for the audience identified below, the task order level Contracting Officer shall confirm that the courses being acquired are listed on one of the following websites:

<https://www.fai.gov/drupal/certification/verified-contracting-course-vendor-listing> OR  
<http://icatalog.dau.mil/appg.aspx> (click on commercial vendors). Training Audience Acquisition professionals interested in completing FAC-C or DAWIA.

## GSA Schedule Price List

### Professional Services Positions

<b>SINs 541611 and 611430</b> <b>CONTRACTOR SITE RATES</b> <b>Including corresponding RC (Recovery Contracting) SINs</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Administrative Assistant 1	\$47.52	\$48.95	\$50.42
Administrative Assistant 2	\$52.43	\$54.01	\$55.63
Administrative Assistant/Specialist 3	\$65.20	\$67.16	\$69.17
Analyst 1	\$75.39	\$77.65	\$79.98
Analyst 2	\$78.28	\$80.63	\$83.05
Analyst 3	\$100.04	\$103.04	\$106.13
Executive	\$209.69	\$215.98	\$222.46
Program/Project Manager 1	\$117.13	\$120.65	\$124.27
Program/Project Manager 2	\$143.63	\$147.93	\$152.37
Program/Project Manager 3	\$176.89	\$182.20	\$187.66
Functional Specialist 1	\$112.17	\$115.53	\$119.00
Functional Specialist 2	\$135.09	\$139.14	\$143.31
Functional Specialist 3	\$163.21	\$168.11	\$173.15
Subject Matter Expert	\$251.93	\$259.49	\$267.28
Support Specialist 1	\$61.51	\$63.36	\$65.26
Support Specialist 2	\$78.80	\$81.17	\$83.60
Support Specialist 3	\$114.17	\$117.60	\$121.12
Junior Editor	\$73.10	\$75.29	\$77.55
Journeyman Editor	\$83.75	\$86.26	\$88.85
Senior Editor	\$122.72	\$126.40	\$130.19
Junior Writer	\$73.10	\$75.29	\$77.55
Journeyman Writer	\$83.75	\$86.26	\$88.85
Senior Writer	\$122.72	\$126.40	\$130.19
SME – Writer	\$182.26	\$187.73	\$193.36

<b>SIN 541611</b> <b>CONTRACTOR SITE RATES</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Administrative Professional	\$75.30	\$77.56	\$79.89
Journeyman Administrative Professional	\$83.75	\$86.26	\$88.85
Senior Administrative Professional	\$107.65	\$110.88	\$114.21
Junior Operations Research Analyst	\$75.30	\$77.56	\$79.89
Journeyman Operations Research Analyst	\$83.75	\$86.26	\$88.85
Senior Operations Research Analyst	\$141.05	\$145.28	\$149.64
SME – Operations Research Analyst	\$182.26	\$187.73	\$193.36
Junior Statistician	\$83.75	\$86.26	\$88.85

<b>SIN 541611</b> <b>CONTRACTOR SITE RATES</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Journeyman Statistician	\$94.60	\$97.44	\$100.36
Senior Statistician	\$141.05	\$145.28	\$149.64
SME - Statistician	\$182.26	\$187.73	\$193.36
Junior Management Analyst	\$83.75	\$86.26	\$88.85
Journeyman Management Analyst	\$107.65	\$110.88	\$114.21
Senior Management Analyst	\$141.05	\$145.28	\$149.64
Junior Financial Specialist	\$75.30	\$77.56	\$79.89
Journeyman Financial Specialist	\$94.60	\$97.44	\$100.36
Senior Financial Specialist	\$122.72	\$126.40	\$130.19
Junior General and Operations Managers	\$94.60	\$97.44	\$100.36
Journeyman General and Operations Managers	\$141.05	\$145.28	\$149.64
Senior General and Operations Managers	\$182.26	\$187.73	\$193.36
Junior Social and Community Service Managers	\$83.75	\$86.26	\$88.85
Journeyman Social and Community Service Managers	\$94.60	\$97.44	\$100.36
Senior Social and Community Service Managers	\$141.05	\$145.28	\$149.64
SME - Social and Community Service Managers	\$182.26	\$187.73	\$193.36

<b>SINs 541690 and 541990</b> <b>CONTRACTOR SITE RATES</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Natural Science Manager	\$82.40	\$84.87	\$87.42
Journeyman Natural Science Manager	\$108.82	\$112.08	\$115.44
Journeyman Medical Scientist	\$108.82	\$112.08	\$115.44
SME - Medical Scientist	\$192.41	\$198.18	\$204.13
Junior Life Scientists	\$82.40	\$84.87	\$87.42
Journeyman Life Scientists	\$108.82	\$112.08	\$115.44
Senior Life Scientists	\$169.35	\$174.43	\$179.67
SME - Life Scientists	\$192.41	\$198.18	\$204.13
Junior Economist	\$82.40	\$84.87	\$87.42
Journeyman Economist	\$95.05	\$97.90	\$100.84
Senior Economist	\$169.35	\$174.43	\$179.67
SME - Economist	\$192.41	\$198.18	\$204.13
SME - Epidemiologist	\$192.41	\$198.18	\$204.13
Junior Social Scientist	\$79.99	\$82.39	\$84.86
Journeyman Social Scientist	\$108.82	\$112.08	\$115.44
Senior Social Scientist	\$143.74	\$148.05	\$152.49
SME - Social Scientist	\$192.41	\$198.18	\$204.13
Junior Social Science Research Assistant	\$82.40	\$84.87	\$87.42
Journeyman Social Science Research Assistant	\$108.82	\$112.08	\$115.44

SINs 541690 and 541990 CONTRACTOR SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Senior Science Research Assistant	\$143.74	\$148.05	\$152.49
Junior Historian	\$82.40	\$84.87	\$87.42
Journeyman Historian	\$108.82	\$112.08	\$115.44
Senior Historian	\$143.74	\$148.05	\$152.49
SME - Historian	\$192.41	\$198.18	\$204.13

SIN 611430 CONTRACTOR SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Training and Development Specialist	\$75.30	\$77.56	\$79.89
Journeyman Training and Development Specialist	\$94.60	\$97.44	\$100.36
Senior Training and Development Specialist	\$122.72	\$126.40	\$130.19
Junior Training and Development Managers	\$107.65	\$110.88	\$114.21
Journeyman Training and Development Managers	\$122.72	\$126.40	\$130.19
Senior Training and Development Managers	\$141.05	\$145.28	\$149.64
All prices include an Industrial Funding Fee (IFF) of .75%			



<b>SINs 541611 and 611430</b> <b>CUSTOMER SITE RATES</b> <b>Including corresponding RC (Recovery Contracting) SINs</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Administrative Assistant 1	\$40.39	\$41.60	\$42.85
Administrative Assistant 2	\$44.57	\$45.91	\$47.28
Administrative Assistant/Specialist 3	\$55.42	\$57.08	\$58.79
Analyst 1	\$64.09	\$66.01	\$67.99
Analyst 2	\$66.54	\$68.53	\$70.59
Analyst 3	\$85.04	\$87.59	\$90.22
Executive	\$178.24	\$183.58	\$189.09
Program/Project Manager 1	\$99.57	\$102.55	\$105.63
Program/Project Manager 2	\$122.09	\$125.75	\$129.52
Program/Project Manager 3	\$150.36	\$154.87	\$159.51
Functional Specialist 1	\$95.35	\$98.21	\$101.16
Functional Specialist 2	\$114.81	\$118.26	\$121.81
Functional Specialist 3	\$138.72	\$142.88	\$147.17
Subject Matter Expert	\$214.15	\$220.57	\$227.19
Support Specialist 1	\$52.29	\$53.86	\$55.48
Support Specialist 2	\$66.99	\$69.00	\$71.07
Support Specialist 3	\$97.04	\$99.96	\$102.95
Junior Editor	\$66.72	\$68.72	\$70.78
Journeyman Editor	\$76.44	\$78.73	\$81.09
Senior Editor	\$112.00	\$115.36	\$118.82
Junior Writer	\$66.72	\$68.72	\$70.78
Journeyman Writer	\$76.44	\$78.73	\$81.09
Senior Writer	\$112.00	\$115.36	\$118.82
SME – Writer	\$166.34	\$171.33	\$176.47

<b>SIN 541611</b> <b>CUSTOMER SITE RATES</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Administrative Professional	\$68.73	\$70.79	\$72.91
Journeyman Administrative Professional	\$76.44	\$78.73	\$81.09
Senior Administrative Professional	\$98.25	\$101.20	\$104.24
Junior Operations Research Analyst	\$68.73	\$70.79	\$72.91
Journeyman Operations Research Analyst	\$76.44	\$78.73	\$81.09
Senior Operations Research Analyst	\$128.73	\$132.59	\$136.57
SME – Operations Research Analyst	\$166.34	\$171.33	\$176.47
Junior Statistician	\$76.44	\$78.73	\$81.09
Journeyman Statistician	\$86.33	\$88.92	\$91.59
Senior Statistician	\$128.73	\$132.59	\$136.57
SME - Statistician	\$166.34	\$171.33	\$176.47
Junior Management Analyst	\$76.44	\$78.73	\$81.09

<b>SIN 541611</b> <b>CUSTOMER SITE RATES</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Journeyman Management Analyst	\$98.25	\$101.20	\$104.24
Senior Management Analyst	\$128.73	\$132.59	\$136.57
Junior Financial Specialist	\$68.73	\$70.79	\$72.91
Journeyman Financial Specialist	\$86.33	\$88.92	\$91.59
Senior Financial Specialist	\$112.00	\$115.36	\$118.82
Junior General and Operations Managers	\$86.33	\$88.92	\$91.59
Journeyman General and Operations Managers	\$128.73	\$132.59	\$136.57
Senior General and Operations Managers	\$166.34	\$171.33	\$176.47
Junior Social and Community Service Managers	\$76.44	\$78.73	\$81.09
Journeyman Social and Community Service Managers	\$86.33	\$88.92	\$91.59
Senior Social and Community Service Managers	\$128.73	\$132.59	\$136.57
SME - Social and Community Service Managers	\$166.34	\$171.33	\$176.47

<b>SINS 541690 and 541990</b> <b>CUSTOMER SITE RATES</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Natural Science Manager	\$74.09	\$76.32	\$78.61
Journeyman Natural Science Manager	\$97.85	\$100.79	\$103.81
Journeyman Medical Scientist	\$97.85	\$100.79	\$103.81
SME - Medical Scientist	\$173.02	\$178.21	\$183.55
Junior Life Scientists	\$74.09	\$76.32	\$78.61
Journeyman Life Scientists	\$97.85	\$100.79	\$103.81
Senior Life Scientists	\$152.29	\$156.86	\$161.57
SME - Life Scientists	\$173.02	\$178.21	\$183.55
Junior Economist	\$74.09	\$76.32	\$78.61
Journeyman Economist	\$85.47	\$88.03	\$90.67
Senior Economist	\$152.29	\$156.86	\$161.57
SME - Economist	\$173.02	\$178.21	\$183.55
SME - Epidemiologist	\$173.02	\$178.21	\$183.55
Junior Social Scientist	\$71.92	\$74.08	\$76.30
Journeyman Social Scientist	\$97.85	\$100.79	\$103.81
Senior Social Scientist	\$129.25	\$133.12	\$137.12
SME - Social Scientist	\$173.02	\$178.21	\$183.55
Junior Social Science Research Assistant	\$74.09	\$76.32	\$78.61
Journeyman Social Science Research Assistant	\$97.85	\$100.79	\$103.81
Senior Science Research Assistant	\$129.25	\$133.12	\$137.12
Junior Historian	\$74.09	\$76.32	\$78.61
Journeyman Historian	\$97.85	\$100.79	\$103.81
Senior Historian	\$129.25	\$133.12	\$137.12
SME - Historian	\$173.02	\$178.21	\$183.55

SIN 611430 CUSTOMER SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Training and Development Specialist	\$68.73	\$70.79	\$72.91
Journeyman Training and Development Specialist	\$86.33	\$88.92	\$91.59
Senior Training and Development Specialist	\$112.00	\$115.36	\$118.82
Junior Training and Development Managers	\$98.25	\$101.20	\$104.24
Journeyman Training and Development Managers	\$112.00	\$115.36	\$118.82
Senior Training and Development Managers	\$128.73	\$132.59	\$136.57

SINs 541613 and 541910 CONTRACTOR SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Advertising and Marketing Specialist 1	\$65.57	\$67.53	\$69.56
Advertising and Marketing Specialist 2	\$70.08	\$72.18	\$74.35
Advertising and Marketing Specialist 3	\$75.38	\$77.64	\$79.97
Advertising and Marketing Specialist 4	\$78.95	\$81.31	\$83.75
Health Communication Specialist 1	\$63.47	\$65.38	\$67.34
Health Communication Specialist 2	\$79.32	\$81.70	\$84.16
Health Communication Specialist 3	\$95.26	\$98.11	\$101.06
Health Communication Specialist 4	\$120.91	\$124.54	\$128.28
Junior Editor	\$73.10	\$75.29	\$77.55
Journeyman Editor	\$83.75	\$86.26	\$88.85
Senior Editor	\$122.72	\$126.40	\$130.19
Junior Public Relations Specialist	\$75.30	\$77.56	\$79.89
Journeyman Public Relations Specialist	\$94.60	\$97.44	\$100.36
Senior Public Relations Specialist	\$141.05	\$145.28	\$149.64
SME – Public Relations Specialist	\$182.26	\$187.73	\$193.36
Junior Writer	\$73.10	\$75.29	\$77.55
Journeyman Writer	\$83.75	\$86.26	\$88.85
Senior Writer	\$122.72	\$126.40	\$130.19
SME – Writer	\$182.26	\$187.73	\$193.36
Junior Public Relations and Fundraising Managers	\$75.30	\$77.56	\$79.89
Journeyman Public Relations and Fundraising Managers	\$83.75	\$86.26	\$88.85
Senior Public Relations and Fundraising Managers	\$107.65	\$110.88	\$114.21
Junior Social and Community Service Managers	\$83.75	\$86.26	\$88.85
Journeyman Social and Community Service Managers	\$94.60	\$97.44	\$100.36
Senior Social and Community Service Managers	\$141.05	\$145.28	\$149.64
SME - Social and Community Service Managers	\$182.26	\$187.73	\$193.36

