

**General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List**

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

**Schedule for – Corporate Contract
Federal Supply Groups C R499, C R710 and C D316**

Contract Number: GS-00F-0065N

Contract Period: November 1, 2006 thru October 31, 2011

CONTRACTOR:



**1235 S. Clark St.
Suite 603**

Arlington, VA 22202

Phone: (571) 527-1000

Fax: (571) 527-1009

**Email: billmorrow@pma-inc.com
www.pma-inc.com**

Contract Administration:	William J. Morrow	DUNS Number 18-335-3085
Business Size:	Small	
Supplement No.:	One	
Effective Date:	November 1, 2006 – October 31, 2011	



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Information for Ordering Offices

1. Geographic Scope of Contract: Worldwide

2. Contractor's Ordering Address:

Program Management Associates, Inc. (PMA)
1235 S. Clark St., Suite 603
Arlington, VA 22202
(571) 527-1000 (Phone)
(571) 527-1009 (Facsimile)

Contractor's Payment Address: Same as Ordering Address

Note: Government Purchase Cards will be accepted for payments equal to or less than the micro-purchase threshold for orders.

Government Purchase Cards will be accepted for payments above the micro-purchase threshold.

Below is the URL for the PMA Homepage. Services offered can be viewed at this site:

<http://www.pma-inc.com>

3. FOB Destination for the 48 Contiguous states and Alaska, Hawaii, Puerto Rico and Washington, D.C.

4. Delivery Schedule

(a) **Time of Delivery.** The contractor shall deliver to destination within the specified timeframe set forth below:

Special Item Number	Delivery Time
C R499	As Specified on Task Order
C R710	As Specified on Task Order
C D316	As Specified on Task Order

Expedited Delivery Times. Contact Contractor.

Overnight and 2-Day Delivery Times. Contact Contractor.

(b) **Urgent Requirements.** Contact Contractor.

5. Points of Production

As specified on Task Order.

6. Discounts

Prices shown are NET prices; basic discounts have been deducted.

- (a) Prompt Payment: Net 30
- (b) Quantity: None
- (c) Dollar Volume: None
- (d) Government Education Institutions: Same as all other Government customers.

7. Trade Agreements Act of 1979, as amended

There are no foreign items offered on this schedule.

Information for Ordering Offices, cont.

8. Export Packing: Not applicable.

9. Lowest price item/service for each SIN

SIN C R499	\$32.30
SIN C R710	\$29.85
SIN C D316	\$46.75

10. Minimum Order

The minimum dollar value of orders to be issued is \$300.

11. Maximum Order

(a) Special Item C R499 – Other Professional Services

The maximum dollar value per order for all ‘Other Professional Services’ will be \$1,000,000.

(b) Special Item C R710 – Financial and Business Solutions

The maximum dollar value per order for all ‘Financial and Business Solutions’ will be \$1,000,000.

(c) Special Item C D316 – Network Management Services

The maximum dollar value per order for all ‘Network Management Services’ will be \$1,000,000.

12. Travel

All Contractor travel will be accordance with the Federal Travel Regulation 31.205-46 as applicable.

13. Terms and conditions of Government commercial credit card acceptance: The credit card is accepted for all purchases above the micro-purchase threshold.

14. Terms and conditions of rental, maintenance, and repair: Not applicable.

15. Terms and conditions of installations: Not applicable.

16. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not applicable.

17. List of service and distribution points: Not applicable.

18. List of participating dealers: Not applicable.

19. Preventative maintenance: Not applicable.

20. Year 2000 (Y2K) compliant: Not applicable.

21. Environmental attributes: Not applicable.

22. Data Universal Numbering System (DUNS) number: 18-335-3085

23. Central Contractor Registration: Registered.

SIN Descriptions

SIN C R499 Other Professional Services

Provide expert advice, assistance, guidance or counseling in support of agencies' management, organizational and business improvement efforts. This may also include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to: strategic, business and action planning; systems alignment; cycle time; high performance work; leadership systems; performance measures and indicators; process and productivity improvement; organizational assessments, program audits, and evaluations. In addition, provide customized off-the-shelf training packages to the agency's specific needs related to management, organizational and business improvement services, such as but not limited to: customer service; team building; performance measurement; business process reengineering; strategic planning; ISO 9000 and ISO 14000; statistical process control; quality management; benchmarking; and process improvement; performance problem-solving; and change management. Customization of off-the-shelf training may include but is not limited to: workbooks; training manuals; slides; videotapes; overhead transparencies; advanced presentation media; and state-of-the-art computer based training.

