

## ECRAFT PROFESSIONAL LABOR CATEGORY INFORMATION SHEETS

Labor Category		SCA Category
<b>ACQUISITION MANAGEMENT SUPPORT</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Acquisition Management provides daily program, analytical, and acquisition management support to senior level executives. Acquisition Management provides detail oriented management of records, business research analysis, and valuation strategies. They may also be involved in various administrative tasks.</p> <p>Acquisition Management should have strong computer, finance, and analytical skills. They will often work with or lead teams.</p>		
<b>ADDITIONAL REQUIREMENTS</b> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>ACQUISITION MANAGEMENT SUPPORT I</b>	<b>AMS1</b>
<b>Typical Education:</b> <p>Bachelor's level degree.</p> <b>Typical Experience:</b> <p>No required professional experience.</p> <b>Additional Guidelines:</b> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>ACQUISITION MANAGMENT SUPPORT II</b>	<b>AMS2</b>
<b>Typical Education:</b> <p>Bachelor's level degree.</p> <b>Typical Experience:</b> <p>3 years professional experience in acquisition management support.</p> <b>Additional Guidelines:</b> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>ACQUISITION MANAGMENT SUPPORT III</b>	<b>AMS3</b>
<b>Typical Education:</b> <p>Bachelor's level degree.</p> <b>Typical Experience:</b> <p>7 or more years professional experience in acquisition management support.</p> <b>Additional Guidelines:</b> <p>None</p>		

Labor Category <b>(NEW)</b>	SCA Category
<b>ACQUISITION COST ESTIMATOR</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b>	

A cost estimator provides cost related analysis and assessments of products and services and performs parametric tradeoff studies, and assesses cost estimates. A cost estimator is proficient with using modern computational tools and spreadsheets to conduct cost assessments. Typical tools include the USN's Visibility and Management of Operating Costs (VAMOSOC) databases and Operating and Support Cost Analysis Model (OSCAM) suite of cost models for a variety of Operations and Support (O&M) costing tasks. A cost estimator develops program life cycle cost estimates, and performs concepts and technology tradeoff studies for programs and projects.

#### ADDITIONAL REQUIREMENTS

None

#### eCraft Title

#### eCraft Code

#### ACQUISITION COST ESTIMATOR I

ACE1

##### Typical Education:

Degree in Operations Research or at least 24 semester hours in a combination of operations research, mathematics, probability, statistics, mathematical logic, science, or subject-matter courses requiring substantial competence in college-level mathematics or statistics. At least 3 of the 24 semester hours must have been in calculus.

##### Typical Experience:

At least 2 years of acquisition experience in cost estimating.

##### Additional Guidelines:

None

#### eCraft Title

#### eCraft Code

#### ACQUISITION COST ESTIMATOR II

ACE2

##### Typical Education:

Degree in Operations Research or at least 24 semester hours in a combination of operations research, mathematics, probability, statistics, mathematical logic, science, or subject-matter courses requiring substantial competence in college-level mathematics or statistics. At least 3 of the 24 semester hours must have been in calculus.

##### Typical Experience:

At least 4 years of acquisition experience in cost estimating supporting a program office, PEO, Service/Defense agencies, or supporting program(s) that report to a Service Acquisition Executive (SAE).

##### Additional Guidelines:

Certified in the Cost Estimating career field by a recognized professional society or educational organization (i.e., Career field specific DAWIA level II / Practitioner, ICEAA PCEA, etc.).

#### eCraft Title

#### eCraft Code

#### ACQUISITION COST ESTIMATOR III

ACE3

##### Typical Education:

Degree in Operations Research or at least 24 semester hours in a combination of operations research, mathematics, probability, statistics, mathematical logic, science, or subject-matter courses requiring substantial competence in college-level mathematics or statistics. At least 3 of the 24 semester hours must have been in calculus.

##### Typical Experience:

At least 6 years of acquisition experience in cost estimating and serving a program office, PEO, Service/Defense agency level, or supporting a program that reports to a Service Acquisition Executive (SAE).

##### Additional Guidelines:

Certified in the Cost Estimating career field by a recognized professional society or educational organization (i.e. Career field specific DAWIA level III / Advanced, ICEAA CCEA, etc.).

Labor Category (updated)	SCA Category
ANALYST, FINANCIAL SYSTEMS	NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Financial Analysts provide financial management support for a branch, office, organization, or department. They may also perform the following duties. Providing advice and technical assistance in the preparation of annual budgets. Measure organizational performance; assess the effects of various programs and policies on the budget. Analysts examine budget estimates or proposals for completeness, accuracy, and conformance with established procedures, regulations, and organizational objectives. May employ cost-benefit analysis to review financial requests, assess program tradeoffs, and explore alternative funding methods. Examine past and current budgets and research economic and financial developments that affect the organization's spending. Develop guidelines and policies governing the formulation and maintenance of budgets. May conduct training sessions for company or government agency personnel regarding new budget procedures. Coordinate financial activities across various stakeholders. Manage finances across multiple funding types. Track budgets, costs, and variances. Produce executive summaries. Conduct financial reporting and analyses on financial issues and customer requirements. Develop and propose courses of actions (COAs) and recommendations for financial issues. Interpret and apply financial management principles. Apply financial management processes, techniques, policies, regulations and organizational strategic goals.	
<b>ADDITIONAL REQUIREMENTS</b>  None	
eCraft Title	eCraft Code
ANALYST, FINANCIAL SYSTEMS I	ANFS1
<b>Typical Education:</b> Bachelor's Degree  <b>Typical Experience:</b> No professional experience required  <b>Additional Guidelines:</b> None	
eCraft Title	eCraft Code
ANALYST, FINANCIAL SYSTEMS II	ANFS2
<b>Typical Education:</b> Bachelor's degree  <b>Typical Experience:</b> 3 years experience in a related field  <b>Additional Guidelines:</b> None	
eCraft Title	eCraft Code
ANALYST, FINANCIAL SYSTEMS III	ANFS3
<b>Typical Education:</b> Bachelor's degree  <b>Typical Experience:</b> 7 years experience in a related field  <b>Additional Guidelines:</b> None	
eCraft Title	eCraft Code