SINs 541613 and 541910 CONTRACTOR SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Junior Survey Researcher	\$75.30	\$77.56	\$79.89
Journeyman Survey Researcher	\$94.60	\$97.44	\$100.36
Senior Survey Researcher	\$122.72	\$126.40	\$130.19
SME - Survey Researcher	\$182.26	\$187.73	\$193.36
Junior Research Assistants and Technicians	\$75.30	\$77.56	\$79.89
Journeyman Research Assistants and Technicians	\$94.60	\$97.44	\$100.36
Senior Research Assistants and Technicians	\$122.72	\$126.40	\$130.19
SME - Research Assistants and Technicians Research Assistants and Technicians	\$182.26	\$187.73	\$193.36

SINs 541613 and 541910 CUSTOMER SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Advertising and Marketing Specialist 1	\$61.34	\$63.18	\$65.07
Advertising and Marketing Specialist 2	\$65.58	\$67.55	\$69.57
Advertising and Marketing Specialist 3	\$70.53	\$72.65	\$74.83
Advertising and Marketing Specialist 4	\$73.87	\$76.09	\$78.37
Health Communication Specialist 1	\$59.38	\$61.16	\$62.99
Health Communication Specialist 2	\$74.23	\$76.45	\$78.75
Health Communication Specialist 3	\$89.13	\$91.80	\$94.56
Health Communication Specialist 4	\$113.14	\$116.53	\$120.03
Junior Editor	\$66.72	\$68.72	\$70.78
Journeyman Editor	\$76.44	\$78.73	\$81.09
Senior Editor	\$112.00	\$115.36	\$118.82
Junior Public Relations Specialist	\$68.73	\$70.79	\$72.91
Journeyman Public Relations Specialist	\$86.33	\$88.92	\$91.59
Senior Public Relations Specialist	\$128.73	\$132.59	\$136.57
SME – Public Relations Specialist	\$166.34	\$171.33	\$176.47
Junior Writer	\$66.72	\$68.72	\$70.78
Journeyman Writer	\$76.44	\$78.73	\$81.09
Senior Writer	\$112.00	\$115.36	\$118.82
SME – Writer	\$166.34	\$171.33	\$176.47
Junior Public Relations and Fundraising Managers	\$68.73	\$70.79	\$72.91
Journeyman Public Relations and Fundraising Managers	\$76.44	\$78.73	\$81.09
Senior Public Relations and Fundraising Managers	\$98.25	\$101.20	\$104.24
Junior Social and Community Service Managers	\$76.44	\$78.73	\$81.09

SINs 541613 and 541910 CUSTOMER SITE RATES			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Journeyman Social and Community Service Managers	\$86.33	\$88.92	\$91.59
Senior Social and Community Service Managers	\$128.73	\$132.59	\$136.57
SME - Social and Community Service Managers	\$166.34	\$171.33	\$176.47
Junior Survey Researcher	\$68.73	\$70.79	\$72.91
Journeyman Survey Researcher	\$86.33	\$88.92	\$91.59
Senior Survey Researcher	\$112.00	\$115.36	\$118.82
SME - Survey Researcher	\$166.34	\$171.33	\$176.47
Junior Research Assistants and Technicians	\$68.73	\$70.79	\$72.91
Journeyman Research Assistants and Technicians	\$86.33	\$88.92	\$91.59
Senior Research Assistants and Technicians	\$112.00	\$115.36	\$118.82
SME - Research Assistants and Technicians Research Assistants and Technicians	\$166.34	\$171.33	\$176.47

<b>SINs 541620, 562910REM and 611430</b> <b>CONTRACTOR SITE RATES</b> including corresponding RC (Recovery Contracting) SINs			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Administrative	\$43.66	\$44.97	\$46.32
Administrative Manager 1	\$120.99	\$124.62	\$128.36
Administrative Manager 2	\$135.83	\$139.91	\$144.11
Administrative Manager 3	\$176.94	\$182.25	\$187.72
Engineer 1	\$114.96	\$118.41	\$121.96
Engineer 2	\$133.92	\$137.94	\$142.08
Engineer 3	\$140.98	\$145.21	\$149.57
Engineer 4	\$196.18	\$202.07	\$208.13
Health Education 1	\$68.93	\$71.00	\$73.13
Health Education 2	\$83.90	\$86.42	\$89.01
Health Education 3	\$91.01	\$93.74	\$96.55
Health Physicist 1	\$92.95	\$95.74	\$98.61
Health Physicist 2	\$123.49	\$127.19	\$131.01
Health Physicist 3	\$138.52	\$142.67	\$146.95
Health Physicist 4	\$174.44	\$179.67	\$185.06
Health Physics Technician 2	\$82.09	\$84.55	\$87.09
Multimedia Developer 1	\$56.92	\$58.62	\$60.38
Multimedia Developer 2	\$77.69	\$80.02	\$82.42
Radiochemist 3	\$146.03	\$150.41	\$154.92
Radiological Laboratory Manager	\$166.89	\$171.90	\$177.05
Radiological Laboratory Programmer/Analyst 3	\$119.95	\$123.55	\$127.26
Scientist 1	\$68.38	\$70.43	\$72.54
Scientist 2	\$114.74	\$118.17	\$121.72
Scientist 3	\$148.33	\$152.78	\$157.37
Scientist 4	\$185.08	\$190.63	\$196.35
Specialist 1	\$55.31	\$56.97	\$58.68
Specialist 2	\$71.50	\$73.65	\$75.86
Specialist 3	\$90.33	\$93.04	\$95.84
Specialist 4	\$98.52	\$101.48	\$104.52
Specialist 5	\$109.46	\$112.75	\$116.13
Specialist 6	\$131.03	\$134.96	\$139.01
Training 1	\$65.92	\$67.90	\$69.94
Training 2	\$77.85	\$80.19	\$82.59
Training 3	\$90.93	\$93.65	\$96.46
Training 4	\$111.55	\$114.89	\$118.34
Training Research Associate 1	\$43.59	\$44.90	\$46.24
Training Research Associate 2	\$61.72	\$63.57	\$65.48

<b>SINs 541620 and 562910REM</b> <b>CONTRACTOR SITE RATES</b> <b>including corresponding RC (Recovery Contracting) SINs</b>			
<b>LABOR CATEGORY</b>	<b>Year 8 July 20, 2022 to July 19, 2023</b>	<b>Year 9 July 20, 2023 to July 19, 2024</b>	<b>Year 10 July 20, 2024 to July 19, 2025</b>
Junior Administrative Professional	\$75.30	\$77.56	\$79.89
Journeyman Administrative Professional	\$83.75	\$86.26	\$88.85
Senior Administrative Professional	\$107.65	\$110.88	\$114.21
Junior Editor	\$73.10	\$75.29	\$77.55
Journeyman Editor	\$83.75	\$86.26	\$88.85
Senior Editor	\$122.72	\$126.40	\$130.19
Junior Writer	\$73.10	\$75.29	\$77.55
Journeyman Writer	\$83.75	\$86.26	\$88.85
Senior Writer	\$122.72	\$126.40	\$130.19
SME – Writer	\$182.26	\$187.73	\$193.36
Junior Emergency Management Director	\$75.30	\$77.56	\$79.89
Journeyman Emergency Management Director	\$97.45	\$100.37	\$103.38
Senior Emergency Management Director	\$122.72	\$126.40	\$130.19
SME - Emergency Management Director	\$182.26	\$187.73	\$193.36
Junior Survey Researcher	\$75.30	\$77.56	\$79.89
Journeyman Survey Researcher	\$94.60	\$97.44	\$100.36
Senior Survey Researcher	\$122.72	\$126.40	\$130.19
SME - Survey Researcher	\$182.26	\$187.73	\$193.36
Junior Research Assistants and Technicians	\$75.30	\$77.56	\$79.89
Journeyman Research Assistants and Technicians	\$94.60	\$97.44	\$100.36
Senior Research Assistants and Technicians	\$122.72	\$126.40	\$130.19
SME - Research Assistants and Technicians Research Assistants and Technicians	\$182.26	\$187.73	\$193.36

<b>SINs 541620, 562910REM and 611430</b> <b>CUSTOMER SITE RATES</b> <b>Including corresponding RC (Recovery Contracting) SINs</b>			
<b>LABOR CATEGORY</b>	<b>Year 8 July 20, 2022 to July 19, 2023</b>	<b>Year 9 July 20, 2023 to July 19, 2024</b>	<b>Year 10 July 20, 2024 to July 19, 2025</b>
Administrative	\$37.97	\$39.11	\$40.28
Administrative Manager 1	\$105.21	\$108.37	\$111.62
Administrative Manager 2	\$118.11	\$121.66	\$125.31
Administrative Manager 3	\$153.86	\$158.47	\$163.23
Engineer 1	\$99.95	\$102.95	\$106.04
Engineer 2	\$116.46	\$119.95	\$123.55
Engineer 3	\$122.59	\$126.26	\$130.05
Engineer 4	\$170.59	\$175.71	\$180.98
Health Education 1	\$59.93	\$61.73	\$63.58
Health Education 2	\$72.95	\$75.14	\$77.39
Health Education 3	\$79.14	\$81.51	\$83.96
Health Physicist 1	\$80.83	\$83.25	\$85.75
Health Physicist 2	\$107.38	\$110.60	\$113.92
Health Physicist 3	\$120.45	\$124.07	\$127.79
Health Physicist 4	\$151.69	\$156.24	\$160.93
Health Physics Technician 2	\$71.38	\$73.52	\$75.73
Multimedia Developer 1	\$49.49	\$50.98	\$52.51
Multimedia Developer 2	\$67.56	\$69.59	\$71.67
Radiochemist 3	\$126.98	\$130.79	\$134.71
Radiological Laboratory Manager	\$145.12	\$149.47	\$153.95
Radiological Laboratory Programmer/Analyst 3	\$104.31	\$107.43	\$110.66
Scientist 1	\$59.45	\$61.23	\$63.07
Scientist 2	\$99.77	\$102.76	\$105.85
Scientist 3	\$128.98	\$132.85	\$136.83
Scientist 4	\$160.95	\$165.78	\$170.75
Specialist 1	\$48.09	\$49.54	\$51.02
Specialist 2	\$62.18	\$64.04	\$65.96
Specialist 3	\$78.55	\$80.90	\$83.33
Specialist 4	\$85.68	\$88.25	\$90.89
Specialist 5	\$95.17	\$98.03	\$100.97
Specialist 6	\$113.94	\$117.35	\$120.87
Training 1	\$57.33	\$59.05	\$60.82
Training 2	\$67.69	\$69.72	\$71.81
Training 3	\$79.06	\$81.43	\$83.87
Training 4	\$96.99	\$99.90	\$102.90
Training Research Associate 1	\$37.89	\$39.03	\$40.20
Training Research Associate 2	\$53.67	\$55.28	\$56.94



<b>SINs 541620 and 562910REM</b> <b>CUSTOMER SITE RATES</b> <b>Including corresponding RC (Recovery Contracting) SINs</b>			
<b>LABOR CATEGORY</b>	<b>Year 8 July 20, 2022 to July 19, 2023</b>	<b>Year 9 July 20, 2023 to July 19, 2024</b>	<b>Year 10 July 20, 2024 to July 19, 2025</b>
Junior Administrative Professional	\$68.73	\$70.79	\$72.91
Journeyman Administrative Professional	\$76.44	\$78.73	\$81.09
Senior Administrative Professional	\$98.25	\$101.20	\$104.24
Junior Editor	\$66.72	\$68.72	\$70.78
Journeyman Editor	\$76.44	\$78.73	\$81.09
Senior Editor	\$112.00	\$115.36	\$118.82
Junior Writer	\$66.72	\$68.72	\$70.78
Journeyman Writer	\$76.44	\$78.73	\$81.09
Senior Writer	\$112.00	\$115.36	\$118.82
SME – Writer	\$166.34	\$171.33	\$176.47
Junior Emergency Management Director	\$68.73	\$70.79	\$72.91
Journeyman Emergency Management Director	\$88.93	\$91.60	\$94.35
Senior Emergency Management Director	\$112.00	\$115.36	\$118.82
SME - Emergency Management Director	\$166.34	\$171.33	\$176.47
Junior Survey Researcher	\$68.73	\$70.79	\$72.91
Journeyman Survey Researcher	\$86.33	\$88.92	\$91.59
Senior Survey Researcher	\$112.00	\$115.36	\$118.82
SME - Survey Researcher	\$166.34	\$171.33	\$176.47
Junior Research Assistants and Technicians	\$68.73	\$70.79	\$72.91
Journeyman Research Assistants and Technicians	\$86.33	\$88.92	\$91.59
Senior Research Assistants and Technicians	\$112.00	\$115.36	\$118.82
SME - Research Assistants and Technicians	\$166.34	\$171.33	\$176.47
Research Assistants and Technicians			