SIN C R710 Financial and Business Solutions

Assess and improve the budget formulations process, assess and improve the budget execution process, conduct special reviews to resolve budget formulation or budget execution issues, review budgetary controls and assist management with implementing corrective actions. Assess and improve financial reporting management systems, conduct A-127 system compliance reviews, assist management with implementing corrective actions, documentation of systems, identify systems requirements, plan and develop systems, provide technical assistance in meeting agency financial management system requirements, assess and improve financial reporting and analysis, develop new reporting formats and pro-forma financial reports, assist in improving and streamlining reporting and analysis processes, perform cost-benefit or other special financial analysis, provide assistance in complying with the requirements of the Government Performance & Results Act, assist with devising and implementing performance measures and related processes and systems, assist with strategic and operational financial planning, resolve audit recommendations and assist with implementing corrective actions, assist in financial policy formulation and development, perform economic and regulatory analyses (OMB) and assist with quality assurance efforts.

SIN C D316 IT Network Management Services

Includes resources and facilities management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, subscriptions/publications (electronic media), and other services.

**Terms and Conditions Applicable to Purchase of
Other Professional Services (SIN C R499) – Consulting Services and
Financial and Business Solutions (SIN C R710)**

- 1. Place of Performance:** Contractor will perform work at either the government site or contractor site, as specified on the task order.
- 2. Period of Performance:** Efforts are anticipated to be performed by persons assigned on a long-term (not less than 90 consecutive calendar days) full-time basis for work performed at the government site. The period of performance for work performed at contractor's site will be negotiated at each task order.
- 3. Government Furnished Property:** At a minimum, facilities for the Contractor will be equal to those facilities the government provides to its own personnel of comparable work experience, ability and position who are performing similar work as the Contractor. (To be negotiated between contractor and agency.)

**Terms and Conditions Applicable to Purchase of
Other Professional Services (SIN C R499) - Training Services**

- 1. Payment:** Advanced payment must be made by check (made out to Program Management Associates, Inc.), VISA, MasterCard, or company purchase order.
- 2. Registration:** Registrations are accepted up to one full workday (M-F) before the class begins. Fax or mail registration form to PMA to reserve space in the class, however note that enrollment is not confirmed until payment is received or a purchase order number has been issued. If payment is not received 14 days prior to the start of the class, the spot may be given to someone that is on the waiting list. **PMA reserves the right to cancel any class due to low enrollment.**

<p style="text-align: center;">Terms and Conditions Applicable to Purchase of IT Network Management Services (SIN C D316)</p>

- 4. Place of Performance:** Contractor will perform work at either the government site or contractor site, as specified on the task order.
- 5. Period of Performance:** Efforts are anticipated to be performed by persons assigned on a long-term (not less than 90 consecutive calendar days) full-time basis for work performed at the government site. The period of performance for work performed at contractor's site will be negotiated at each task order.
- 6. Government Furnished Property:** At a minimum, facilities for the Contractor will be equal to those facilities the government provides to its own personnel of comparable work experience, ability and position who are performing similar work as the Contractor. (To be negotiated between contractor and agency.)