ANALYST, FINANCIAL SYSTEMS IV	ANFS4
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience with financial management <b>Additional Guidelines:</b> None	

Labor Category (updated)		SCA Category
ANALYST, MANAGEMENT		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Collect, review, and analyze information in order to make recommendations to the Government.</p> <p>Define the nature and extent of problems. Analyze relevant data, which may include annual revenues, employment, cost performance, schedule or expenditures. Interview managers and employees while observing their operations. Develop solutions to problems. In the course of preparing recommendations, understand the nature of the organization, the relationship it has with others in the Government, and its internal organization and culture. Prepare and solve mathematical models.</p> <p>Report findings and recommendations to the Government. Reports are usually submitted in writing, but oral presentations regarding findings also are common. For some projects, management analysts are retained to help implement the suggestions they have made.</p>		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
I	ANALYST, MANAGEMENT I	ANM1
<b>Typical Education:</b> Bachelor's Degree in a business or technical field <b>Typical Experience:</b> 3 years experience in engineering/science management, operations research analysis or financial/cost analysis <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code

II	ANALYST, MANAGEMENT II	ANM2
<b>Typical Education:</b> Bachelor's Degree in a business or technical field <b>Typical Experience:</b> 7 years experience in engineering/science management, operations research analysis or financial/cost analysis. Significant experience in U.S. Navy programs or operations. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
III	ANALYST, MANAGEMENT III	ANM3
<b>Typical Education:</b> Bachelor's or Advanced Degree in a business or technical field <b>Typical Experience:</b> 10 or more years experience in engineering/science management, operations research analysis or financial/cost analysis. Significant experience in U.S. Navy programs or operations. <b>Additional Guidelines:</b> None		

Labor Category		SCA Category
ANALYST, OPERATIONS		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Operations research analysts help determine better ways to coordinate and manage large organizations that require the effective use of money, materials, equipment, and people. This is accomplished by applying analytical methods from mathematics, science, and engineering. Operations research analysts may be concerned with diverse issues such as top-level strategy, planning, forecasting, resource allocation, performance measurement, scheduling, the design of production facilities and systems, supply chain management, pricing, transportation and distribution, and the analysis of large databases.</p> <p>Analysts gather information, then select the most appropriate analytical technique. Analysts can use any of several techniques, including simulation, linear and nonlinear programming, dynamic programming, queuing and other stochastic-process models, and the analytic hierarchy process. Most techniques involve the construction of mathematical models that attempt to describe the system being studied. The use of models enables the analyst to assign values to the different components and clarify the relationships among them. The values can be altered to examine what may happen to the system under different circumstances.</p>		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
I	ANALYST, OPERATIONS I	ANP1
<b>Typical Education:</b> Bachelor's level degree in an Engineering discipline, Physics or Mathematics <b>Typical Experience:</b> 3 years professional experience in operations research <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
II	ANALYST, OPERATIONS II	ANP2
<b>Typical Education:</b>		

Bachelor's level degree in an Engineering discipline, Physics or Mathematics

**Typical Experience:**

7 years professional experience in operations research

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
III	ANALYST, OPERATIONS III	ANP3

**Typical Education:**

Bachelor's level degree in an Engineering discipline, Physics or Mathematics and a Master's level degree in Operations Research or Mathematics

**Typical Experience:**

10 years professional experience in operations research

**Additional Guidelines:**

None

Labor Category	SCA Category
AUDIO VISUAL SPECIALISTS	NO

**GENERAL DUTIES OR EXPERIENCE:**

This guide describes specialists in audio visual productions.

**ADDITIONAL REQUIREMENTS**

None

Level	eCraft Title	eCraft Code
	AUDIO VISUAL ANIMATOR	AVA

**Typical Education:**

Bachelor's Degree in Fine Arts, design, graphics, animation or related fields

**Typical Experience:**

8 years experience in 2-D and 3-D animation software

**Additional Guidelines:**

Experience with animation projects that include TV spots and industrial sequences or experience as an animator at a major animation company (i.e. Disney, etc).

Level	eCraft Title	eCraft Code
	AUDIO VISUAL SCRIPT WRITER	AVSW

**Typical Education:**

Bachelor's degree in English, Communications, Journalism or related fields

**Typical Experience:**

4 years experience in writing scripts for various media applications

**Additional Guidelines:**

Script writing experience in the production of: (1) CD-ROM-based training materials; (2) television documentaries or news programs or news specials; or (3) sales presentations, marketing presentations, and the like.

Level	eCraft Title	eCraft Code
I	AUDIO VISUAL DIRECTOR/PRODUCER I	AVDP1

**Typical Education:**

Bachelor's degree in fine arts, communications, graphic design, or animation

**Typical Experience:**

2 years experience in directing or producing audio visual projects.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
II	AUDIO VISUAL DIRECTOR/PRODUCER II	AVDP2

**Typical Education:**

Bachelor's degree in fine arts, communications, graphic design, or animation

**Typical Experience:**

5 years experience in directing or producing audio visual projects.

**Additional Guidelines:**

None

Labor Category	SCA Category
BOAT OPERATOR	NO

**GENERAL DUTIES OR EXPERIENCE:**

A boat operator is proficient with planning and executing maritime operations including support for U.S. Navy sea trials. A boat operator steers and operates vessels using radios, depth finders, lights, and buoys. Boat operators must be able to safely operate vessels in all weather conditions. Boat operators must be familiar with all marine, Federal Coast Guard, state, and local rules and regulations.