## Training Courses

<b>SIN 611430</b> <b>including corresponding RC (Recovery Contracting) SINs</b>			
TRAINING COURSE	COURSE LENGTH	MIN/MAX # PARTICIPANTS	CONTRACTOR SITE RATES
Applied Health Physics	5 weeks	16/24	\$9,995.00
Air Sampling for Radioactive Materials	5 days	16/24	\$1,995.00
Environmental Monitoring	5 days	16/24	\$1,995.00
Gamma Spectroscopy	5 days	16/24	\$1,995.00
Medical Radiation Safety Officer Training	5 days	16/24	\$1,995.00
Multi-Agency Radiation Survey & Site Investigation Manual (MARRSIM)	5 days	16/24	\$1,995.00
Multi-Agency Radiation Survey & Site Investigation Manual and Equipment (MARRSIM E)	4 days	16/24	\$1,595.00
Occupational Internal Dosimetry	4.5 days	16/24	\$1,995.00
Radiation Safety Officer Training	5 days	16/24	\$1,995.00
Site Characterization in Support of Decommissioning: Planning, Implementation, and Evaluation	4.5 days	16/24	\$1,995.00
<b>All prices include an Industrial Funding Fee (IFF) of .75%</b>			

## Human Capital Category Services

### ORAU Placement Services

<b>SIN 541612HC</b> <b>CONTRACTOR SITE RATES</b> <b>Including corresponding RC (Recovery Contracting) SINS</b>			
LABOR CATEGORY	Year 8 July 20, 2022 to July 19, 2023	Year 9 July 20, 2023 to July 19, 2024	Year 10 July 20, 2024 to July 19, 2025
Recruitment/ Placement Administrative Assistant 1	\$52.85	\$54.44	\$56.07
Recruitment/ Placement Administrative Assistant 2	\$72.72	\$74.90	\$77.15
Immigration Specialist	\$71.16	\$73.29	\$75.49
Recruiter	\$91.55	\$94.30	\$97.13
Recruitment/ Placement Program Manager 1	\$110.56	\$113.88	\$117.30
Recruitment/ Placement Program Manager 2	\$125.78	\$129.55	\$133.44
Recruitment/ Placement Senior Program Director	\$141.97	\$146.23	\$150.62
Recruitment/ Placement Business Support Analyst	\$77.83	\$80.16	\$82.56
Recruitment/ Placement Support Specialist 1	\$59.25	\$61.03	\$62.86
Recruitment/ Placement Support Specialist 2	\$109.55	\$112.84	\$116.23
Recruitment/ Placement Database Manager	\$118.57	\$122.13	\$125.79

**ORAU Research Participant Positions**

<b>SIN 541612HC</b> <b>CUSTOMER SITE RATES</b> <b>Including corresponding RC (Recovery Contracting) SINS</b>			
<b>LABOR CATEGORY</b>	<b>Year 8 July 20, 2022 to July 19, 2023</b>	<b>Year 9 July 20, 2023 to July 19, 2024</b>	<b>Year 10 July 20, 2024 to July 19, 2025</b>
Post Bachelor's Research Assistant (General Skills) - Level 1	\$31.21	\$32.15	\$33.11
Postgraduate Research Associate (General Skills) - Level 2	\$38.18	\$39.33	\$40.51
Post Bachelor's Research Assistant (Specialized Skills) - Level 3	\$46.19	\$47.58	\$49.01
Postgraduate Research Associate (Specialized Skills) - Level 4	\$55.35	\$57.01	\$58.72
Post Bachelor's Research Assistant (Hard To Find Skills) - Level 5	\$71.97	\$74.13	\$76.35
Postgraduate Research Associate (Hard To Find Skills) - Level 6	\$93.57	\$96.38	\$99.27
Postdoctoral Research Associates (General Skills) - Level 1	\$43.12	\$44.41	\$45.74
Postdoctoral Research Associates Specialized Skills) - Level 2	\$53.89	\$55.51	\$57.18
Postdoctoral Research Associates (Hard To Find Skills) - Level 3	\$66.33	\$68.32	\$70.37
Postdoctoral Research Specialists (General Skills) - Level 1	\$70.48	\$72.59	\$74.77
Postdoctoral Research Specialists (Specialized Skills) - Level 2	\$87.06	\$89.67	\$92.36
Postdoctoral Research Specialists (Hard To Find Skills) - Level 3	\$145.10	\$149.45	\$153.93

SCLS MATRIX		
ELIGIBLE CONTRACT LABOR CATEGORY	EQUIVALENT CODE TITLE	WD NUMBER
Administrative Assistant 1	01311- Secretary I	2015-4643
Administrative Assistant 2	01313- Secretary III	2015-4643
Administrative Assistant 3	01313- Secretary III	2015-4643
Support Specialist 1	01613- Word Processor III	2015-4643
Support Specialist 2	01613- Word Processor III	2015-4643
Support Specialist 3	(not set)- Senior Health Physics Technicians	1994-0520
Health Physics Technician 2	(not set)- Health Physics Technicians III	1994-0520
Junior Administrative Professional	01313 - Secretary III	2015-4643
Junior Operations Research Analyst	01313 - Secretary III	2015-4643
Junior Financial Specialists	01313 - Secretary III	2015-4643
Junior Training and Development Specialist	01313 - Secretary III	2015-4643
Junior Public Relations Specialist	01313 - Secretary III	2015-4643
Junior Public Relations and Fundraising Manager	01313 - Secretary III	2015-4643
Junior Research Assistants and Technicians	30210 – Laboratory Technician	2015-4643
Journeyman Research Assistants and Technicians	30210 – Laboratory Technician	2015-4643
Junior Natural Science Manager	30210 – Laboratory Technician	2015-4643
Junior Medical Scientist	12130- Medical Laboratory Technician	2015-4643
Junior Life Scientist	30210 – Laboratory Technician	2015-4643
Junior Economist	30240 – Mathematical Technician	2015-4643
Junior Social Science Research Assistant	01313 – Secretary III	2015-4643
Junior Historian	01313 – Secretary III	2015-4643
Junior Survey Researcher	01313 - Secretary III	2015-4643
Junior Research Assistant	30210 – Laboratory Technician	2015-4643
Junior Emergency Management Director	15090 - Technical Instructor	2015-4643

The Service Contract Labor Standards (SCLS) is applicable to this contract, and it includes SCLS - applicable labor categories. The prices for the cited SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices offered are in line with the geographic scope of the contract (i.e., nationwide).

## PROFESSIONAL SERVICES CATEGORY - Labor Categories and Qualifications

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Administrative Assistant 1	High school degree or equivalent with a minimum of 1 year of experience.	At a minimum, possesses personal computer skills, ability to operate and adjust copier equipment to produce printed materials, and maintains files; follows methods either developed by self or others under close supervision, makes choices from knowledge of accepted methods, and makes decisions within the scope of own assignments. Assignments may include duplicating, packaging, and distributing materials for training or exercise sessions, and maintaining files, bibliographies, or databases related to programs, studies, training, exercises, or policy/regulation development.
Administrative Assistant 2	Associates degree and 3 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses personal computer skills, ability to operate and adjust copier equipment to produce printed materials, maintains files. Provides administrative support for moderately complex projects with minimal supervision, including logistics and event support for training or exercise sessions, and development and maintenance of files, bibliographies, or databases related to programs, studies, training, exercises, or policy/regulation development.
Administrative Assistant/ Specialist 3	Associates degree and 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses personal computer skills, ability to operate and adjust copier equipment to produce printed materials, maintains files. Provides expert administrative support for complex projects, including planning and oversight of logistics for training or exercise sessions, and planning and implementing bibliographies, databases, or filing systems related to programs, studies, training, exercises, or policy/regulation development.
Analyst 1	Bachelor's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides support to project teams in the design and development of planning, audit, evaluation, exercise, training, study, or policy/regulation development activities. Conducts interviews and gathers information in support of planning, audit, evaluation, exercise, training, study, or policy/regulation development activities. Assists in writing, developing, coordinating, and implementing planning, audit, evaluation, exercise, training, study, or policy/regulation development activities.
Analyst 2	Bachelor's degree and a minimum of 3 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Works closely with Analyst 3, Program/Project Manager, and/or Functional Specialist to define and conduct activities in support of planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives.

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Analyst 3	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Requires an extensive knowledge of the theories, principles, and practices within at least one professional or scientific field, as well as a working knowledge of the general issues involving related departments or functional areas. Assists Program/Project Manager and/or Functional Specialist with planning and developing effective planning, audit, evaluation, exercise, training, study, or policy/regulation development activities. Serves as lead individual for assigned tasks or projects and provides subject expertise to other project teams as required. Provides project management support and direction for specific projects, involving a team of internal and external functional/subject matter experts, as well as other internal staff. Analyzes client needs and conducts research, writes reports, or develops other products in support of planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives.
Executive	Master's degree and 15 years of relevant experience required. Two years of additional experience may be substituted for each year of a college degree.	Provides strategic leadership for projects and programs, including understanding of agency mission-oriented business initiatives and programs, agency stakeholders, and policy/regulatory environments. Oversees projects and programs to ensure that overall goals and objectives are met. Interacts with leadership in customer and other organizations.
Program/Project Manager 1	Bachelor's degree and a minimum 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Position requires extensive knowledge of a particular field of specialization and applicable laws, codes, principles, and practices. Work requires resourcefulness and initiative in developing solutions to a wide range of complex and difficult problems related to planning, audit, evaluation, exercise, training, study, or policy/regulation development activities. Applies a working knowledge of related fields and requires the application of judgment in interpreting policies and procedures. Manages the products and services being provided by a team to the client.
Program/Project Manager 2	Master's degree and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Comprehensive knowledge of the applicable laws, codes, principles, and practices of a professional or administrative specialty and demonstrated management skills and abilities. Develops solutions to difficult and complex problems related to planning, audit, evaluation, exercise, training, study, or policy/regulation development activities that are not covered by established methods. Work requires considerable judgment and ingenuity in developing new methods, criteria, and applications to specific areas of responsibility; applies a working knowledge of related fields; and requires the continuous exercise of judgment in applying and interpreting policies and procedures. Manages teams, including subcontractors, to deliver products and services to the client.
Program/Project Manager 3	Master's degree and a minimum of 15 years of relevant experience. Two	Mastery of the applicable laws, principles, and practices of a professional or administrative field and demonstrated skills and abilities in planning, organizing, and managing activities to accomplish planning, audit, evaluation, exercise, training, study, or policy/regulation development

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
	years of additional experience may be substituted for each year of a college degree.	objectives. Work requires the development and administration of programs within prescribed policies, based on the appraisal of facts, trends, and the evaluation of anticipated results and their relation to overall departmental and organizational objectives. Manages teams, including subcontractors, to deliver products and services to the client.
Functional Specialist 1	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses knowledge in a designated field or discipline of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Participates in developing studies, analyses, research/solutions, and training. Applies and interprets standard methods to assigned problems. Determines own approach to problem and devises solutions when task is within scope of own ability. Initiates and carries out appropriate self-developed efforts.
Functional Specialist 2	Master's degree and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses demonstrated knowledge in a designated field or discipline of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Applies advanced principles, theories, and concepts in developing studies, analyses, research/solutions and training. Develops or directs the development of solutions to complex problems.
Functional Specialist 3	Master's degree and a minimum of 15 years of relevant experience or PhD with a minimum of 10 years' experience. Two years of additional experience may be substituted for each year of a college degree.	Senior expert with extensive knowledge in a field or discipline of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Applies new and/or advanced principles, theories, and concepts in developing studies, analyses, research/solutions, and training. Develops or directs the development of solutions to complex problems requiring innovation. May write and publish in peer-reviewed journals.
Subject Matter Expert	PhD and 20 years' experience. Two years of additional experience may be substituted for each year of a college degree.	Senior expert with extensive domain knowledge and experience of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Provides guidance regarding vision and strategy. Experience using new methodologies for solving problems and ensuring that systems are in compliance with organizational requirements. Analyzes needs to determine functional requirements; performs functional allocation to identify required tasks and their interrelationships. May develop recommendations for process changes to include new solutions and new technology. Recognized as an authority in a field or discipline. May write and publish in peer-reviewed journals.



SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Support Specialist 1	Bachelor's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides routine support services in a technical specialty area such as engineering, healthcare, homeland security, technical/scientific disciplines, programming, graphic design, multimedia production, technical writing/editing, desktop publishing, or financial operations. Support may include design, layout, and editing of study reports, training or exercise materials, and other analytical or consulting products; periodic financial reporting as required by contract; technical support for Web-based training and exercise sessions; and custom database or application configuration or development to support programs, studies, training, exercises, or policy/regulation development.
Support Specialist 2	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides support services in a technical specialty area such as engineering, healthcare, homeland security, technical/scientific disciplines, programming, graphic design, multimedia production, technical writing/editing, desktop publishing, or financial operations. Collaborates with analysts, functional specialists, subject matter experts, and project managers to produce products and solutions. Leads tasks. Support may include design, layout, and editing of study reports, training or exercise materials, and other analytical or consulting products; periodic financial reporting as required by contract; technical support for Web-based training and exercise sessions; and custom database or application configuration or development to support programs, studies, training, exercises, or policy/regulation development.
Support Specialist 3	Bachelor's degree and 10 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides expert support services in a technical specialty area such as engineering, healthcare, homeland security, technical/scientific disciplines, programming, graphic design, multimedia production, technical writing/editing, desktop publishing, or financial operations. Collaborates with analysts, functional specialists, subject matter experts, and project managers to produce products and solutions. Leads and helps define tasks and may manage the work of other support specialists. Support may include design, layout, and editing of study reports, training or exercise materials, and other analytical or consulting products; periodic financial reporting as required by contract; technical support for Web-based training and exercise sessions; and custom database or application configuration or development to support programs, studies, training, exercises, or policy/regulation development.
Junior Administrative Professional	BA or BS degree and 0 years experience.	Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Administrative Professional	BA or BS degree and 3 years experience.	Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. Typically performs all functional duties independently.

