

**GiniCorp GSA Schedule 70 for SIN 132-51  
GSA Contract # GS-35F-0712M  
Labor Category Descriptions and Qualifications**

<b>Labor Category</b>	<b>Functional Responsibility</b>	<b>Minimum/General Experience</b>	<b>Minimum Education</b>
Senior Project Director	Senior member of management with ability to commit the firm and with extensive experience in systems development. Responsible for highest-level client liaison. Ability to secure necessary professional resources within the firm to meet requirements of project.	Minimum of twelve years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours).	BS/BA or equivalent experience.
Senior Technologist	Has substantial expertise in design and operation of computer systems. Provides senior guidance on analysis and resolution of hardware, software, and telecommunications issues. High degree of technical experience. May have specific expertise in technical tools or subject areas such as relational database management systems or computer telephony systems.	Minimum of seven years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours). Certifications such as database administrator (DBA) or Certified PowerBuilder Developer (CPD) equivalent to two years experience.	BS/BA or equivalent experience.

Labor Category	Functional Responsibility	Minimum/General Experience	Minimum Education
Senior Functional Expert	<p>Has substantial expertise in a specific functional area. May direct analyses of requirements for information systems. May direct the design of adaptations to software. May be knowledgeable in process analysis techniques such as flowcharting, process mapping, benchmarking, and activity-based costing. May have subject matter expertise in areas such as facilitation, organizational development, and change management. May have specific expertise in business or functional areas such as financial management, accounting, procurement, maintenance management system integration, maintenance engineering analysis, maintenance management consulting, maintenance effectiveness review procedures, Reliability-Centered Maintenance principles and methodology, or logistics policy development. May have demonstrated experience in configuration management, maintenance planning, supply management, outfitting/fitting out, data management, training, or logistics/configuration information systems.</p>	<p>Minimum of seven years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours). Certifications such as Certified Public Accountant (CPA) equivalent to two years experience.</p>	<p>BS/BA or equivalent experience.</p>

<b>Labor Category</b>	<b>Functional Responsibility</b>	<b>Minimum/General Experience</b>	<b>Minimum Education</b>
Project Manager	<p>Supervises or directly manages and coordinates project through all phases of the systems development life cycle, including planning, requirements analysis, design, development, testing, installation, and evaluation. Responsible for conducting the project in a timely manner, ensuring the quality of work products, maintaining financial soundness of the project, managing interactions, and reporting progress and issues. Ensures conformance with work standards; interprets policies, procedures, and goals and objectives of the organization. Coordinates work effort with all parties. Reviews work products for quality, completeness, and adherence to design concepts and user requirements. Has significant expertise in managing systems projects. Responsible for client liaison.</p>	<p>Minimum of five years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours).</p>	<p>BS/BA or equivalent experience.</p>
Technical Expert	<p>Provides expertise in application and systems software. Performs performance tuning. Undertakes analyses of complex hardware, software, and telecommunications issues. High degree of technical experience and performance. May have expertise in maintenance and engineering systems design, development, assessment, and analysis. May be knowledgeable in Reliability-Centered Maintenance principles and methodology.</p>	<p>Minimum of five years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours). Certifications such as database administrator (DBA) or Certified PowerBuilder Developer (CPD) equivalent to two years experience.</p>	<p>BS/BA or equivalent experience.</p>

Labor Category	Functional Responsibility	Minimum/General Experience	Minimum Education
Functional Expert	Provides business and analytical expertise in support of project. Provides an understanding of the client's objectives and has extensive knowledge of typical core processes. May prepare overall designs and detailed specifications for system components. Offers knowledge, experience, and insight in a particular area, such as facilitation.	Minimum of five years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours). Certifications such as Certified Public Accountant (CPA) equivalent to two years experience.	BS/BA or equivalent experience.
Technical Specialist	Provides expertise in application and systems software. Performs performance tuning. Undertakes analyses of complex hardware, software, and telecommunications issues. Has experience in development of software and technical operations analyses.	Minimum of three years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours).	BS/BA or equivalent experience.
Technical Expert	Provides expertise in application and systems software with minimum of 3 years experience in specific system. Has certification in specific technical area if available.	Minimum of five years experience in field.	BS/BA with post graduate degree or equivalent experience.

Labor Category	Functional Responsibility	Minimum/General Experience	Minimum Education
Training Specialist	<p>Designs, develops, documents, and delivers training courses to a wide range of audiences. Employs various training techniques including formal lectures, seminars, tutorials and self-paced exercises, and computer-based training (CBT). Provides professional guidance to managers, analysts, specialists, and programmers in the use of the software. Participates in user-support related tasks. Leads efforts in the areas of training plan development, training material preparation, curricula definition and training course delivery.</p>	<p>BS/BA or equivalent experience. Four years experience equivalent to BS/BA.</p>	<p>BS/BA or equivalent experience.</p>
Sr. Programmer/ Architect	<p>Analyzes programs and outlines for such factors as type and extent of information to be transferred from storage units, sorting, and format of final results. Confers with technical and analytical personnel, and designs detailed programs, flow charts, and diagrams indicating required computations and sequence of machine operations. Translates design into coded instructions. Verifies accuracy and validity of programs by preparing sample data and testing. Corrects program errors and modifies the program as required by revising instructions. Reviews and/or prepares system documents and specifications.</p>	<p>Minimum of five years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours).</p>	<p>BS/BA or equivalent experience.</p>

Labor Category	Functional Responsibility	Minimum/General Experience	Minimum Education
Programmer	<p>Analyzes system requirements and design specifications. Develops block diagrams, logic flow charts, and coding structures. Translates detailed design into computer program coded instructions; tests, debugs, and refines the computer program to produce the product required by the written specifications. Documents procedures used throughout the program to allow the program to be run as a part of a system, and to make changes as may be required.</p>	<p>Minimum of three years experience. Each post-graduate degree equivalent to up to three years experience (post-graduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours).</p>	<p>BS/BA or equivalent experience.</p>
Programming Analyst	<p>Designs, codes, and tests software. Performs software troubleshooting and corrects errors in software and operating procedures. Conducts system analysis and programming tasks. Prepares test data, and tests and debugs programs. Prepares documentation of programs and user procedures. Assists in installing and operating system. May have demonstrated experience in configuration management, maintenance planning, supply management, outfitting/fitting out, data management, training, or logistics/configuration information systems.</p>	<p>BS/BA or equivalent experience. Four years experience equivalent to BS/BA.</p>	<p>BS/BA or equivalent experience.</p>

<b>Labor Category</b>	<b>Functional Responsibility</b>	<b>Minimum/General Experience</b>	<b>Minimum Education</b>
Documentation Specialist	Prepares and edits system documentation that incorporates information provided by user, specialist, analyst, and programmer personnel. Writes, edits, and prepares reports, studies, and presentation material of technical information for both technical and non-technical audiences. Interprets technical documentation standards and prepares documentation according to the standards. May provide graphics support.	BS/BA or equivalent experience. Four years experience equivalent to BS/BA.	BS/BA or equivalent experience.
Help Desk	Staffs help desk at tier one level for appropriate function.	Minimum of 6 months experience in appropriate field or on actual help desk.	BS/BA or appropriate experience.
Project Administration Staff	Provides administrative support to the project. Supports the production of project deliverables and performs clerical and administrative functions required to complete work related to the project.	Minimum of one-year experience or BS/BA.	BS/BA or equivalent experience.