A boat operator must be able to inspect the vessel to ensure safe operations. A boat operator conducts safety drills with the crew. A boat operator is able to signal others to coordinate vehicle movement. A boat operator communicates with others to coordinate material handling, rig tow lines, and vessel movement.

A boat operator records operational details of vessel travel.

**ADDITIONAL REQUIREMENTS**

U.S. Coast Guard Master License of 25 tons or greater. Two years of experience working with military small boats and watercraft.

eCraft Title	eCraft Code
BOAT OPERATOR	BTO

**Typical Education:**

High school diploma or above.

**Typical Experience:**

Experience with Special Operations with the U.S. Navy; Experience in operating boats during salvage and rescue operations; Experience in operating boats during sea trials.

**Additional Guidelines:**

None

Labor Category	SCA Category
CHEMIST	NO

<b>GENERAL DUTIES OR EXPERIENCE:</b>		
Functions as a Chemist or Materials Scientist. May include analytical chemists, organic chemists, physical and theoretical chemists, macromolecular chemists, physical and theoretical chemists (and others).		
<b>ADDITIONAL REQUIREMENTS</b>		
None		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>I</b>	<b>CHEMIST I</b>	<b>CHEM1</b>
<b>Typical Education:</b> Bachelor's level degree in Chemistry <b>Typical Experience:</b> 3 years professional experience <b>Additional Guidelines:</b> None		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>II</b>	<b>CHEMIST II</b>	<b>CHEM2</b>
<b>Typical Education:</b> Master's level degree in Chemistry <b>Typical Experience:</b> 7 years professional experience <b>Additional Guidelines:</b> None		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>III</b>	<b>CHEMIST III</b>	<b>CHEM3</b>
<b>Typical Education:</b> Ph.D. degree in Chemistry <b>Typical Experience:</b> 10 or more years professional experience. <b>Additional Guidelines:</b> None		

<b>Labor Category(new)</b>	<b>SCA Category</b>
<b>CONTRACTS MANAGEMENT ANALYST</b>	<b>NO</b>
Contracts Management Analysts assist the Government to draft procurement-related documents in accordance with the Federal Acquisition Regulations and associated supplements and DOD 5000 series requirements. They may also perform the following duties:  <ul style="list-style-type: none"> <li>• Coordinate Industry Days.</li> <li>• Develop Requirements documents, to include Market Research Reports, Work Statements, Contract Data Requirements Lists (CDRL), Contract Line Item Numbers (CLIN), DD-254s, Acquisition Plans, Source Selection Plans, Justifications &amp; Approvals, and Determinations &amp; Findings for activities approval by the Government.</li> <li>• Provide administrative source selection support.</li> <li>• Administer contracts, to include preparation of Procurement Requests, Modification Requests, Technical Direction Letters/Technical Instructions, and tracking obligations/ expenditures, and deliverables.</li> </ul>	
<b>ADDITIONAL REQUIREMENTS</b>	



None		
Level	eCraft Title	eCraft Code
I	CONTRACTS MANAGEMENT ANALYST I	CMA1
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> No required professional experience <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
II	CONTRACTS MANAGEMENT ANALYST II	CMA2
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> 3 years of professional experience with integrated master scheduling <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
III	CONTRACTS MANAGEMENT ANALYST III	CMA3
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience providing contract management support <b>Additional Guidelines:</b> None		

Labor Category	SCA Category
COUNSELOR	NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> Counselors assist people with personal, family, educational, mental health, career decisions and other various problems. Their duties depend on the individuals they serve and on the settings in which they work. Typical counseling services include, but are not limited to, alcohol and drug prevention programs, conflict resolution, domestic abuse and other family problems, assisting in career decisions, and job placement counseling.	
<b>ADDITIONAL REQUIREMENTS</b> None	
eCraft Title	eCraft Code
COUNSELOR	CNSLR
<b>Typical Education:</b> Master's degree in Psychology, social work, counseling, or equivalent with appropriate state licensing. <b>Typical Experience:</b> 3 years of experience providing counseling services. <b>Additional Guidelines:</b> None	

Labor Category (new)	SCA Category
DATABASE MANAGEMENT ANALYST	NO

<p>Database Management Analysts administer, test, and implement computer databases, applying knowledge of database management systems. They may also perform the following duties:</p> <ul style="list-style-type: none"> <li>• Coordinate changes to computer databases.</li> <li>• Plan, coordinate, and implement security measures to safeguard computer databases.</li> <li>• Maintain databases within an application area, working individually or coordinating database development as part of a team.</li> </ul>		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>DATABASE MANAGEMENT ANALYST I</b>	<b>DMA1</b>
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> No required professional experience <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>DATABASE MANAGEMENT ANALYST II</b>	<b>DMA2</b>
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> 3 years of professional experience administering, testing, and implementing computer databases <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>DATABASE MANAGEMENT ANALYST III</b>	<b>DMA3</b>
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience administering, testing, and implementing computer databases <b>Additional Guidelines:</b> None		

Labor Category <span>(new)</span>	SCA Category	
DATA SCIENTIST	NO	
<p>Data Scientists develop and implement a set of techniques or analytics applications to transform raw data into meaningful information using data-oriented programming languages and visualization software. They may also perform the following duties:</p> <ul style="list-style-type: none"><li>• Apply data mining, data modeling, natural language processing, and machine learning to extract and analyze information from large structured and unstructured datasets.</li><li>• Visualize, interpret, and report data findings.</li><li>• Create dynamic data reports.</li></ul>		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code