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Senior Administrative Professional	Master's degree and 10 years experience. Bachelors and two additional years of experience may be substituted.	Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Operations Research Analyst	BA or BS degree and 0 years experience.	Formulate and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. May collect and analyze data and develop decision support software, service, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Operations Research Analyst	BA or BS degree and 3 years experience.	Formulate and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. May collect and analyze data and develop decision support software, service, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation. Typically performs all functional duties independently.
Senior Operations Research Analyst	Master's degree and 10 years experience.	Formulate and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. May collect and analyze data and develop decision support software, service, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME – Operations Research Analyst	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Operations Research functions.
Junior Statistician	BA or BS degree and 0 years experience.	Develop or apply mathematical or statistical theory and methods to collect, organize, interpret, and summarize numerical data to provide usable information. May specialize in fields such as bio-statistics, agricultural statistics, business statistics, or economic statistics. Includes

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
		mathematical and survey statisticians. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Statistician	BA or BS degree and 3 years experience.	Develop or apply mathematical or statistical theory and methods to collect, organize, interpret, and summarize numerical data to provide usable information. May specialize in fields such as bio-statistics, agricultural statistics, business statistics, or economic statistics. Includes mathematical and survey statisticians. Typically performs all functional duties independently.
Senior Statistician	Master's degree and 10 years experience.	Develop or apply mathematical or statistical theory and methods to collect, organize, interpret, and summarize numerical data to provide usable information. May specialize in fields such as bio-statistics, agricultural statistics, business statistics, or economic statistics. Includes mathematical and survey statisticians. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME - Statistician	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Statistician functions.
Junior Management Analyst	BA or BS degree and 0 years experience.	Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants and Financial Analysts. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Management Analyst	BA or BS degree and 3 years experience.	Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants and Financial Analysts. Typically performs all functional duties independently.
Senior Management Analyst	Master's degree and 10 years experience.	Lead and/or conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
		program analysts and management consultants and Financial Analysts. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Financial Specialists	BA or BS degree and 0 years experience.	Financial Specialist functions of cost estimating, budget analysis and all other financial analyst functions. Responsibilities include preparing cost estimates for services to aid management in bidding or determining price of products or services. May specialize according to particular service performed. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Financial Specialists	BA or BS degree and 3 years experience.	Financial Specialist functions of cost estimating, budget analysis and all other financial analyst functions. Responsibilities include preparing cost estimates for services to aid management in bidding or determining price of products or services. May specialize according to particular service performed. Typically performs all functional duties independently. May oversee the efforts of less senior staff and be responsible for the efforts of all staff assigned to a specific job.
Senior Financial Specialists	Master's degree and 10 years experience.	Financial Specialist functions of cost estimating, budget analysis and all other financial analyst functions. Responsibilities include preparing cost estimates for services to aid management in bidding or determining price of products or services. May specialize according to particular service performed. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior General and Operations Managers	BA or BS degree and 0 years experience.	Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services.
Journeyman General and Operations Managers	BA or BS degree and 3 years experience.	Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services.
Senior General and Operations Managers	Master's degree and 10 years experience.	Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services.
Junior Social and Community Service Managers	BA or BS degree and 0 years experience.	Coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.
Journeyman Social and	BA or BS degree and 3 years experience.	Direct, or coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Community Service Managers		budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.
Senior Social and Community Service Managers	Master's degree and 10 years experience.	Plan, direct, or coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.
SME - Social and Community Service Managers	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Social and Community Service Manager Functions.
Junior Editor	BA or BS degree and 0 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Editor	BA or BS degree and 3 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Typically performs all functional duties independently. Typically performs all functional duties independently.
Senior Editor	Master's degree and 10 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Writer	BA or BS degree and 0 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Writer	BA or BS degree and 3 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Typically performs all functional duties independently.

SIN 541611 INTEGRATED CONSULTING SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Senior Writer	Master's degree and 10 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME – Writer	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Writer functions.

**SIN 541690 TECHNICAL CONSULTING SERVICES**
**SIN 541990 ALL OTHER PROFESSIONAL, SCIENTIFIC, and TECHNICAL SERVICES (Non-IT)**

Labor Category	Minimum Education and Experience Requirements* (See Matrix below)	Duties/Responsibilities
Junior Natural Science Manager	Bachelor's degree and 0 years experience.	Natural Science Managers plan, direct, or coordinate activities in such fields as life sciences, physical sciences, mathematics, statistics, and research and development in these fields.
Journeyman Natural Science Manager	Bachelor's degree and 3 years experience.	Natural Science Managers plan, direct, or coordinate activities in such fields as life sciences, physical sciences, mathematics, statistics, and research and development in these fields.
Journeyman Medical Scientist	Master's degree or equivalent degree, and 3 years experience.	Medical Scientists, except Epidemiologists, conduct research dealing with the understanding of human diseases and the improvement of human health. Engage in clinical investigation, research and development, or other related activities. Includes physicians, dentists, public health specialists, pharmacologists, and medical pathologists who primarily conduct research. Typically performs all functional duties independently.
SME - Medical Scientist	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Medical Scientist functions.
Junior Life Scientists	Bachelor's degree and 0 years experience.	Life Scientists examine the anatomy, physiology and biochemistry of humans, animals, plants and other living organisms to better understand how living organisms function and interact with each other and the environment in which they live. Functions: designing and conducting experiments, making observations and measurements, researching information, analyzing data, preparing or supervising the preparation of laboratory reports and scientific papers, presenting findings at scientific meetings and conferences. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Life Scientists	Bachelor's degree and 3 years experience.	Life Scientists examine the anatomy, physiology and biochemistry of humans, animals, plants and other living organisms to better understand how living organisms function and interact with each other and the environment in which they live. Functions: designing and conducting experiments, making observations and measurements, researching information, analyzing data, preparing or supervising the preparation of laboratory reports and scientific papers, presenting findings at scientific meetings and conferences. Typically performs all functional duties independently.



Senior Life Scientists	Master's degree or equivalent degree and 5 years experience.	Life Scientists examine the anatomy, physiology and biochemistry of humans, animals, plants and other living organisms to better understand how living organisms function and interact with each other and the environment in which they live. Functions: designing and conducting experiments, making observations and measurements, researching information, analyzing data, preparing or supervising the preparation of laboratory reports and scientific papers, presenting findings at scientific meetings and conferences. May oversee and supervise the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME - Life Scientists	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Economist functions. Includes Life Scientist functions.
Junior Economist	Bachelor's degree and 0 years experience.	Economists conduct research, prepare reports, or formulate plans to address economic problems related to the production and distribution of goods and services or monetary and fiscal policy. May collect and process economic and statistical data using sampling techniques and econometric methods. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Economist	Bachelor's degree and 3 years experience.	Economists conduct research, prepare reports, or formulate plans to address economic problems related to the production and distribution of goods and services or monetary and fiscal policy. May collect and process economic and statistical data using sampling techniques and econometric methods. Typically performs all functional duties independently.
Senior Economist	Master's degree or equivalent degree and 5 years experience.	Economists conduct research, prepare reports, or formulate plans to address economic problems related to the production and distribution of goods and services or monetary and fiscal policy. May collect and process economic and statistical data using sampling techniques and econometric methods. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME - Economist	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Economist functions.



SME - Epidemiologist	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Epidemiologist functions.
Junior Social Scientist	Bachelor's degree and 0 years experience.	A social scientist performs research on the link between society and human behavior, sometimes for a university. They often specialize in a field such as geology, economics, anthropology, sociology, or history. Job duties include planning, designing, and compiling complex research projects; participating in qualitative and quantitative data collection, conduct field studies, and perform statistical analysis. An important part of being a social scientist is interpreting research and understanding its applications. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Social Scientist	Bachelor's degree and 3 years experience.	A social scientist performs research on the link between society and human behavior, sometimes for a university. They often specialize in a field such as geology, economics, anthropology, sociology, or history. Job duties include planning, designing, and compiling complex research projects; participating in qualitative and quantitative data collection, conduct field studies, and perform statistical analysis. An important part of being a social scientist is interpreting research and understanding its applications. Typically performs all functional duties independently.
Senior Social Scientist	Master's degree or equivalent degree and 5 years experience.	A social scientist performs research on the link between society and human behavior, sometimes for a university. They often specialize in a field such as geology, economics, anthropology, sociology, or history. Job duties include planning, designing, and compiling complex research projects; participating in qualitative and quantitative data collection, conduct field studies, and perform statistical analysis. An important part of being a social scientist is interpreting research and understanding its applications. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME - Social Scientist	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Social Scientist functions.

Junior Social Science Research Assistant	Bachelor's and 0 years experience.	Assist social scientists in laboratory, survey, and other social science research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Social Science Research Assistant	Bachelor's degree and 3 years experience.	Assist social scientists in laboratory, survey, and other social science research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Typically performs all functional duties independently.
Senior Science Research Assistant	Bachelor's degree or equivalent and 5 years experience.	Assist social scientists in laboratory, survey, and other social science research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Historian	Bachelor's degree and 0 years experience.	Research, analyze, record, and interpret the past as recorded in sources, such as government and institutional records, newspapers and other periodicals, photographs, interviews, films, electronic media, and unpublished manuscripts, such as personal diaries and letters. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Historian	Bachelor's degree, and 3 years experience.	Research, analyze, record, and interpret the past as recorded in sources, such as government and institutional records, newspapers and other periodicals, photographs, interviews, films, electronic media, and unpublished manuscripts, such as personal diaries and letters. Typically performs all functional duties independently.
Senior Historian	Bachelor's degree or equivalent and 5 years experience.	Research, analyze, record, and interpret the past as recorded in sources, such as government and institutional records, newspapers and other periodicals, photographs, interviews, films, electronic media, and unpublished manuscripts, such as personal diaries and letters. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME - Historian	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Historian functions.

### \*Education/ Experience Substitution Matrix

Labor Category Position	Minimum Education/Experience	Substitution
All Journeyman Positions	Bachelor's / 3 Years Experience	Masters advanced degree equals 3 years experience
Senior Positions – with:	Bachelor's / 5 Years Experience	Masters advanced degree equals 3 years experience
Senior Positions – with:	Master's / 5 Years Experience	PhD degree with 2 years experience
All SME Positions	PhD / 10 Years Experience	Bachelor's w/20; Master's w/15 years experience

### SIN 611430 TRAINING SERVICES: INSTRUCTOR LED TRAINING, WEB BASED TRAINING AND EDUCATION COURSES, COURSE DEVELOPMENT AND TEST ADMINISTRATION

Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Administrative Assistant 1  <i>N/A for NAICS 611710</i>	High school degree or equivalent with a minimum of 1 year of experience.	At a minimum, possesses personal computer skills, ability to operate and adjust copier equipment to produce printed materials, and maintains files; follows methods either developed by self or others under close supervision, makes choices from knowledge of accepted methods, and makes decisions within the scope of own assignments. Assignments may include duplicating, packaging, and distributing course materials, and maintaining files, bibliographies, or databases related to Web-based or instructor-led training courses.
Administrative Assistant 2  <i>N/A for NAICS 611710</i>	Associates degree and 3 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses personal computer skills, ability to operate and adjust copier equipment to produce printed materials, maintains files. Provides administrative support for moderately complex projects with minimal supervision, including logistics and event support for instructor-led training courses, as well as development and maintenance of files, bibliographies, or databases related to instructor-led or Web-based training courses.
Administrative Assistant/ Specialist 3  <i>N/A for NAICS 611710</i>	Associates degree and 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses personal computer skills, ability to operate and adjust copier equipment to produce printed materials, maintains files. Provides expert administrative support for complex projects, including planning and oversight of logistics for instructor-led training courses, as well as planning and implementing bibliographies, databases, or filing systems related to instructor-led or Web-based training courses.

Analyst 1	Bachelor's degree and a minimum of 1 year of relevant	Provides support to project teams in the design and development of training course materials, such as syllabi, handouts, exercises, and tests. Conducts interviews and gathers information in support of
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	experience. Two years of additional experience may be substituted for each year of a college degree.	planning, creating, and executing customized courses. Assists in writing, developing, coordinating, and implementing instructor-led or Web-based training courses, including tasks related to course planning, instruction, testing, and learning management.
Analyst 2	Bachelor's degree and a minimum of 3 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Works closely with Analyst 3, Program/Project Manager, and/or Functional Specialist to define and conduct activities in support of instructor-led or Web-based training courses, including tasks related to course planning, instruction, testing, and learning management objectives.
Analyst 3	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Requires an extensive knowledge of the theories, principles, and practices within at least one professional or scientific field, as well as a working knowledge of the general issues involving related departments or functional areas. Assists Program/Project Manager and/or Functional Specialist with planning and developing effective training courses. Serves as lead individual for assigned tasks or projects and provides subject expertise to other project teams as required. Provides project management support and direction for specific projects, involving a team of internal and external functional/subject matter experts, as well as other internal staff. Analyzes client needs and conducts research, writes reports, or develops other products related to instructor-led or Web-based training courses, including course planning, instruction, testing, and learning management.
Executive	Master's degree and 15 years of relevant experience required. Two years of additional experience may be substituted for each year of a college degree.	Provides strategic leadership for projects and programs, including understanding of agency mission-oriented business initiatives and programs, and learning objectives. Oversees projects and programs to ensure that overall goals and objectives are met. Interacts with leadership in customer and other organizations.
Program/Project Manager 1	Bachelor's degree and a minimum 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Position requires extensive knowledge of a particular field of specialization and applicable laws, codes, principles, and practices. Work requires resourcefulness and initiative in developing solutions to a wide range of complex and difficult problems related to planning, audit, evaluation, exercise, training, study, or policy/regulation development activities. Applies a working knowledge of related fields and requires the application of judgment in interpreting policies and procedures. Manages the products and services being provided by a team to the client.