GSA Schedule Price List

SIN C R499 Other Professional Services

GOVERNMENT SITE PRICES

Labor Category	11/01/06 – 10/31/07	11/01/07 – 10/31/08	11/01/08 – 10/31/09	11/01/09 – 10/31/10	11/01/10 – 10/31/11
Administrative Assistant	\$32.30	\$33.53	\$34.81	\$36.13	\$37.50
Management Analyst I	\$46.77	\$48.55	\$50.39	\$52.31	\$54.29
Management Analyst II	\$65.40	\$67.88	\$70.46	\$73.14	\$75.92
Management Analyst III	\$87.37	\$90.69	\$94.13	\$97.71	\$101.42
Management Analyst IV	\$110.27	\$114.46	\$118.81	\$123.33	\$128.01
Management Analyst V	\$142.79	\$148.22	\$153.85	\$159.70	\$165.77
Management Analyst VI	\$168.78	\$175.20	\$181.85	\$188.76	\$195.94
Programmer/Analyst	\$58.83	\$61.07	\$63.39	\$65.80	\$68.30
Sr. Programmer/Analyst	\$79.99	\$83.02	\$86.18	\$89.45	\$92.85
Project Manager	\$112.81	\$117.09	\$121.54	\$126.16	\$130.96
Sr. Consultant	\$122.28	\$126.93	\$131.75	\$136.76	\$141.95

Prices above based on a minimum of 90 consecutive calendar days.

CONTRACTOR SITE PRICES (PMA)

Labor Category	11/01/06 – 10/31/07	11/01/07 – 10/31/08	11/01/08 – 10/31/09	11/01/09 – 10/31/10	11/01/10 – 10/31/11
Administrative Assistant	\$40.35	\$41.88	\$43.47	\$45.13	\$46.84
Management Analyst I	\$58.41	\$60.63	\$62.93	\$65.32	\$67.80
Management Analyst II	\$81.67	\$84.78	\$88.00	\$91.34	\$94.81
Management Analyst III	\$109.09	\$113.24	\$117.54	\$122.01	\$126.64
Management Analyst IV	\$137.69	\$142.92	\$148.35	\$153.99	\$159.84
Management Analyst V	\$178.31	\$185.08	\$192.12	\$199.42	\$206.99
Management Analyst VI	\$210.76	\$218.77	\$227.08	\$235.71	\$244.66
Programmer/Analyst	\$73.44	\$76.23	\$79.13	\$82.14	\$85.26
Sr. Programmer/Analyst	\$99.89	\$103.68	\$107.62	\$111.71	\$115.96
Project Manager	\$140.85	\$146.20	\$151.75	\$157.52	\$163.51
Sr. Consultant	\$152.67	\$158.47	\$164.49	\$170.74	\$177.23

GSA Schedule Price List

SIN C R499 Other Professional Services – Training Courses

Course Title	Course #	Length of Course (Days)	Price per Participant
EVMS: Fundamentals of Earned Value Management Systems	EVMS 100	2	\$485.28
Scheduling: Fundamentals of Project Planning and Scheduling	Scheduling 100	2	\$485.28

For course descriptions, please see PMA's web site: <http://www.pma-inc.com>.

PMA reserves the right to cancel any course if total enrollment from all government and commercial organizations is less than 4 participants.

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SIN C R710 Financial and Business Solutions

GOVERNMENT SITE PRICES

Labor Category	11/1/2006-10/31/2007	11/1/2007-10/31/2008	11/1/2008-10/31/2009	11/1/2009-10/31/2010	11/1/2010-10/31/2011
Administrative Assistant	\$29.85	\$30.99	\$32.16	\$33.38	\$34.65
Jr. Analyst	\$37.52	\$38.95	\$40.43	\$41.97	\$43.56
Financial Analyst I	\$50.41	\$52.33	\$54.32	\$56.38	\$58.52
Financial Analyst II	\$60.05	\$62.34	\$64.70	\$67.16	\$69.72
Financial Analyst III	\$68.55	\$71.16	\$73.86	\$76.67	\$79.58
Financial Analyst IV	\$86.57	\$89.86	\$93.27	\$96.82	\$100.50
Program Manager	\$97.84	\$101.55	\$105.41	\$109.42	\$113.58
Sr. Program Manager	\$117.96	\$122.45	\$127.10	\$131.93	\$136.94
Sr. Consultant	\$133.43	\$138.50	\$143.77	\$149.23	\$154.90
Sr. Partner	\$155.96	\$161.89	\$168.04	\$174.43	\$181.06
Systems Analyst	\$71.17	\$73.88	\$76.69	\$79.60	\$82.62
Sr. Systems Analyst	\$81.51	\$84.60	\$87.82	\$91.16	\$94.62

CONTRACTOR SITE PRICES (PMA)