I	DATA SCIENTIST I	DSC1
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> No required professional experience <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>• Experience with software integration or testing, including analyzing and implementing test plans and scripts.</li> <li>• Experience with frequent scripting language use, such as Python and R and using packages commonly used in data science applications or advanced analytics</li> <li>• Experience with data science, data mining, statistics, or graph algorithms to support analytics objectives.</li> </ul>		
Level	eCraft Title	eCraft Code
II	DATA SCIENTIST II	DSC2
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> 3 years of professional experience with data science <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>• Experience with software integration or testing, including analyzing and implementing test plans and scripts.</li> <li>• Experience with frequent scripting language use, such as Python and R and using packages commonly used in data science applications or advanced analytics</li> <li>• Experience with data science, data mining, statistics, or graph algorithms to support analytics objectives.</li> <li>• Experience applying Structured Query Language (SQL), Non Structured Query Language (NoSQL), Application Program Interface (API) Building, Extract, Transform, and Load (ETL) pipelines, Web Application Servers, or Search Index.</li> <li>• Experience using programming languages and products such as Python, Jupyter Notebook, Pandas, Numpy, Requests, or Antigravity.</li> <li>• Experience applying complex mathematical and statistical concepts.</li> <li>• Experience applying statistical and operations research methods and tools.</li> <li>• Experience employing spreadsheets for data manipulation and visualization.</li> <li>• Relevant industry certification such as CompTIA Cloud Essentials/Microsoft Technical Associate (MTA)/Certificate of Cloud Security (CCSK)/CompTIA A+/CompTIA Security+/EMC Data Science Associate (EMCDSA)/Cloudera Certified Data Scientist (CCDH)/Certified Apache Hadoop Developer (HCAHD) (Hortonworks)/Certified Information System Security Professional (CISSP)/Certified Cloud Professional (CCP) (Cloudera)/Microsoft Certified Professional Developer (MCPD)/Microsoft Certified Solution Developer (MCSD)/Microsoft Certified Solution Expert (MCSE)/Private Cloud/Certified Administrator for Apache Hadoop (CCAH) (Cloudera)</li> </ul>		
Level	eCraft Title	eCraft Code
III	DATA SCIENTIST III	DSC3
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b>		

10 years of professional experience with data science

**Additional Guidelines:**

- Experience with software integration or testing, including analyzing and implementing test plans and scripts.
- Experience with frequent scripting language use, such as Python and R and using packages commonly used in data science applications or advanced analytics
- Experience with data science, data mining, statistics, or graph algorithms to support analytics objectives.
- Experience applying Structured Query Language (SQL), Non Structured Query Language (NoSQL), Application Program Interface (API) Building, Extract, Transform, and Load (ETL) pipelines, Web Application Servers, or Search Index.
- Experience using programming languages and products such as Python, Jupyter Notebook, Pandas, Numpy, Requests, or Antigravity.
- Experience applying complex mathematical and statistical concepts.
- Experience applying statistical and operations research methods and tools.
- Experience employing spreadsheets for data manipulation and visualization.
- Relevant industry certification such as CompTIA Cloud Essentials/Microsoft Technical Associate (MTA)/Certificate of Cloud Security (CCSK)/CompTIA A+/CompTIA Security+/EMC Data Science Associate (EMCDSA)/Cloudera Certified Data Scientist (CCDH)/Certified Apache Hadoop Developer (HCAHD) (Hortonworks)/Certified Information System Security Professional (CISSP)/Certified Cloud Professional (CCP) (Cloudera)/Microsoft Certified Professional Developer (MCPD)/Microsoft Certified Solution Developer (MCSD)/Microsoft Certified Solution Expert (MCSE)/Private Cloud/Certified Administrator for Apache Hadoop (CAAH) (Cloudera)

Labor Category		SCA Category
ENGINEER		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Engineers apply the theories and principles of science and mathematics to research and develop economical solutions to technical problems. Their work is the link between perceived social needs and commercial applications. Engineers design products, machinery, implement improved ways to extract, process, and use raw materials, such as petroleum and natural gas, develop new materials that both improve the performance of products and take advantage of advances in technology. Engineers analyze the impact of the products they develop or the systems they design on the environment and on the people using them.  In addition to design and development, many engineers work in testing, production, or maintenance by supervising production in factories, determining the causes of breakdowns, and the testing of manufactured products to maintain quality. They also estimate the time and cost to complete projects.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	ENGINEER I	E1
<b>Typical Education:</b>  Bachelor's level degree in an Engineering discipline. <b>Typical Experience:</b>  No required professional experience. <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
II	ENGINEER II	E2
<b>Typical Education:</b>  Bachelor's level degree in any engineering discipline. <b>Typical Experience:</b>		

3 years professional experience in engineering.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
III	ENGINEER III	E3

**Typical Education:**

Master's level degree in any engineering discipline.

**Typical Experience:**

7 years professional experience in engineering.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
IV	ENGINEER IV	E4

**Typical Education:**

Master's level degree in any engineering discipline.

**Typical Experience:**

10 years professional experience in engineering.

**Additional Guidelines:**

None

Labor Category	SCA Category
ENGINEER, ACOUSTICAL	NO

**GENERAL DUTIES OR EXPERIENCE:**

The responsibility of the Acoustical Engineer includes, developing innovative acoustic design solutions for personal computer systems. This involves all acoustic related design and sustaining activities including cross-functional or OEM interaction necessary to deliver products into production. The ability to use state of the art acoustic analysis tools to create, test, and validate computer systems and components.

Principal duties include early involvement with product concept creations including acoustic, mechanical, and thermal development and detail design. Responsibilities also include developing and executing system and component level testing on prototypes throughout the development process. Responsibilities also include developing and implementing customer focused acoustic specifications for computer systems and components. Close working relationship with Thermal, Electrical, Mechanical, Power, and other development groups also required to meet project objectives.

**ADDITIONAL REQUIREMENTS**

None

Level	eCraft Title	eCraft Code
I	ENGINEER, ACOUSTICAL I	EA1

**Typical Education:**

Bachelor's level degree in a technical field.