Program/Project Manager 2	Master's degree and a minimum of 10	Comprehensive knowledge of the applicable laws, codes, principles, and practices of a professional or administrative specialty and demonstrated
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	years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	management skills and abilities. Develops solutions to difficult and complex problems related to planning, audit, evaluation, exercise, training, study, or policy/regulation development activities that are not covered by established methods. Work requires considerable judgment and ingenuity in developing new methods, criteria, and applications to specific areas of responsibility; applies a working knowledge of related fields; and requires the continuous exercise of judgment in applying and interpreting policies and procedures. Manages teams, including subcontractors, to deliver products and services to the client.
Program/Project Manager 3	Master's degree and a minimum of 15 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Mastery of the applicable laws, principles, and practices of a professional or administrative field and demonstrated skills and abilities in planning, organizing, and managing activities to accomplish planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Work requires the development and administration of programs within prescribed policies, based on the appraisal of facts, trends, and the evaluation of anticipated results and their relation to overall departmental and organizational objectives. Manages teams, including subcontractors, to deliver products and services to the client.
Functional Specialist 1	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses knowledge in a designated field or discipline of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Participates in developing studies, analyses, research/solutions, and training. Applies and interprets standard methods to assigned problems. Determines own approach to problem and devises solutions when task is within scope of own ability. Initiates and carries out appropriate self- developed efforts.
Functional Specialist 2	Master's degree and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Possesses demonstrated knowledge in a designated field or discipline of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Applies advanced principles, theories, and concepts in developing studies, analyses, research/solutions and training. Develops or directs the development of solutions to complex problems.
Functional Specialist 3	Master's degree and a minimum of 15 years of relevant experience or PhD with a minimum of 10 years' experience. Two years of additional experience may be substituted for each year of a college degree.	Senior expert with extensive knowledge in a field or discipline of direct scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Applies new and/or advanced principles, theories, and concepts in developing studies, analyses, research/solutions, and training. Develops or directs the development of solutions to complex problems requiring innovation. May write and publish in peer-reviewed journals.

Subject Matter	PhD and 20 years'	Senior expert with extensive domain knowledge and experience of direct
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Expert	experience. Two years of additional experience may be substituted for each year of a college degree.	scientific or technical relevance to planning, audit, evaluation, exercise, training, study, or policy/regulation development objectives. Provides guidance regarding vision and strategy. Experience using new methodologies for solving problems and ensuring that systems are in compliance with organizational requirements. Analyzes needs to determine functional requirements; performs functional allocation to identify required tasks and their interrelationships. May develop recommendations for process changes to include new solutions and new technology. Recognized as an authority in a field or discipline. May write and publish in peer-reviewed journals.
Support Specialist 1	Bachelor's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides routine support services in a technical specialty area such as engineering, healthcare, homeland security, technical/scientific disciplines, programming, graphic design, multimedia production, technical writing/editing, desktop publishing, or financial operations. Support may include design, layout, and editing of study reports, training or exercise materials, and other analytical or consulting products; periodic financial reporting as required by contract; technical support for Web-based training and exercise sessions; and custom database or application configuration or development to support programs, studies, training, exercises, or policy/regulation development.
Support Specialist 2	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides support services in a technical specialty area such as engineering, healthcare, homeland security, technical/scientific disciplines, programming, graphic design, multimedia production, technical writing/editing, desktop publishing, or financial operations. Collaborates with analysts, functional specialists, subject matter experts, and project managers to produce products and solutions. Leads tasks. Support may include design, layout, and editing of study reports, training or exercise materials, and other analytical or consulting products; periodic financial reporting as required by contract; technical support for Web-based training and exercise sessions; and custom database or application configuration or development to support programs, studies, training, exercises, or policy/regulation development.
Support Specialist 3	Bachelor's degree and 10 years of relevant experience. Two years of additional experience may be substituted for each year of a college degree.	Provides expert support services in a technical specialty area such as engineering, healthcare, homeland security, technical/scientific disciplines, programming, graphic design, multimedia production, technical writing/editing, desktop publishing, or financial operations. Collaborates with analysts, functional specialists, subject matter experts, and project managers to produce products and solutions. Leads and helps define tasks and may manage the work of other support specialists. Support may include design, layout, and editing of study reports, training or exercise materials, and other analytical or consulting products; periodic financial reporting as required by contract; technical support for Web-based training and exercise sessions; and custom database or application configuration or development to support programs, studies, training, exercises, or policy/regulation development.
Junior Editor	BA or BS degree and 0 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.

Journeyman Editor	BA or BS degree and 3 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Typically performs all functional duties independently. Typically performs all functional duties independently.
Senior Editor	Master's degree and 10 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Writer	BA or BS degree and 0 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Writer	BA or BS degree and 3 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Typically performs all functional duties independently.
Senior Writer	Master's degree and 10 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME – Writer	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Writer functions.
Junior Training and Development Specialist	BA or BS degree and 0 years experience.	Design and conduct training and development programs to improve individual and organizational performance. May analyze training needs. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Training and Development Specialist	BA or BS degree and 3 years experience.	Design and conduct training and development programs to improve individual and organizational performance. May analyze training needs. Typically performs all functional duties independently.



Senior Training and Development Specialist	Master's degree and 10 years experience.	Design and conduct training and development programs to improve individual and organizational performance. May analyze training needs and assist with evaluating training programs. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Training and Development Managers	BA or BS degree and 0 years experience.	Coordinate the training and development activities and staff of an organization.
Journeyman Training and Development Managers	BA or BS degree and 3 years experience.	Plan, direct, or coordinate the training and development activities and staff of an organization.
Senior Training and Development Managers	Master's degree and 10 years experience.	Lead, plan, direct, or coordinate the training and development activities and staff of an organization.

**SIN 541620 ENVIRONMENTAL CONSULTING SERVICES;  
SIN 611430 PROFESSIONAL AND MANAGEMENT DEVELOPMENT TRAINING; AND  
SIN 562910REM ENVIRONMENTAL REMEDIATION SERVICES**

Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Administrative	High school degree or equivalent with a minimum of 1 year of experience.	At a minimum, possesses personal computer skills, has ability to operate and adjust copier equipment to produce printed materials, and maintains files; follows methods either developed by self or others under close supervision, makes choices from knowledge of accepted methods, and makes decisions within the scope of own assignments.
Administrative Manager 1	Bachelor's degree and a minimum of 10 years of relevant experience. Experience may be substituted for the Bachelor's degree by adding 4 years' experience to the minimum of 10.	Position requires extensive knowledge of a particular field of specialization and applicable laws, codes, principles, and practices. Work requires resourcefulness and initiative in developing solutions to a wide range of complex and difficult problems. Applies a working knowledge of related fields and requires the application of judgment in interpreting policies and procedures.



Administrative Manager 2	Master's degree and a minimum of 15 years of relevant experience. Experience may be substituted for the Master's degree by adding 2 years' experience to the minimum of 15.	Comprehensive knowledge of the applicable laws, codes, principles, and practices of a professional or administrative specialty and demonstrated management skills and abilities. Develops solutions to difficult and complex problems not covered by established methods. Work requires considerable judgment and ingenuity in developing new methods, criteria, and applications to specific areas or responsibility; applies a working knowledge of related fields; and requires the continuous exercise of judgment in applying and interpreting policies and procedures.
Administrative Manager 3	Master's degree and a minimum of 20 years of relevant experience. Experience may be substituted for the Master's degree by adding 2 years' experience to the minimum of 20.	Mastery of the applicable laws, principles, and practices of a professional or administrative field and demonstrated skills and abilities in planning, organizing, and managing. Work requires the development and administration of programs within prescribed policies, based on the appraisal of facts, trends, and the evaluation of anticipated results and their relation to overall departmental and organizational objectives.
Engineer 1	Master's degree or higher in Environmental or Nuclear Engineering and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Applies and interprets standard engineering theories, concepts, and techniques in an engineering specialty. Applies a working knowledge of related disciplines. Works on a wide range of problems requiring the use of creative and imaginative thinking. Gaining recognition from peers and clients for expertise in a selected technical field. May write articles published in peer-reviewed journals. Initiates and carries out appropriate self-development activities.
Engineer 2	Master's degree or higher in Environmental or Nuclear Engineering and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	On a broad basis, applies principles, theories, and concepts to a field of engineering specialty. Applies a working knowledge of related disciplines. Works on a wide range of problems requiring the use of creative and imaginative thinking. Has gained recognition from peers and clients for technical expertise. Initiates and carries out appropriate self-development efforts.
Engineer 3	Master's degree or higher in Environmental or Nuclear Engineering and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Applies advanced engineering principles, theories, and concepts in developing original research programs. Develops or directs the development of solutions to complex research problems for which little or no precedent exists, and innovation is required. Recognized both internally and externally as being an authority in a research specialty. Writes articles published in peer-reviewed journals. Initiates and carries out appropriate self-development efforts.

Engineer 4	Master's degree or higher in Environmental or Nuclear Engineering and a minimum of 15 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Applies advanced engineering principles, theories, and concepts in developing original research programs. Develops or directs the development of solutions to complex research problems for which little or no precedent exists, and innovation is required. Recognized as a national authority in a research specialty. Writes articles published in peer-reviewed journals. Initiates and carries out appropriate self-development efforts.
Health Education 1	Master's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Designs, develops, and conducts needs/ problem assessments for developing plans and educational activities. Defines goals, objectives, and audiences to support development of media campaigns. Identifies target audiences. Conducts formative research activities. Develops project plans, including setting goals and objectives and developing evaluation plans to measure the success of program activities. Designs, develops, and delivers health education programs. Provides technical assistance in developing and implementing health education materials. Analyzes evaluation data and writes evaluation reports.
Health Education 2	Master's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Designs, develops, and implements health education, health communication, and public health preparedness projects for federal, state, and local clients. Provides technical expertise to design and develop assessments and communication strategies. Plans and creates health preparedness plans. Serves as project lead for tasks as needed. Performs needs/problem assessments. Defines goals, objectives, and audiences to support development of project plans and evaluation activities. Identifies and reviews available data and conducts primary research activities (e.g., focus groups, surveys, interviews, etc.). Develops project plans (e.g., communication; health marketing; training; health preparedness; and process, program, and outcome evaluation plans). Develops evaluation tools. Evaluates health education, communication, preparedness programs, outreach and dissemination activities, and training courses. Acts as a technical reviewer for materials and products. Analyzes results and writes evaluation or after-action reports. Serves as a project task lead for training or public health preparedness projects as assigned. Provides coordination, logistics, and management support for meetings, workshops, training programs, and exercises.
Health Education 3	Master's degree and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Designs, develops, implements, and delivers health education and health communication research, marketing, and evaluation projects for federal agencies. Serves as lead staff and/or provides support to project teams in designing and developing research protocols, social marketing and dissemination plans, and evaluation activities. Designs, develops, and implements health education and health communication research, marketing, and evaluation projects for federal agencies. Designs effective research and evaluation plans. Conducts health education/health communication research. Develops research protocols and conducts/reports research and evaluation activities. Evaluates the effectiveness of health education programs. Designs and implements social marketing activities. Plans and evaluates product dissemination and impacts. Designs and conducts program evaluations.

		Serves as project lead/manager for health education/health communication research, marketing, and evaluation projects. Provides assistance with marketing and strategic planning activities.
Health Physicist 1	Master's degree in Health Physics and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Works under general direction. Work is reviewed for adequacy in meeting objectives and for soundness of technical judgment. Uses technical discretion within well-defined practices and policies in selecting methods and techniques for obtaining solutions. Works on problems of diverse scope and complexity for which analyses of data require evaluation of identification factors. Responsible for developing, implementing, and evaluating research, training, and monitoring programs to protect plant and lab personnel from radiation hazards. Responsible for recommending and developing policies and procurements and for modifying health physics equipment. Participates in monitoring the organization's radiation protection standards in accordance with federal, state, and industry programs to ensure As Low As Reasonably Achievable (ALARA) standards are met. Performs personnel and plant radiation exposure measurement, radiation equipment testing and radioactive materials and waste measurements. Evaluates and interprets current regulations and assists in compliance. Makes recommendations for changes in the work environment based on interpretations and principles and professional practices. Provides technical assistance and guidance on basic radiological control problems. May act as lead or technical advisor on small to medium projects.
Health Physicist 2	Master's degree in Radiological Health Physics and minimum of 5 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Works under consultative direction toward predetermined goals and objectives. Assignments are usually self-initiated. Determines and pursues courses of action necessary to obtain desired results. Works on complex problems for which analysis of data or situations requires an in-depth evaluation of various factors. Exercises technical discretion within broadly defined practices and policies in selecting methods, techniques, and evaluation criterion for obtaining results. Responsible for testing and monitoring equipment and for recording radiation exposure data for personnel and plant area. Develops, procures, and modifies health physics equipment. Monitors and controls the organization's radiation protection standards in accordance with federal, state, and industry programs to ensure ALARA standards are met. Maintains professional knowledge of existing and proposed changes in radiation protection requirements. Provides expert knowledge of diverse radioactive materials and hazards. Makes recommendations and presentations to government, industry, and management based on interpretations and principles of professional practices. Provides expert assistance and guidance on complex radiological control problems. Provides leadership to less experienced physicists and to technicians via work assignments, monitoring schedules, and resolving problems. May act as lead or technical advisor on medium to large projects.