Labor Category	11/1/2006-10/31/2007	11/1/2007-10/31/2008	11/1/2008-10/31/2009	11/1/2009-10/31/2010	11/1/2010-10/31/2011
Administrative Assistant	\$38.22	\$41.18	\$42.75	\$44.37	\$46.06
Jr. Analyst	\$49.90	\$51.79	\$53.76	\$55.80	\$57.92
Financial Analyst I	\$67.03	\$69.58	\$72.22	\$74.97	\$77.82
Financial Analyst II	\$79.85	\$82.88	\$86.03	\$89.30	\$92.70
Financial Analyst III	\$91.16	\$94.62	\$98.22	\$101.95	\$105.82
Financial Analyst IV	\$115.11	\$119.48	\$124.02	\$128.73	\$133.62
Program Manager	\$130.08	\$135.02	\$140.15	\$145.48	\$151.01
Sr. Program Manager	\$156.84	\$162.80	\$168.99	\$175.41	\$182.08
Sr. Consultant	\$177.42	\$184.16	\$191.16	\$198.42	\$205.96
Sr. Partner	\$207.37	\$215.25	\$223.43	\$231.92	\$240.73
Systems Analyst	\$94.63	\$98.22	\$101.95	\$105.83	\$109.85
Sr. Systems Analyst	\$108.38	\$112.49	\$116.77	\$121.21	\$125.81

GSA Schedule Price List

SIN C D316 Network Management Services

GOVERNMENT SITE PRICES

Labor Category	November 1, 2006
Senior Network Engineer	\$97.59
Network Engineer	\$76.50
Technician	\$55.25
Bench Technician	\$46.75

CONTRACTOR SITE PRICES (PMA)

Labor Category	November 1, 2006
Senior Network Engineer	\$110.00
Network Engineer	\$85.00
Technician	\$60.00
Bench Technician	\$55.00

Labor Category Qualifications for SIN C R499

Labor Category	Education	Years Exp.	Additional Requirements
Administrative Assistant	High School Diploma	1	
	Associates degree	0	
Management Analyst I	High School Diploma	3	
	Bachelors degree in Management, Business Administration, Economics or related field.	0	
Management Analyst II	Bachelors degree in Management, Business Administration, Economics or related field.	2	Experience in program, project or management analysis.
	Masters degree in related field.	0	
	HS with no college degree; 4 years general work experience plus 3 years specialized experience	7	
Management Analyst III	Bachelors degree in Management, Business Administration, Economics or related field.	6	Experience in program, project or management analysis.
	Masters degree in related field.	3	
	HS with no college degree; 6 years general work experience plus 4 years specialized experience	10	
Management Analyst IV	Bachelors degree in Management, Business Administration, Economics or related field.	10	Experience in program, project or management analysis and 2 years management experience.
	Masters degree in related field.	6	
	HS with no college degree; 12 years general work experience plus 8 years specialized experience	20	
Management Analyst V	Bachelors degree in Management, Business Administration, Economics or related field.	12	Experience in program, project or management analysis and 5 years management experience.
	Masters degree in related field.	8	
Management Analyst VI	Bachelors degree in Management, Business, Administration, Economics or related field.	15	Experience in program, project or management analysis and 5 years experience managing major projects, contracts, funds and resources OR 4 years Senior Executive Service (SES) experience Must be recognized as an expert in the field and possess specialized knowledge and expertise.
	Masters degree in related field.	10	

Programmer/Analyst	Bachelors degree in Computer Science, Mathematics, Engineering or equivalent.	0	
	HS with no college degree; 3 years general work experience plus 2 years specialized experience	5	
Sr. Programmer/Analyst	Bachelors degree in Computer Science, Mathematics, Engineering or equivalent.	3	
	HS with no college degree; 4 years general work experience plus 3 years specialized experience	7	
Project Manager	Bachelors degree in Computer Science, Mathematics, Engineering or equivalent.	5	Computer programming experience and at least 2 years managing the automation of business process improvements.
	HS with no college degree; 5 years general work experience plus 4 years specialized experience	9	
Sr. Consultant	Bachelors degree in Computer Science, Mathematics, Engineering or equivalent.	7	Computer programming experience and at least 2 years managing the automation of business process improvements.
	HS with no college degree; 7 years general work experience plus 5 years specialized experience	12	