**Typical Experience:**

3 years professional experience in SONAR, ship's acoustics, signal processing, or ship's noise measurement systems.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
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<b>II</b>	<b>ENGINEER, ACOUSTICAL II</b>	<b>EA2</b>
<b>Typical Education:</b> Bachelor's level degree in a technical field. <b>Typical Experience:</b> 5 years professional experience in SONAR, ship's acoustics, signal processing, or ship's noise measurement systems. <b>Additional Guidelines:</b> None		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>III</b>	<b>ENGINEER, ACOUSTICAL III</b>	<b>EA3</b>
<b>Typical Education:</b> Master's level degree in a technical field. <b>Typical Experience:</b> 10 years professional experience in SONAR, ship's acoustics, signal processing or ship's noise measurement systems. <b>Additional Guidelines:</b> None		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>IV</b>	<b>ENGINEER, ACOUSTICAL IV</b>	<b>EA4</b>
<b>Typical Education:</b> Ph.D. degree in an appropriate technical field. <b>Typical Experience:</b> 15 years professional experience in SONAR, ship's acoustics, signal processing or ship's noise measurement systems. <b>Additional Guidelines:</b> None		

<b>Labor Category</b>	<b>SCA Category</b>
<b>ENGINEER, COMPUTER</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Computer hardware and software engineers' research, design, develop, and test computer hardware and software programs. Hardware refers to computer chips, circuit boards, computer systems, and related equipment such as keyboards, modems, and printers. Computer software engineers develop the software systems that control computers. Computer hardware engineers work exclusively with computers and computer-related equipment. In addition to design and development duties, computer hardware engineers supervise the manufacturing and installation of computers and computer-related equipment.</p> <p>Computer software engineers develop new computer software systems and to incorporate new technologies in a rapidly growing range of applications. Computer software engineers apply the principles and techniques of computer science, engineering, and mathematical analysis to the design, development, testing, and evaluation of the software and systems that enable computers to perform their many applications. Software engineers analyze users' needs and design, construct, test, and maintain computer applications software or systems. Computer software engineers can be involved in the design and development of many types of software, including software for operating systems and network distribution, and compilers, which convert programs for execution on a computer. They also solve technical problems that arise. Software engineers must possess strong programming skills, but are more concerned with developing algorithms and analyzing and solving programming problems than with actually writing code. The programming languages most often used are C, C++, and Java, with Fortran and COBOL used less commonly.</p>	
<b>ADDITIONAL REQUIREMENTS</b>	

None		
Level	eCraft Title	eCraft Code
I	ENGINEER, COMPUTER I	EC1
<b>Typical Education:</b> Bachelor's level degree in Computer, Electrical or Electronics Engineering or Mathematics with field of concentration in computer science.  <b>Typical Experience:</b> No required professional experience.  <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
II	ENGINEER, COMPUTER II	EC2
<b>Typical Education:</b> Bachelor's level degree in Computer, Electrical or Electronics Engineering or Mathematics with field of concentration in computer science.  <b>Typical Experience:</b> 3 years of professional experience in computer design, software development or computer networks.  <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
III	ENGINEER, COMPUTER III	EC3
<b>Typical Education:</b> Master's level degree in Computer, Electrical or Electronics Engineering or Mathematics with field of concentration in computer science.  <b>Typical Experience:</b> 7 years of professional experience in computer design, software development or computer networks.  <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
IV	ENGINEER, COMPUTER IV	EC4
<b>Typical Education:</b> Master's level degree in Computer, Electrical or Electronics Engineering or Mathematics with field of concentration in computer science.  <b>Typical Experience:</b> 10 years of professional experience in computer design, software development or computer networks.  <b>Additional Guidelines:</b> None		

Labor Category (new)	SCA Category
ENGINEER , CYBERSECURITY ENGINEER	NO

Cybersecurity Engineers prepare, implement, and ensure compliance with cybersecurity policy, to include Assessment and Authorization requirements. They may also perform the following duties:

<ul style="list-style-type: none"> <li>• Plan, implement, upgrade, and/or monitor cybersecurity measures to improve cyber defense and maintain a cyber-resilient network</li> <li>• Assess cybersecurity vulnerabilities for risks and propose and implement remediation actions or risk mitigation strategies</li> <li>• Ensure appropriate security controls are in place that will safeguard digital files and electronic infrastructure</li> <li>• Respond to computer security breaches to re-establish protections and make required reports</li> </ul>		
<b>ADDITIONAL REQUIREMENTS</b>		
None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>ENGINEER, CYBERSECURITY I</b>	<b>CSE1</b>
<b>Typical Education:</b> Bachelor's degree in Cybersecurity, Computer, Electrical, or Electronics Engineering, or Mathematics with a concentration in computer science or equivalent <b>Typical Experience:</b> No required professional experience <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>• Information Assurance Management (IAM) or Information Assurance Technical (IAT) or Information Assurance System Architect and Engineer (IASAE) Level I (position-based) per DoD 8570.1M</li> </ul>		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>ENGINEER, CYBERSECURITY II</b>	<b>CSE2</b>
<b>Typical Education:</b> Bachelor's degree in Cybersecurity, Computer, Electrical, or Electronics Engineering, or Mathematics with a concentration in computer science or equivalent <b>Typical Experience:</b> 3 years of professional experience with cybersecurity engineering <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>• Information Assurance Management (IAM) or Information Assurance Technical (IAT) or Information Assurance System Architect and Engineer (IASAE) Level I (position-based) per DoD 8570.1M</li> </ul>		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>ENGINEER, CYBERSECURITY III</b>	<b>CSE3</b>
<b>Typical Education:</b> Master's degree in Cybersecurity, Computer, Electrical, or Electronics Engineering, or Mathematics with a concentration in computer science or equivalent <b>Typical Experience:</b> 10 years of professional experience with cybersecurity engineering <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>• Information Assurance Management (IAM) or Information Assurance Technical (IAT) or Information Assurance System Architect and Engineer (IASAE) Level I (position-based) per DoD 8570.1M</li> </ul>		