Health Physicist 3	Master's degree in Health Physics and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Plans, directs, and manages health physics programs and procedures under senior management direction. Manages all activities associated with subcontracting of vendor services. Recommends, designs, implements, and evaluates radiation research, training, and monitoring programs, inspection standards, safe-work methods, decontamination procedures, and radiological emergency procedures. Reviews and incorporates government and industry radiation protection standards and requirements into the facility's programs to ensure ALARA standards are met. Ensures radiation levels are in compliance with permissible standards. Remains fully informed of all existing and proposed federal, state, and industry changes in radiation protection regulations. Prepares required reports to management, industry, and the federal agencies. Responsible for making recommendations and presentations to senior managers. Evaluates Health Physicist personnel at the facility and provides career development training as required. Manages the activities and provides leadership direction to the management, professional, technical, and support personnel within the organization.
Health Physicist 4	Master's degree in Environmental Health Physics and a minimum of 15 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Plans, directs, and manages the health physics programs and procedures under senior management direction based on predetermined goals and objectives. Manages all activities associated with subcontracting of vendors for radiation equipment and services. Recommends, designs, implements, and evaluates radiation research, training and monitoring programs, inspection standards, safe-work methods, decontamination procedures, and radiological emergency procedures. Reviews and incorporates, as appropriate, government and industry radiation protection standards and requirements into the operating unit's programs to ensure ALARA standards are met. Ensures radiation levels are in compliance with permissible standards. Remains fully informed on all existing and proposed federal, state, and industry changes in radiation protection regulations. Maintains and controls the financial budget related to health physics activities. Prepares required reports to management, industry, and the federal agencies. Responsible for making recommendations and presentations to senior managers. Responsible for assuring effective utilization of personnel and provides leadership direction to project personnel. Serves as subject matter expert to customer.
Health Physics Technician 2	Associate's degree and a minimum of 2 years of relevant experience.	Measures radiation, collects samples and other investigative tasks. Produces accurate graphics of survey site data. Performs data reduction and tabulation, sample log-in, assistance in utilization and application of survey data to determine site status. Performs sample preparation. Operates specific analytical equipment, including gamma spectrometry and alpha spectrometry, and performs wet chemistry analytical procedures. Does instrument calibration and check-out, maintenance and "trouble-shooting" of radiation detection instruments. Maintains an up-to-date equipment and instrumentation inventory log. Loads and transports equipment to and from survey sites, performs site preparation, and photographs and/or prepares site drawings.

Multimedia Developer 1	Associate's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Associate's degree.	Develops Web-based applications using software tools such as Adobe and Microsoft products. Programs instructional content, assessment activities (online quizzes and learning activities with feedback), animation, and screen design. Creates and executes graphical interfaces for online multimedia Web sites. Designs screens, navigation, and structure of Web- and computer-based training programs. Programs complex interactivity, including animation and screen designs for online training courses. Performs the duties of multimedia programmer on multiple projects. Optimizes learning modules for Web deployment.
Multimedia Developer 2	Associate's degree and a minimum of 2-4 years of relevant experience. Two years of additional experience may be substituted for the Associate's degree.	Designs and develops computer- and Web-based applications using software tools (e.g., Adobe and Microsoft products) and scripting languages, markup languages, Web browsers, and server-side technologies to support training and other online content. Analyzes platform and technical specifications, reviews team-developed application scripts and code, and leverages technological capabilities to develop dynamic and interactive instructional activities or job aids. Analyzes target platform and technical specifications; develops prototypes; develops application scripts and code. Designs and sets the parameters for programming complex interactivity, including animation and screen designs in development of online training courses. Leads other multimedia developers/programmers on multiple projects. Creates and executes graphical interfaces for online multimedia Web sites. Ensures learning modules are optimized for Web deployment.
Radiochemist 3	Master's degree in Chemistry and a minimum of 10 years of relevant experience.	Performs and ensures completion of radiological sample analyses with accompanying data reduction. Ensures Quality Control (QC) of radiochemistry analyses. Prepares required reports for management, industry, and the federal agencies. Provides radiochemistry technical assistance to internal and external customers. Develops and updates laboratory procedures. Provides training of new laboratory employees in radiochemistry and QC procedures. Dispositions accumulated radiological waste.
Radiological Laboratory Manager	Ph.D. in Chemistry and a minimum of 6 years relevant experience, or Master's degree in Chemistry and a minimum of 10 years relevant experience, or Bachelor's in Chemistry with a minimum of 15 years relevant experience.	Manages all activities associated with radiochemistry laboratory operations. Recommends, designs, and implements new and innovative radioanalytical methods. Responsible for receiving and maintaining performance testing accreditations. Directs activities of laboratory staff. Ensures Quality Control (QC) of radiochemistry analyses. Prepares required reports for management, industry, and federal agencies. Leads technical audits. Coordinates and tracks project activities, workloads, and budgets. Provides technical expertise to internal staff and state and federal agencies.

Radiological Laboratory Programmer/Analyst 3	Master's or other graduate degree in computer science, physics, engineering, or related scientific discipline and minimum 6 years relevant experience.	Designs and develops a wide range of difficult database applications for radioanalytical laboratory data reduction applications. Performs full system requirements gathering and analysis requiring a complete understanding of difficult and complex applications of technical solutions. Plans, conducts, and coordinates the development of complex and/or diverse scientific computer programs, associated documentation, block diagrams and logic flow charts. Conceptualizes, develops, and implements complex scientific program designs. Analyzes and improves existing programs. Corrects program errors by reviewing instructions or altering sequence of operations. Defines test schedules and test data requirements to verify logic of new or modified programs. Prepares cost estimates and justifications for programming projects.
Scientist 1	Bachelor's degree and a minimum of 5 years of relevant experience. Experience may be substituted for the Bachelor's degree by adding 4 years' experience to the minimum of 5.	Applies and interprets standard methods to assigned problems. Determines own approach to problem and devises solutions when task is within scope of own ability. Initiates and carries out appropriate self-development efforts.
Scientist 2	Master's degree and a minimum of 10 years of relevant experience. Experience may be substituted for the Master's degree by adding 2 years' experience to the minimum of 10.	Applies advanced scientific principles, theories, and concepts in developing original research programs. Develops or directs the development of solutions to complex research problems where little or no precedent exists, and innovation is required. Recognized both internally and externally as being an authority in a research specialty. Writes and publishes in peer-reviewed journals. Initiates and carries out appropriate self-development efforts.
Scientist 3	Master's degree and a minimum of 15 years of relevant experience or Ph.D. with a minimum of 10 years' experience. Experience may be substituted for the Master's degree by adding 2 years of experience to the minimum of 15 and for the Ph.D. by adding 2 years to the minimum of 10.	Applies advanced scientific principles, theories, and concepts in developing original research programs. Develops or directs the development of solutions to complex research problems for which little or no precedent exists, innovation is required, and the boundaries of existing knowledge may need to be extended. Recognized as an authority in a research specialty. Writes and publishes in peer-reviewed journals. Initiates and carries out appropriate self-development efforts.
Scientist 4	Ph.D. with 20+ years' experience or equivalent combination of education, training, and experience.	Applies advanced scientific principles, theories, and concepts in developing original research programs. Develops or directs the development of solutions to complex research problems where little or no precedent exists, innovation is required, and which may extend the boundaries of existing knowledge. Is recognized as an authority in a research specialty. Authors and publishes in peer-reviewed journals. Initiates and carries out appropriate self-development efforts.

Specialist 1	Bachelor's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Provides support to project teams in the design and development of health education and public health preparedness programs and materials (e.g., materials, manuals, briefings, presentations, Web pages, reports) for local, state, and federal agency meetings, training sessions, seminars, workshops, drills, and exercises. Writes and edits content for internal and external publications, as well as the Internet, (e.g., brochures, after-action reports, evaluation summaries, meeting summaries, news releases, Web sites, etc.). Researches, writes, and organizes information; coordinates production (photography, design, and printing); and supports activities involved with health education and communication outreach, health marketing and promotional materials, message development and testing, PR and media relations, and event coordination. Conducts interviews, gathers information, and writes articles to promote products and programs. Assists in writing, developing, coordinating, and implementing studies and reports. Writes and edits content for newsletters. Writes scripts for video production.
Specialist 2	Bachelor's degree and a minimum of 5 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Requires an extensive knowledge of the theories, principles and practices within at least one professional or scientific field, as well as a working knowledge of the general issues involving related departments or functional areas. Assists program manager with planning and developing effective programs and systems. Serves as lead individual for assigned tasks or projects and provides subject expertise to other project teams as required. Provides project management support and direction for specific projects involving a team of internal and external subject matter experts, as well as other internal staff. Analyzes client needs and conducts research, writes reports, or develops other products. Communicates and coordinates with clients regarding task status, milestone achievement, planning, and other administrative matters. Extensive experience in designing strategies for and conducting literature searches in Internet and commercial databases for government agencies; obtaining hard-to-locate published and unpublished documents using vendors, personal contacts, and interlibrary loan; and creating, maintaining, and exporting bibliographic databases in a variety of formats using bibliographic software (e.g., Reference Manager, EndNote).
Specialist 3	Bachelor's degree and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Generates financial reports, project estimates, and monitors project costs. Assists with the administration of project accounts and budgets. Works with project managers and staff to improve budgeting and cost tracking mechanisms. Works with clients on issues related to financial matters.
Specialist 4	Bachelor's degree and a minimum of 15 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Provides graphic design and layout expertise for instructional interface design and content. Provides visual and audio resources for training tools, including graphic design, layout, and production; audio recording and voiceover talent procurement; product packaging and duplication coordination. Manages virtual studio environment for animation production.



Specialist 5	Master's degree and a minimum of 15 years of relevant experience. Two years of additional experience may be substituted for the Master's degree.	Provides technical and program management support for finance, procurement, facility, transportation, travel, property, and human resources. Develops/monitors overall budget, including numerous subcontractors with short/long-term obligations. Prepares monthly technical/financial reports analyzing/forecasting labor, travel, and other direct/indirect cost. Uses federally approved procurement system to purchase equipment, supplies, and services. Executes lease agreements for facilities, equipment, and maintenance. Ensures that all personnel practices, labor relations, and equal opportunity employment practices are in accordance with current state/federal laws. Reports project performance to client and internal managers. Develops and monitors overall project budget encompassing numerous subcontractors. As required by contract, maintains inventory control of all non-capital and non-capital sensitive property.
Specialist 6	Ph.D. or Ed.D. degree and a minimum of 20 years of relevant experience. Four years of additional experience may be substituted for the doctoral degree.	Acts as senior Technical Specialist/Project Manager. Begins and implements program and performance evaluation strategies and tools. Analyzes, designs, implements, and evaluates performance technologies and instructional system designs. Coordinates and directs activities of assigned project personnel. Analyzes client needs, designs new instructional and performance support systems, and develops training products (training courses, training plans, videos, manuals, etc.). Communicates and coordinates with clients regarding project status, milestone achievement, planning, and other administrative matters. Coordinates project activities, assigns tasks to project staff, and mentors project staff. Evaluates instructional and performance support systems. Prepares, develops, and maintains project budgets.
Training 1	Bachelor's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Performs basic job/task analysis, designs procedural or instructional content, develops procedural or instructional materials, delivers training programs, and evaluates training. Determines content of training programs and training support materials. Designs procedural or instructional content format based on the results of the needs/job/task analysis. Develops procedural or instructional materials in a variety of media facets. Delivers training programs, including beginning, advanced/refresher, and train-the-trainer courses. Evaluates training programs, courses, and materials and provides feedback. Coordinates logistical support for training events.
Training 2	Bachelor's degree and a minimum of 3 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Performs basic job/task analysis, designs procedural or instructional content, develops procedural or instructional materials, delivers training programs, and evaluates training. Serves as project lead for instructional design and implementation projects. Implements training programs, including beginning, advanced/refresher, and train-the-trainer courses. Performs advanced needs/job/task analysis to determine content of training programs and training support materials. Designs procedural or instructional content format based on the results of the needs/job/task analysis. Develops procedural or instructional materials in a variety of media formats. Evaluates training programs, courses, and materials and provides feedback. Interacts with clients to develop training program plans and related activities.



Training 3	Bachelor's degree and a minimum of 10 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Analyzes, designs, implements, and evaluates performance technologies and instructional system designs. Coordinates and directs activities of assigned project personnel. Analyzes client needs, designs new instructional and performance support systems, and develops training products (training courses, training plans, videos, manuals, etc.). Communicates and coordinates with clients regarding project status, milestone achievement, planning, and other administrative matters. Coordinates project activities, assigns tasks to project staff, and mentors project staff. Evaluates instructional and performance support systems. Prepares, develops, and maintains project budgets.
Training 4	Bachelor's degree and a minimum of 15 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Advises and assists management in planning program goals, monitoring developments and trends, and formulating business development strategies. Acts as a subject matter expert to provide technical support in planning and implementing training activities. Ensures the technical quality of deliverables. Serves as the technical contact with clients and potential clients. Analyzes and interprets requirements (e.g., statutes and directives) and their impact on clients. Advises management in matters related to training and development issues. Guides and coordinates training and development projects. Meets with clients to identify project goals and strategies, determines staffing and other resource needs, and refines budget and project management plans. Serves as primary point of contact with client. Manages project activities and staff, monitors schedule and budget, and reports to clients.
Training Research Associate 1	Bachelor's degree and a minimum of 1 year of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Communicates with and acts as liaison between client representatives and ORAU staff. Produces training reports. Conducts related research. Maintains program databases, libraries, and filing systems.
Training Research Associate 2	Master's degree and a minimum of 2 years of relevant experience. Two years of additional experience may be substituted for the Bachelor's degree.	Serves as lead researcher for projects involving a wide range of content. Assists in planning and program development. Leads projects and provides support as a member of project teams. Conducts studies and trend analyses to improve program activities. Evaluates audit findings, appraisals, and reviews to determine training needs. Assists in writing, developing, coordinating, and implementing studies and reports. Provides guidance and assistance on interpreting policies, defining assumptions, and analyzing program requirements. Prepares project plans and coordinates completion of the project. Provides subject matter input to managers, support staff, contractors, and federal personnel concerning project activities.