Labor Category Descriptions for SIN C R710

Labor Category	Education	Years Exp.	Description
Administrative Assistant	High School Diploma	2	Supports technical personnel in project execution by assisting with project security, contractual, and administrative support tasks.
Junior Analyst	High School Diploma	2	Posts and balances a variety of financial data in various government financial systems. Checks and verifies transactions to ensure consistency and accuracy of financial documents and entries. Provides general functional support as needed.
	Bachelors Degree in Management, Business Administration, Finance, Accounting, Economics or related field.	0	
Financial Analyst I	Bachelors degree in Management, Business Administration, Finance, Accounting, Economics or related field.	1	Analyzes business or operating procedures to devise the most efficient method of accomplishing the work. Tracks administrative management of contracts, personnel and costs. Plans the study of work problems and procedures, gathers and analyzes data, organizes and documents findings of studies, and prepares recommendations for implementing new systems, procedures, or organizational changes.
	HS with no college degree; 3 years general work experience plus 3 years specialized experience	6	
Financial Analyst II	Bachelors degree in Management, Business Administration, Finance, Accounting, Economics or related field.	3	Analyzes business or operating procedures to devise the most efficient method of accomplishing the work. Tracks administrative management of contracts, personnel and costs. Plans the study of work problems and procedures, gathers and analyzes data, organizes and documents findings of studies, and prepares recommendations for implementing new systems, procedures, or organizational changes.
	Masters Degree in related field.	0	
	HS with no college degree; 4 years general work experience plus 3 years specialized experience	7	
Financial Analyst III	Bachelors degree in Management, Business Administration, Finance, Accounting, Economics or related field.	4	Analyzes, plans, directs, and coordinates activities of designated project. Reviews project plans to determine timeframe, funding limitations, and procedures for accomplishing projects, staffing requirements, and allotment of available resources for various project phases. Gathers, organizes, and analyzes problem and/or procedural data. Confers with project staff to communicate detailed work plans. Must be capable of developing and manipulating databases. Prepares project reports for the customer and reviews reports prepared by others.
	Masters Degree in related field.	1	
	HS with no college degree; 5 years general work experience plus 4 years specialized experience	9	

Financial Analyst IV	Bachelors degree in Management, Business Administration, Finance, Accounting, Economics or related field.	6	Plans and organizes the analysis efforts of a designated project. Consults with Contracting Officer's Technical Representative (COTR) and other government project office personnel, as well as the Project Manager and other contractor personnel as required to minimize costs and maximize efficiency in achieving requirements stated in the contract. Reviews project plans to determine timeframe, funding limitations, and procedures for accomplishing project. Plans, organizes and directs the budget, cost, and schedule analysis efforts. Possesses skill in financial management, program financial planning, and pricing. Requires capability to develop and manipulate databases; and assess budget, cost and schedule implications of existing and projected technological advance.
	Masters Degree in related field.	2	
	HS with no college degree; 6 years general work experience plus 4 years specialized experience	10	

Labor Category Descriptions for SIN C R710, cont.