Labor Category	SCA Category	
ENGINEER, DESIGN	NO	
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Design Engineers develop and compare alternative layouts or designs, which utilize equipment of various kinds and capabilities in diverse physical arrangements. This may involve consideration of structural, mechanical, and hydraulic features. Examples of tasks for Design Engineers include, working on preliminary designs and specifications and evaluating the numerous and frequent change in design and performance which affect the assigned equipment prior to and during production. Other tasks include, reviewing new approaches to circuitry and power distribution or incorporation of automatic self-test methods in equipment design.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	ENGINEER, DESIGN I	ED1



<b>Typical Education:</b> Bachelor's level degree in an Engineering discipline or Industrial Design.		
<b>Typical Experience:</b> No required professional experience.		
<b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>ENGINEER, DESIGN II</b>	<b>ED2</b>
<b>Typical Education:</b> Bachelor's level degree in an Engineering discipline or Industrial Design.		
<b>Typical Experience:</b> 3 years of professional experience in mechanical, structural or electrical/electronic design.		
<b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>ENGINEER, DESIGN III</b>	<b>ED3</b>
<b>Typical Education:</b> Bachelor's level degree in an Engineering discipline or Industrial Design.		
<b>Typical Experience:</b> 7 years of professional experience in mechanical, structural or electrical/electronic design.		
<b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>IV</b>	<b>ENGINEER, DESIGN IV</b>	<b>ED4</b>
<b>Typical Education:</b> Bachelor's level degree in an Engineering discipline or Industrial Design.		
<b>Typical Experience:</b> 10 years of professional experience in mechanical, structural or electrical/electronic design.		
<b>Additional Guidelines:</b> None		

Labor Category	SCA Category
<b>ENGINEER, ELECTRICAL/ELECTRONICS</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Electrical and electronics engineers design, develop, test, and supervise the manufacturing of electrical and electronic equipment, including broadcast and communications systems, electric motors, machinery controls, lighting, and wiring in buildings, automobiles, aircraft, radar and navigation systems, and transmission devices used by electric utilities. Electrical and electronics engineers work closely with computers.  Electrical and electronics engineers specialize in different areas such as power generation, transmission, distribution, communications, and electrical equipment manufacturing. Electrical and electronics engineers design new products, write performance requirements, and develop maintenance schedules. They also test equipment, solve operating problems, and estimate the time and cost of engineering projects.	
<b>ADDITIONAL REQUIREMENTS</b>  None	

Level	eCraft Title	eCraft Code
<b>I</b>	<b>ENGINEER, ELECTRICAL/ELECTRONICS I</b>	<b>EE1</b>
<b>Typical Education:</b> Bachelor's level degree in Electrical/Electronics Engineering. <b>Typical Experience:</b> No required professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>ENGINEER, ELECTRICAL/ELECTRONICS II</b>	<b>EE2</b>
<b>Typical Education:</b> Bachelor's level degree in Electrical/Electronics Engineering. <b>Typical Experience:</b> 3 years of professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>ENGINEER, ELECTRICAL/ELECTRONICS III</b>	<b>EE3</b>
<b>Typical Education:</b> Bachelor's level degree in Electrical/Electronics Engineering. <b>Typical Experience:</b> 7 years of professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>IV</b>	<b>ENGINEER, ELECTRICAL/ELECTRONICS IV</b>	<b>EE4</b>
<b>Typical Education:</b> Master's level degree in Electrical/Electronics Engineering. <b>Typical Experience:</b> 10 years of professional experience. <b>Additional Guidelines:</b> None		

Labor Category	SCA Category
<b>ENGINEER, HUMAN SYSTEM INTEGRATION</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> Human Systems Integration (HSI) Engineers integrate human considerations into the engineering of systems. HSI Engineers deal with the application of information on physical and psychological characteristics to the design of devices and systems for human use, with the objective to reduce total ownership cost while optimizing total mission performance. HSI Engineers conduct integrated and comprehensive analysis, design and assessment of requirements, concepts and resources across seven domains of manpower, personnel, training, human factors engineering, habitability, survivability, and environment, occupational health and safety.	
<b>ADDITIONAL REQUIREMENTS</b>	

HSI Engineers should have experience in the following areas:

- a. Comparative multi-domain HSI engineering analysis, impact assessments, trade-off studies of complex systems.
- b. HSI design, installation, integration, and test support either in a laboratory or direct applications.
- c. Design documentation/specification development.
- d. HSI test planning and test procedures development, test conduct, analysis, and reporting.
- e. HSI-related engineering requirements, performance and risk analysis.
- f. Applying engineering principles to investigate, analyze, plan, design, develop, implement, test or evaluate systems.
- g. Applying engineering experience to perform functions such as system integration, configuration management, quality assurance testing, or acquisition, training, and resource management.
- h. Conducting Task Analyses (e.g., Mission Task Analysis, Top-Down Functional Analysis, Critical Task Analysis).
- i. Design, installation, integration, and test support either in a laboratory or operational systems.
- j. Understand Naval operations from unit level through operational staff and headquarters planning.

Level	eCraft Title	eCraft Code
<b>I</b>	<b>ENGINEER, HUMAN SYSTEM INTEGRATION I</b>	<b>EHSI1</b>

**Typical Education:**

Accreditation Board of Engineering and Technology (ABET) Accredited Bachelor of Science (BS) Degree from ABET recognized engineering curriculum. Examples include: Mechanical Engineering (ME) / Electrical Engineering (EE) / Industrial Engineering (IE) / Computer Science and Engineering (CSE). OR

BS Degree in physical science, engineering, or mathematics that includes 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics.

Examples include: Applied Math, Applied Physics, Operational Research, Modeling and Simulation, Chemistry, Biology, Computer Science, Naval Architecture.

**Typical Experience:**

Relevant HSI educational experience.

**Additional Guidelines:**

Relevant educational experience in at least 2 of the areas listed in Additional Requirements.