**SIN 541620 ENVIRONMENTAL CONSULTING SERVICES; AND  
SIN 562910REM ENVIRONMENTAL REMEDIATION SERVICES**

Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Junior Administrative Professional	BA or BS degree and 0 years experience.	Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Administrative Professional	BA or BS degree and 3 years experience.	Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. Typically performs all functional duties independently.
Senior Administrative Professional	Master's degree and 10 years experience. Bachelors and two additional years of experience may be substituted.	Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Editor	BA or BS degree and 0 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Editor	BA or BS degree and 3 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Typically performs all functional duties independently. Typically performs all functional duties independently.
Senior Editor	Master's degree and 10 years experience.	Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
Junior Writer	BA or BS degree and 0 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Writer	BA or BS degree and 3 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Typically performs all functional duties independently.

<b>SIN 541620 ENVIRONMENTAL CONSULTING SERVICES; AND SIN 562910REM ENVIRONMENTAL REMEDIATION SERVICES</b>		
<b>Labor Category</b>	<b>Minimum Education and Experience Requirements</b>	<b>Duties/Responsibilities</b>
Senior Writer	Master's degree and 10 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME – Writer	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Writer functions.
Junior Emergency Management Directors	BA or BS degree and 0 years experience.	Plan and direct disaster response or crisis management activities, provide disaster preparedness training, and prepare emergency plans and procedures for natural (e.g., hurricanes, floods, earthquakes), wartime, or technological (e.g., nuclear power plant emergencies or hazardous materials spills) disasters or hostage situations.
Journeyman Emergency Management Directors	BA or BS degree and 3 years experience.	Plan and direct disaster response or crisis management activities, provide disaster preparedness training, and prepare emergency plans and procedures for natural (e.g., hurricanes, floods, earthquakes), wartime, or technological (e.g., nuclear power plant emergencies or hazardous materials spills) disasters or hostage situations.
Senior Emergency Management Directors	Master's degree and 10 years experience.	Lead, plan and direct disaster response or crisis management activities, provide disaster preparedness training, and prepare emergency plans and procedures for natural (e.g., hurricanes, floods, earthquakes), wartime, or technological (e.g., nuclear power plant emergencies or hazardous materials spills) disasters or hostage situations.
SME - Emergency Management Directors	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a

**SIN 541620 ENVIRONMENTAL CONSULTING SERVICES; AND  
SIN 562910REM ENVIRONMENTAL REMEDIATION SERVICES**

Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
		given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes emergency management functions.
Junior Survey Researcher	BA or BS degree and 0 years experience.	Conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Survey Researcher	BA or BS degree and 3 years experience.	Develop or conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. Typically performs all functional duties independently.
Senior Survey Researcher	Master's degree and 10 years experience.	Plan, develop, or conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME Survey Researcher	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend

SIN 541620 ENVIRONMENTAL CONSULTING SERVICES; AND SIN 562910REM ENVIRONMENTAL REMEDIATION SERVICES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
		solutions. Includes survey researcher functions.
Junior Research Assistants and Technicians	BA or BS degree and 0 years experience.	Assist survey research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions
Journeyman Research Assistants and Technicians	BA or BS degree and 3 years experience.	Plan and assist survey research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Typically performs all functional duties independently.
Senior Research Assistants and Technicians	Master's degree and 10 years experience.	Develop, plan and assist survey research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME Research Assistants and Technicians	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Survey Research Assistants and Technicians functions..

### COURSE DESCRIPTIONS FOR SIN 611430

SIN 611430 ENVIRONMENTAL TRAINING SERVICES – CONTRACTOR FACILITIES		
Course Title	No. of Participants	Course Description
Applied Health Physics	Minimum number of participants = 16 Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This intensive, 5-week or 5-portion blended online and live* program of lectures and laboratory exercises provides most of the basic science training hours necessary to obtain licensure in the medical uses of by-product material. Approximately 40% of course time is spent performing laboratory exercises using radiation detection and measurement equipment. Laboratory exercises complement the health physics principles learned in the lectures. Beginning with fundamental principles, each topic progresses to an advanced level. Topics addressed include radiation detectors, radiation shielding, dosimetry, radiation biology, and others. The American Academy of Health Physics grants 32 Continuing Education Credits for completion of this course.
Air Sampling for Radioactive Materials	Minimum number of participants = 16; Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 5-day course introduces participants to the basic theories and mechanics of air sampling for radionuclides. Approximately 40% of the course is spent collecting and analyzing air samples; the remainder is spent in lectures. Topics addressed include calibration of air sampling instruments, air sampling in the workplace, air sampling in the environment, and radon measurements. The American Academy of Health Physics grants 32 Continuing Education Credits, and the American Board of Industrial Hygiene grants 5.0 Certification Maintenance Points to CIHs, for completion of this course.
Environmental Monitoring	Minimum number of participants = 16; Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 5-day course introduces participants to the basic theories and mechanics of environmental monitoring for radioactivity. Approximately 50% of the course is spent collecting and analyzing samples; the remaining time will be devoted to lectures. Topics include pathways analysis, regulations and standards, air sampling, soil sampling, water sampling, characterizing sites for remedial action, and others. The American Academy of Health Physics grants 32 Continuing Education Credits, and the American Board of Industrial Hygiene grants 5.0 Certification Maintenance Points to CIHs, for completion of this course.

Gamma Spectroscopy	Minimum number of participants = 16; Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 5-day, laboratory-oriented course covers the basics of radionuclide identification and quantification by gamma spectroscopy. Approximately 50% of the course is spent in the laboratory. The American Academy of Health Physics grants 32 Continuing Education Credits for completion of this course.
Medical Radiation Safety Officer Training	Minimum number of participants = 16; Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 5-day course introduces course participants to current issues and technologies in the medical application of radiation. The issues and technologies are discussed in the context of improving and developing the institution's radiation safety program. Topics addressed include regulations and requirements, radiation safety officer responsibilities, monitoring and survey instruments, and others. The American Academy of Health Physics grants 32 Continuing Education Credits for completion of this course.
MARSSIM	Minimum number of participants = 16; Maximum number of participants = 30. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 5-day course emphasizes the decision-making processes involved in the design and implementation of a decommissioning survey based on MARSSIM (the Multi-Agency Radiation Survey and Site Investigation Manual). Topics include an overview of radiological survey types, the data quality objectives process, selection and application of DCGLs, background reference area selection, survey instrument detection sensitivity, area classification, statistical design of surveys, measurement uncertainty, and performing statistical tests. The American Academy of Health Physics grants 32 Continuing Education Credits for completion of this course.
Multi-Agency Radiation Survey and Assessment of Materials and Equipment (MARSAME)	Minimum number of participants = 16 Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This four-day training course focuses on the methodology and practical application of the Multi-Agency Radiation Survey and Assessment of Materials and Equipment (MARSAME) standard. This standard supplements the Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) that has become the basis for real property Final Status Surveys. The objective of the course is to provide attendees with a solid understanding of the MARSAME standard, practice through exercises, and provide practical information related to its implementation. The American Academy of Health Physics will grant 24 Continuing Education Credits for completion of this course.



Occupational Internal Dosimetry	Minimum number of participants = 16; Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 4.5 day course is designed to provide course participants with a thorough understanding of current methods for determining radiation doses resulting from intakes of radioactive materials by workers. The course covers the basic concepts and principles of internal dose assessments and describes the International Commission on Radiological Protection (ICRP) internal dosimetry systems and models currently in use in the U.S. and internationally. Bioassay methods (both direct and indirect) are reviewed and bioassay interpretation is discussed in detail. Regulations and regulatory guidance is discussed, including the design of bioassay programs and methods for demonstrating regulatory compliance. Finally, quality assurance and methods for program evaluation are covered. Throughout the course, students work detailed example problems covering all aspects of internal dose assessment. The American Academy of Health Physics will grant 32 Continuing Education Credits for completion of this course.
Radiation Safety Officer Training	Minimum number of participants = 16; Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 5-day lecture/laboratory course introduces course participants to relevant issues that influence the effectiveness of a radiation safety program. The course emphasizes administrative and technical issues that a radiation safety officer has to address. Topics include instruments, regulations, record keeping and inventory control, waste handling and storage, emergency planning, and others. The American Academy of Health Physics grants 32 Continuing Education Credits, and the American Board of Industrial Hygiene grants 5.0 Certification Maintenance Points to CIHs, for completion of this course.
Site Characterization in Support of Decommissioning: Planning, Implementation, and Evaluation	Minimum number of participants = 16 Maximum number of participants = 24. Cost includes training at ORAU site, books, and instructional materials, as well as PTP Electronic Library DVD.	This 4.5 day course emphasizes site evaluation, data planning, survey implementation and tools, data interpretation, and decision-making processes involved in the historical site assessment, scoping survey, and characterization survey phase of decommissioning. Much of the course involves planning sessions and individual and class exercises. Topics include site assessment, surveys for radiological and chemical contaminants, data quality objectives and assessments, safety evaluations, planning, and budgeting.



**SIN 541613 MARKETING CONSULTING SERVICES AND  
SIN 541910 MARKET RESEARCH ANALYSIS**

Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Advertising and Marketing Specialist 1	Bachelor's Degree in Communications, Public Relations, Marketing, Business, English, or related field and no prior experience.	Possesses knowledge in the field of advertising, marketing, or public relations. Under direct supervision, participates in development and implementation of marketing research initiatives, advertising campaigns, public relations campaigns, or other outreach activities. Devises methods for advertising, marketing, and public relations campaigns. Provides writing contribution to findings reports, publications, and other materials as needed to communicate market research and analysis findings. Provides creative contributions as needed to campaign materials.
Advertising and Marketing Specialist 2	Bachelor's Degree in Communications, Public Relations, Marketing, Business, English, or related field and 3 years of job-related experience. Education beyond the minimum may be used as an equivalency for directly relevant experience. The equivalency will be 1 year of directly related education for 1 year of directly related experience.	Possesses advanced knowledge in the field of advertising, marketing, or public relations. Plans and directs development and implementation of moderately complex marketing research initiatives, advertising campaigns, public relations campaigns, or other outreach activities. Applies principles and theories to development of data collection and advertising, marketing, and public relations campaigns. Develops findings reports, publications, and other materials as needed to communicate market research and analysis findings. Develops campaign materials.
Advertising and Marketing Specialist 3	Bachelor's Degree in Communications, Public Relations, Marketing, Business, English, or related field and 6 years of job-related experience. Education beyond the minimum may be used as an equivalency for directly relevant experience. The equivalency will be 1 year of directly related education for 1 year of directly related experience.	Possesses extensive knowledge in the field of advertising, marketing, or public relations. Plans and directs development and implementation of complex marketing research initiatives, advertising campaigns, public relations campaigns, or other outreach activities. Devises new solutions for data collection and advertising, marketing, and public relations campaigns that require innovative approaches. Leads development of findings reports, publications, and other materials as needed to communicate market research and analysis findings. Leads development of campaign materials. Prepares and tracks project budgets and expenditures, provides project oversight, including managing staff; develops and tracks timelines; provides monthly status reports to clients; and controls cost in accordance with agreed-upon deliverables and organization requirements.

Advertising and Marketing Specialist 4	Bachelor's Degree in Communications, Public Relations, Marketing, Business, English, or related field and 10 years of job-related experience. Education beyond the minimum may be used as an equivalency for directly relevant experience. The equivalency will be 1 year of directly related education for 1 year of directly related experience.	Senior expert with mastery knowledge in the field of advertising, marketing, or public relations. Oversees development and implementation of marketing research initiatives, advertising campaigns, public relations campaigns, or other outreach activities. Devises new solutions for data collection and advertising, marketing, and public relations campaigns that require innovative approaches. Leads development of findings reports, publications, and other materials as needed to communicate market research and analysis findings. Leads development of campaign materials. May write and publish in peer-reviewed journals. Prepares and tracks large complex project budgets and expenditures, provides project oversight, including managing staff; develops and tracks timelines; provides monthly status reports to clients; and controls cost in accordance with agreed-upon deliverables and organization requirements.
Health Communication Specialist 1	Bachelor's Degree in Health Education, Public Health, Biological Science, or related field and no prior experience.	Under direct supervision, collects and consolidates data on health communication issues; provides assistance with writing and editing publications related to public health; assists in the distribution of health information to the public; works collaboratively with partners and stakeholders to meet health communication needs. Assist with the development, implementation, and evaluation of health education and outreach and health communication projects. Possesses knowledge of health education and health communication.
Health Communication Specialist 2	Master's Degree in Health Education, Public Health, Biological Science, or related field and 1 year of job-related experience; or a Bachelor's Degree in Health Education, Public Health, Biological Science, or related field and 3 years of job-related experience. Education beyond the minimum may be used as an equivalency for directly relevant experience. The equivalency will be 1 year of directly related education for 1 year of directly related experience.	Responsible for development, implementation, and evaluation of health education and outreach and health communication projects. Possesses advanced knowledge of health education and health communication. Works with health professionals, researchers, college faculty and staff, and community-based organizations as partners and stakeholders to develop health communication program content using principles based on current health communication theory. Collects, compiles, and analyzes moderately complex project data and provides summary reports to clients.