Labor Category	Education	Years Exp.	Description
Program Manager	Bachelors degree in Management, Business Administration, Finance, Accounting, Economics or related field and at least 4 years of direct management experience.	8	Responsible for managing all facets of contract operations. Serves as the Program Director and the contractor counterpart to the Government program/technical manager. Functions as the primary point of contact for customers in the areas of contract performance and technical direction. Possesses a comprehensive understanding of Government financial management system requirements. Establishes and maintains quality standards for work performance on all contract task orders and projects. Formulates strategic plans and approves contract deliverables. Plans, organizes, and oversees work efforts, assigns project resources, supervises subordinate personnel, provides risk management, ensures quality control, and monitors task, sub-project, and overall contract performance. Provides management guidance in the accomplishment of work efforts and ensures adherence to contracts and government standards and measures of performance.
	Masters Degree in related field. Also requires at least 4 years of direct management experience.	4	
	HS with no college degree; 7 years general work experience plus 6 years specialized experience	13	
Sr. Program Manager	Bachelors degree in Management, Business Administration, Finance, Accounting, Economics or related field. Also requires at least 5 years of direct project planning and management experience.	10	Functions as the senior financial expert for leading and managing a large, complex effort involving integrated groups of accounting, budgeting, financial, and system analyses staffs in performance of Financial Management Services efforts. Serves as the Program Director and the contractor counterpart to the Government program/technical manager for a program requiring significant integration of several financial management disciplines. Functions as the primary point of contact for customers in the areas of contract performance and technical direction. Possesses a comprehensive understanding of Government financial management system requirements. Organizes, directs, and coordinates planning and output of task order activities. Meets with customer's management personnel and customer directed representatives. Formulates and executes approved task order objectives and ensures the quality and timeliness of contract deliverable items. Ensures all deliverable items conform to contract and applicable government standards. Plans, assigns, schedules, and reviews work of subordinates. Explains policies, purpose and objectives of tasks to project subordinates.
	Masters Degree in related field and at least 5 years of direct project planning and management experience.	6	
	HS with no college degree; 12 years general work experience plus 8 years specialized experience	20	
Systems Analyst	Bachelors degree in a technical field, operations research, management, computer science, engineering, or related discipline.	3	Reviews components of the overall system under the supervision of the Senior Systems Analyst. Formulates and recommends solutions to highly specialized problems requiring creative thinking for the development of efficient solutions to customer requirements. Prepares working papers and other documentation to support recommended changes to the existing system.
	Masters Degree in related field.	0	
	HS with no college degree; 4 years general work experience plus 3 years specialized experience	7	

Labor Category Descriptions for SIN C R710, cont.

Labor Category	Education	Years Exp.	Description
Sr. Systems Analyst	Bachelors degree in a technical field, operations research, management, computer science, engineering, or related discipline. Must have had at least one experience in a large-scale implementation project.	5	Performs system design and development. Supervises and provides technical guidance to Systems Analysts. Formulates and implements solutions to complex and/or highly specialized problems requiring a high degree of technical expertise and creative thinking for the development of efficient solutions to complex customer requirements. Develops system improvement recommendations for review by the Project Manager. Must have the capability to lead subordinate level positions.
	Masters Degree in related field. Must have had at least one experience in a large-scale implementation project.	1	
	HS with no college degree; 5 years general work experience plus 4 years specialized experience	9	

Labor Category Description for SIN C D316

Labor Category	Education	Years Exp.	Description
Senior Network Engineer	Bachelor of Science degree in Computer Science or related field. As a minimum the individual must possess certifications in Microsoft and/or Novell networks. (MCSE or CNE)	10	The Sr. Network Engineer shall have a minimum of ten (10) years experience in Network implementation and operations. They are considered experts in the implementation and operations of complex LAN/WAN environments. They manage groups of network engineers and technical specialists in the operations and implementation of complex LAN/WAN operations.
	Masters degree in a related field. As a minimum the individual must possess certifications in Microsoft and/or Novell networks. (MCSE or CNE)	5	
Network Engineer	High School diploma or GED. MCSE and/or CNE certifications are highly desirable but not absolutely necessary.	10	The Network Engineer shall have a minimum of 5 years experience in Network implementation and Operations. They can manage Jr. Network Engineers and technicians. They are considered journeyman network specialists and require additional time and experience to achieve Sr. Network Engineer status. He/She manages and implements complex LAN/WAN operations.
	BS degree in Computer Science or related field. MCSE and/or CNE certifications are highly desirable but not absolutely necessary.	5	

Labor Category Description for SIN C D316 continued

Labor Category	Education	Years Exp.	Description
Technician	High School diploma or GED equivalent. Must be A+ certified or equivalent	3	The Technician shall have 3 years experience in computer related activity with emphasis on network operations. Solving problems in regard to the WAN/LAN
	Bachelor of Arts/ Bachelor of Science degree. They will be A+ certified or equivalent.	0	
Bench Technician	High School diploma or equivalent. Must be A+ certified.	1	The Workstation Technician shall have a minimum of a year of experience in computer related activity. He/She will provide support to PC users in hardware and software issues.
	Bachelor of Arts/ Bachelor of Science degree in Computer Science. Must be A+ Certified or equivalent.	0	