Level	eCraft Title	eCraft Code
<b>II</b>	<b>ENGINEER, HUMAN SYSTEM INTEGRATION II</b>	<b>EHSI2</b>

**Typical Education:**

ABET Accredited BS Degree from ABET recognized engineering curriculum. Examples include: ME / EE / IE / CSE. OR

BS Degree in physical science, engineering, or mathematics that includes 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics.

Examples include: Applied Math, Applied Physics, Operational Research, Modeling and Simulation, Chemistry, Biology, Computer Science, Naval Architecture.

**Typical Experience:**

4 years of experience in Government related R&D, T&E, and systems acquisition programs.

**Additional Guidelines:**

4 years of relevant HSI engineering experience in at least 2 of the areas listed in Additional Requirements.

Level	eCraft Title	eCraft Code
III	ENGINEER, HUMAN SYSTEM INTEGRATION III	EHSI3
<b>Typical Education:</b> ABET Accredited BS Degree from ABET recognized engineering curriculum. Examples include: ME / EE / IE / CSE. OR BS Degree in physical science, engineering, or mathematics that includes 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics. Examples include: Applied Math, Applied Physics, Operational Research, Modeling and Simulation, Chemistry, Biology, Computer Science, Naval Architecture.		
<b>Typical Experience:</b> 6 years of experience in Government related R&D, T&E, and systems acquisition programs.		
<b>Additional Guidelines:</b> 4 years of relevant HSI engineering experience in at least 3 of the areas listed in Additional Requirements.		
Level	eCraft Title	eCraft Code
IV	ENGINEER, HUMAN SYSTEM INTEGRATION IV	EHSI4
<b>Typical Education:</b> Master of Science (MS) Degree from recognized engineering curriculum. Examples include: ME / EE / IE / CSE. OR MS Degree in physical science, engineering, or mathematics that includes 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics. Examples include: Applied Math, Applied Physics, Operational Research, Modeling and Simulation, Chemistry, Biology, Computer Science, Naval Architecture.		
<b>Typical Experience:</b> 10 years of experience in Government related R&D, T&E, and systems acquisition programs.		
<b>Additional Guidelines:</b> 7 years of relevant HSI engineering experience in at least 3 of the areas listed in Additional Requirements.		
Level	eCraft Title	eCraft Code
V	ENGINEER, HUMAN SYSTEM INTEGRATION V	EHSI5
<b>Typical Education:</b> MS Degree from recognized engineering curriculum. Examples include: ME / EE / IE / CSE. OR MS Degree in physical science, engineering, or mathematics that includes 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics. Examples include: Applied Math, Applied Physics, Operational Research, Modeling and Simulation, Chemistry, Biology, Computer Science, Naval Architecture.		
<b>Typical Experience:</b> 12 years of experience in Government related R&D, T&E, and systems acquisition programs.		
<b>Additional Guidelines:</b> 7 years of relevant HSI engineering experience in at least 4 of the areas listed in Additional Requirements.		
Labor Category		SCA Category
ENGINEER, MECHANICAL		NO
GENERAL DUTIES OR EXPERIENCE:		

Mechanical engineers research, develop, design, manufacture, and test tools, engines, machines, and other mechanical devices. They work on power-producing machines such as electric generators, internal combustion engines, and steam and gas turbines. They also develop power-using machines such as refrigeration and air-conditioning equipment, machine tools, material handling systems, elevators and escalators, industrial production equipment, and robots used in manufacturing.

Mechanical engineers also design tools that other engineers need for their work. Mechanical engineers rely on computers to assist them in efficiently performing computations, and by permitting the modeling and simulation of new designs as well as facilitating changes to existing designs. Computer-Aided Design (CAD) and Computer-Aided Manufacturing (CAM) are used for design data processing and for turning the design into a product.

#### ADDITIONAL REQUIREMENTS

None

Level	eCraft Title	eCraft Code
<b>I</b>	<b>ENGINEER, MECHANICAL I</b>	<b>EM1</b>

#### Typical Education:

Bachelor's level degree in Mechanical Engineering.

#### Typical Experience:

No required professional experience.

#### Additional Guidelines:

None

Level	eCraft Title	eCraft Code
<b>II</b>	<b>ENGINEER, MECHANICAL II</b>	<b>EM2</b>

#### Typical Education:

Bachelor's level degree in Mechanical Engineering.

#### Typical Experience:

3 years of professional experience.

#### Additional Guidelines:

None

Level	eCraft Title	eCraft Code
<b>III</b>	<b>ENGINEER, MECHANICAL III</b>	<b>EM3</b>

#### Typical Education:

Bachelor's level degree in Mechanical Engineering.

#### Typical Experience:

7 years of professional experience.

#### Additional Guidelines:

None

Level	eCraft Title	eCraft Code
<b>IV</b>	<b>ENGINEER, MECHANICAL IV</b>	<b>EM4</b>

#### Typical Education:

Master's level degree in Mechanical Engineering.

#### Typical Experience:

10 years of professional experience.

#### Additional Guidelines:

None

Labor Category		SCA Category
<b>ENGINEER, STRUCTURAL</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> Civil engineers design and supervise the construction of roads, buildings, airports, tunnels, dams, bridges, water supply and sewage systems, and other construction projects. The major specialties within civil engineering are structural, water resources, environmental, construction, transportation, and geotechnical engineering. Civil engineers also work on architectural, engineering, and related services, involving developing designs for new construction projects, while also constructing safer transportation systems, better water supply systems, and pollution control systems.		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>ENGINEER, STRUCTURAL I</b>	<b>EST1</b>
<b>Typical Education:</b> Bachelor's level degree in Applied Mechanics or Civil Engineering. <b>Typical Experience:</b> No required professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>ENGINEER, STRUCTURAL II</b>	<b>EST2</b>
<b>Typical Education:</b> Bachelor's level degree in Applied Mechanics or Civil Engineering. <b>Typical Experience:</b> 3 years of professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>ENGINEER, STRUCTURAL III</b>	<b>EST3</b>
<b>Typical Education:</b> Bachelor's level degree in Applied Mechanics or Civil Engineering. <b>Typical Experience:</b> 7 years of professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>IV</b>	<b>ENGINEER, STRUCTURAL IV</b>	<b>EST4</b>
<b>Typical Education:</b> Master's level degree in Applied Mechanics or Civil Engineering. <b>Typical Experience:</b> 10 years of professional experience. <b>Additional Guidelines:</b> None		
Labor Category		SCA Category