Health Communication Specialist 3	<p>Master's Degree in Health Education, Public Health, Biological Science, or related field and 4 years of job-related experience; or a Bachelor's Degree in Health Education, Public Health, Biological Science, or related field and 6 years of job-related experience.</p> <p>Education beyond the minimum may be used as an equivalency for directly relevant experience. The equivalency will be 1 year of directly related education for 1 year of directly related experience.</p>	<p>Responsible for development, implementation, and evaluation of health education and outreach and health communication projects. Possesses extensive technical knowledge of health education and health communication. Responsible for all aspects of development, including needs assessment, intervention design, objective development, and content writing for a variety of content delivery formats. Prepares and tracks complex project budgets and expenditures, may lead staff, maintains schedules, provides monthly status reports to clients, and controls cost in accordance with agreed-upon deliverables and organization requirements.</p>
Health Communication Specialist 4	<p>Master's Degree in Health Education, Public Health, Biological Science, or related field and 8 years of job-related experience; or a Bachelor's Degree in Health Education, Public Health, Biological Science, or related field and 10 years of job-related experience.</p> <p>Education beyond the minimum may be used as an equivalency for directly relevant experience. The equivalency will be 1 year of directly related education for 1 year of directly related experience.</p>	<p>Directs the work of other health communications specialists in the design, development, implementation, and evaluation of a variety of health education and outreach and health communication programs and projects. Responsible for all aspects of development, including needs assessment, intervention design, objective development, and content writing for a variety of content delivery formats. Prepares and tracks large complex project budgets and expenditures, trains staff, maintains multiple schedules, provides monthly status reports to clients and controls cost in accordance with agreed-upon deliverables and organization requirements.</p>
Junior Editor	BA or BS degree and 0 years experience.	<p>Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.</p>
Journeyman Editor	BA or BS degree and 3 years experience.	<p>Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. Typically performs all functional duties independently. Typically performs all functional duties independently.</p>
Senior Editor	Master's degree and 10 years experience.	<p>Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.</p>

Junior Public Relations Specialist	BA or BS degree and 0 years experience.	Engage in promoting or creating an intended public image for individuals, groups, or organizations. May write or select material for release to various communications media. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Public Relations Specialist	BA or BS degree and 3 years experience.	Engage in promoting or creating an intended public image for individuals, groups, or organizations. May write or select material for release to various communications media. Typically performs all functional duties independently.
Senior Public Relations Specialist	Master's degree and 10 years experience.	Engage in promoting or creating an intended public image for individuals, groups, or organizations. May write or select material for release to various communications media. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME – Public Relations Specialist	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Public Relations functions.
Junior Writer	BA or BS degree and 0 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Writer	BA or BS degree and 3 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. Typically performs all functional duties independently.
Senior Writer	Master's degree and 10 years experience.	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material. May oversee the efforts of less senior staff

		and/or be responsible for the efforts of all staff assigned to a specific job.
SME – Writer	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Writer functions.
Junior Public Relations and Fundraising Managers	BA or BS degree and 0 years experience.	Coordinate activities designed to create or maintain a favorable public image or raise issue awareness for their organization or client; or if engaged in fundraising, plan, direct, or coordinate activities to solicit and maintain funds for special projects or nonprofit organizations.
Journeyman Public Relations and Fundraising Managers	BA or BS degree and 3 years experience.	Direct or coordinate activities designed to create or maintain a favorable public image or raise issue awareness for their organization or client; or if engaged in fundraising, plan, direct, or coordinate activities to solicit and maintain funds for special projects or nonprofit organizations.
Senior Public Relations and Fundraising Managers	Master's degree and 10 years experience.	Plan, direct, or coordinate activities designed to create or maintain a favorable public image or raise issue awareness for their organization or client; or if engaged in fundraising, plan, direct, or coordinate activities to solicit and maintain funds for special projects or nonprofit organizations.
Junior Social and Community Service Managers	BA or BS degree and 0 years experience.	Coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.
Journeyman Social and Community Service Managers	BA or BS degree and 3 years experience.	Direct, or coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.

Senior Social and Community Service Managers	Master's degree and 10 years experience.	Plan, direct, or coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.
SME - Social and Community Service Managers	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Social and Community Service Manager functions.
Junior Survey Researcher	BA or BS degree and 0 years experience.	Conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.
Journeyman Survey Researcher	BA or BS degree and 3 years experience.	Develop or conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. Typically performs all functional duties independently.
Senior Survey Researcher	Master's degree and 10 years experience.	Plan, develop, or conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.

SME Survey Researcher	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications, but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Survey Researcher functions.
Junior Research Assistants and Technicians	BA or BS degree and 0 years experience.	Assist survey research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions
Journeyman Research Assistants and Technicians	BA or BS degree and 3 years experience.	Plan and assist survey research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Typically performs all functional duties independently.
Senior Research Assistants and Technicians	Master's degree and 10 years experience.	Develop, plan and assist survey research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. May oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.
SME Research Assistants and Technicians	PhD degree or equivalent with 10 years experience.	A Subject Matter Expert (SME) is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. SMEs do not have specific experience / education qualifications but are typically identified as recognized Industry leaders for a given area of expertise. SMEs typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions. Includes Survey Research Assist and Technical functions.



## HUMAN CAPITAL CATEGORY SERVICES - Labor Categories and Qualifications

### ORAU Placement Services

SIN 541612HC CONTRACTOR SITE RATES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Recruitment/ Placement Administrative Assistant 1	High school degree or equivalent with a minimum of 2 years of experience	Performs administrative tasks in support of recruitment and placement activities including preparing announcements and presentations; processing applications; preparing correspondence; interacting with candidates, selectees, and other customers; processing travel and employment-related documents; maintaining databases; filing and records maintenance; compiling information and data; preparing reports; providing logistical support for outreach activities at conferences, job fairs, etc.; and completing other tasks as assigned.
Recruitment/ Placement Administrative Assistant 2	High school degree or equivalent with a minimum of 4 years of experience.	Acts as lead administrative support for recruitment and placement staff and performs a variety of complex and difficult administrative tasks. Requires knowledge of workforce development programs including funding mechanisms, reporting requirements, and quality standards and review. Works with managerial staff to ensure all administrative support activities, schedules, and tasks are met in accordance with sponsor requirements and program objectives and milestones. Maintains contact with customers, employees, and other personnel involved in recruitment and placement activities. May be required to complete other tasks as assigned including tasks normally completed by other administrative staff.
Immigration Specialist	Associates degree and 6 years of experience	Coordinates all activities, correspondence, communication, and documentation associated with ORAU's sponsorship of immigration statuses and handling of foreign national employees. Ensures all activities meet quality and legal requirements. Assists foreign nationals and other customers on issues and problems related to immigration.
Recruiter	Bachelor's degree and 2 years of relevant experience. High School diploma and four additional years of experience may be substituted.	Helps design, develop, and implement strategies to recruit applicants to support workforce development needs. May also interview and screen candidates and recommend placements of candidates. Helps prepare position postings and announcements. Maintains working relationships and networks with clients and outside sources to improve recruitment strategies. May help with other tasks in selection and placement process.



Recruitment/ Placement Program Manager 1	Bachelor's degree and 4 years of experience.	Provides project management, planning, technical oversight, and coordination necessary to operate recruitment and selection programs for various academic levels. Oversees payments for salaries, travel, and related employee costs. Responsible for guidance and/or leadership in such areas as outreach and recruitment, financial management, program development, and quality assurance. Works with customers on position descriptions and ensures all activities are completed in accordance with legal and procedural guidelines. Works with other internal and external personnel on completion of recruitment/placement programmatic tasks including on-budget delivery of products, reports, and services. May be required to complete tasks for recruiter or other staff
Recruitment/ Placement Program Manager 2	Master's degree and 6 years of experience. Bachelors and two additional years of experience may be substituted.	Provides project management, planning, technical oversight, and coordination necessary to operate recruitment and selection programs for various academic levels. Oversees payments for salaries, travel, and related employee costs. Responsible for guidance and/or leadership in such areas as outreach and recruitment, financial management, program development, and quality assurance. Works with customers on position descriptions and ensures all activities are completed in accordance with legal and procedural guidelines. Works with other internal and external personnel on completion of recruitment/placement programmatic tasks including on-budget delivery of products, reports, and services. Makes offers of employment to selected candidates. May be required to complete tasks for recruiter or other staff.
Recruitment/ Placement Senior Program Director	Master's degree and 10 years of experience. Bachelors and two additional years of experience may be substituted.	Performs senior level management and oversight in support of multiple projects for recruitment and placements programs. Responsible for all aspects of project performance (technical, contractual, administrative, financial, etc.) including staff supervision. Provides leadership to project teams and provide direction to all project level activities and personnel. May be required to complete tasks for other managerial staff.
Recruitment/ Placement Business Support Analyst	Bachelor's degree and 4 years of experience. High School diploma and four additional years of experience may be substituted.	Bachelor's degree and 4 years of experience. Performs business and financial analyses and activities related to recruitment and placement activities. Helps maintain cost and budget information in project management systems. Develops databases to track and monitor funding and costs. Prepares budget and cost reports. Reviews financial information for accuracy.
Recruitment/ Placement Support Specialist 1	Bachelor's degree and 1 year of experience.	Provides support services in a specialty field such as technical/scientific disciplines, programming, graphic design, communications, multimedia production, technical writing/editing, Web development and design, human resources issues, or program evaluation. May help develop and implement recruitment and placement tools.

Recruitment/ Placement Support Specialist 2	Bachelor's degree and 4 years of experience.	Provides support services in a specialty field such as technical/scientific disciplines, programming, graphic design, communications, multimedia production, technical writing/editing, Web development and design, human resources issues, or program evaluation. May help develop and implement recruitment and placement tools. Leads and helps define some support tasks and may manage the work of other support specialists.
Recruitment/ Placement Database Manager	Bachelor's degree and 5 years of experience.	Helps develop and maintain computerized databases and/or evaluation tools; provides statistical analysis of program or financial activities.

## ORAU Research Participant Position Descriptions

SIN 541612HC CUSTOMER SITE RATES		
Labor Category	Minimum Education and Experience Requirements	Duties/Responsibilities
Post Bachelor's Research Assistant (General Skills) - Level 1	Bachelor's degree and 0 years of experience.	Functional Responsibility: Performs routine research or technical support activities in collaboration with other researchers, under the guidance of a principal investigator at the host facility.
Postgraduate Research Associate (General Skills) - Level 2	Bachelor's degree and 1 year of experience.	Performs primary research or technical support activities in collaboration with other researchers, under the guidance of a principal investigator at the host facility. Prepares summaries of experiments and contributes to the evaluation and discussion of results. May assist in the writing and preparation of scientific papers for publication, and may present research data in group settings, at meetings, or seminars.
Post Bachelor's Research Assistant (Specialized Skills) - Level 3	Bachelor's degree and 2 years of experience.	Performs involved research or technical support activities in collaboration with other researchers, under the guidance of a principal investigator at the host facility.
Postgraduate Research Associate (Specialized Skills) - Level 4	Bachelor's degree and 3 years of experience.	Performs involved research or technical support activities in collaboration with other researchers, under the guidance of a principal investigator at the host facility. Prepares summaries of experiments and contributes to the evaluation and discussion of results. May assist in the writing and preparation of scientific papers for publication, and may present research data in group settings, at meetings, or seminars.
Post Bachelor's Research Assistant (Hard To Find Skills) - Level 5	Bachelor's degree and 5 years of experience.	Performs moderately complex research or technical support activities in collaboration with other researchers, under the guidance of a principal investigator at the host facility.
Postgraduate Research Associate (Hard To Find Skills) - Level 6	Bachelor's degree and 6 years of experience.	Performs moderately complex research or technical support activities in collaboration with other researchers, under the guidance of a principal investigator at the host facility. Prepares summaries of experiments and contributes to the evaluation and discussion of results. May assist in the writing and preparation of scientific papers for publication, and may present research data in group settings, at meetings, or seminars.
Postdoctoral Research Associate (General Skills) - Level 1	Ph.D. and/or M.D. and 0 years experience.	Performs scientific research and/or technical support activities in collaboration with other researchers and under the guidance of a principal investigator at the host facility. Should possess excellent analytical and organizational skills and the ability to speak in front of large audiences.
Postdoctoral Research Associate (Specialized Skills) - Level 2	Ph.D. and/or M.D. and 2 years experience.	Performs scientific research and/or technical support activities in collaboration with other researchers and under the guidance of a principal investigator at the host facility. Should possess excellent analytical and organizational skills and the ability to speak in front of large audiences.

<b>SIN 541612HC</b> <b>CUSTOMER SITE RATES</b>		
<b>Labor Category</b>	<b>Minimum Education and Experience Requirements</b>	<b>Duties/Responsibilities</b>
Postdoctoral Research Associate (Hard To Find Skills) - Level 3	Ph.D. and/or M.D. and 5 years experience.	Performs scientific research and/or technical support activities in collaboration with other researchers and under the guidance of a principal investigator at the host facility. Should possess excellent analytical and organizational skills and the ability to speak in front of large audiences.
Postdoctoral Research Specialist (General Skills) - Level 1	Ph.D. and/or M.D. and 2 years experience.	Plans and conducts complex scientific research and/or technical support activities in collaboration with other researchers and under the guidance of a principal investigator. Must have the ability to exercise considerable independent judgment and creativity. Conducts research with minimal supervision. Must possess excellent analytical and organizational skills and be able to speak in front of large audiences. Specialist may be required to present research at national peer-reviewed conferences. Expected to participate in grant-writing activities
Postdoctoral Research Specialist (Specialized Skills) - Level 2	Ph.D. and/or M.D. and 5 years experience.	Plans and conducts complex scientific research and/or technical support activities in collaboration with other researchers and under the guidance of a principal investigator. Must have the ability to exercise considerable independent judgment and creativity. Conducts research with minimal supervision. Must possess excellent analytical and organizational skills and be able to speak in front of large audiences. Specialist may be required to present research at national peer-reviewed conferences. Expected to participate in grant-writing activities.
Postdoctoral Research Specialist (Hard To Find Skills) - Level 3	Ph.D. and/or M.D. and 9 years experience .	Plans and conducts complex scientific research and/or technical support activities in collaboration with other researchers and under the guidance of a principal investigator. Must have the ability to exercise considerable independent judgment and creativity. Conducts research with minimal supervision. Must possess excellent analytical and organizational skills and be able to speak in front of large audiences. Specialist may be required to present research at national peer-reviewed conferences. Expected to participate in grant-writing activities.