ENGINEER, SYSTEMS		NO
<p><b>GENERAL DUTIES OR EXPERIENCE:</b></p> <p>A Systems Engineer, also known as lead systems analyst, a network engineer who can also program, or a software engineer who can also manage networks, is an IT professional who oversees the creation of hybrid software, web and hardware products from initial specifications to final rollout and maintenance. These products are often sophisticated systems that run on the web. The systems engineer is responsible to integrate various network operating systems, application programs and hardware devices.</p> <p>Duties of a systems engineer typically include managing the development cycle associated with producing a resilient software, hardware and web application, including: specification, design, coding, testing and maintenance.</p> <p>Systems engineering is like putting together a puzzle, matching varied pieces together to make one cohesive whole. Systems engineers are concerned with the "big picture" of a project in addition to technical aspects and must consider details like cost, schedules and social issues that may be associated with a project.</p>		
<p><b>ADDITIONAL REQUIREMENTS</b></p> <p>None</p>		
Level	eCraft Title	eCraft Code
I	ENGINEER, SYSTEMS I	ESY1
<p><b>Typical Education:</b></p> <p>Bachelor's level degree in an Engineering discipline.</p> <p><b>Typical Experience:</b></p> <p>No required professional experience.</p> <p><b>Additional Guidelines:</b></p> <p>None</p>		
Level	eCraft Title	eCraft Code
II	ENGINEER, SYSTEMS II	ESY2
<p><b>Typical Education:</b></p> <p>Bachelor's level degree in an Engineering discipline.</p> <p><b>Typical Experience:</b></p> <p>3 years of professional experience in systems engineering.</p> <p><b>Additional Guidelines:</b></p> <p>None</p>		
Level	eCraft Title	eCraft Code
III	ENGINEER, SYSTEMS III	ESY3
<p><b>Typical Education:</b></p> <p>Bachelor's level degree in an Engineering discipline.</p> <p><b>Typical Experience:</b></p> <p>7 years of professional experience in systems engineering.</p> <p><b>Additional Guidelines:</b></p> <p>None</p>		
Level	eCraft Title	eCraft Code
IV	ENGINEER, SYSTEMS IV	ESY4
<p><b>Typical Education:</b></p> <p>Master's level degree in an Engineering discipline.</p> <p><b>Typical Experience:</b></p>		

10 years of professional experience in systems engineering.

**Additional Guidelines:**

None

Labor Category	SCA Category
EVENT PLANNER	NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>  An Event Planner coordinates gatherings of groups of people from small corporate events to large scale events. Planners are responsible for administrative duties, organizing events, and interacting with customers and clients on a personal level. Planners negotiate with vendors, communicate expectations, and execute well-organized plans.	
<b>ADDITIONAL REQUIREMENTS</b>  Public relations, marketing, and project management skills.	
eCraft Title	eCraft Code
EVENT PLANNER	EP
<b>Typical Education:</b>  None.	
<b>Typical Experience:</b>  Event Management or similar professional certification.	
<b>Additional Guidelines:</b>  None	

Labor Category	SCA Category
FIRE WARDEN	NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Examines buildings and conducts research to determine compliance status with OSHA and NFPA standards and recommends fire prevention techniques, as appropriate. Ensures fire compliance codes are being adhered to and documents and tracks deficiencies until corrected. Educates workforce personnel by providing information on fire prevention. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. Reports inspection results and trends as well as any significant compliance issues to the Government Fire Warden.	
<b>ADDITIONAL REQUIREMENTS</b>  None	
eCraft Title	eCraft Code
FIRE WARDEN	FW
<b>Typical Education:</b>  Associate level degree.	
<b>Typical Experience:</b>  2 years safety experience.	
<b>Additional Guidelines:</b>  None	

Labor Category	SCA Category
FITNESS MANAGER	NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>	



Fitness managers have experience in preventative exercise programs, particularly in a corporate or government environment. They are also certified in CPR and First Aid by a recognized organization.

**ADDITIONAL REQUIREMENTS**

None

eCraft Title	eCraft Code
<b>FITNESS MANAGER</b>	<b>FM</b>
<p><b>Typical Education:</b> Masters degree in Exercise Science or a related field.</p> <p><b>Typical Experience:</b> 2 years experience administering health, physical fitness, or recreation programs.</p> <p><b>Additional Guidelines:</b> None</p>	

Labor Category		SCA Category
<b>FULLY QUALIFIED NAVY VALIDATOR</b>		<b>NO</b>
<p><b>GENERAL DUTIES OR EXPERIENCE:</b> Extensive knowledge and experience with RDT&amp;E and Business IT systems and the phases of Certification and Accreditation (C&amp;A) process. Experience in an IA or C&amp;A related field. Satisfies provisions of CNSS no. 4016 (Risk Analyst), Intermediate Level, but is not required to actually hold the certificate. Demonstrates in-depth knowledge of all C&amp;A subject areas with in-depth familiarity and understanding of Navy IT sites, systems and infrastructure; applies Navy C&amp;A guidance to Navy C&amp;A efforts. Experience working with Navy C&amp;A efforts as a Navy Validator. Strong writing skills to develop and maintain System Security Plans (SSP), Contingency Plans, Privacy Impact Assessments, Certification Reports, Accreditation Reports, Plan of Action &amp; Milestones (POA&amp;M), and other C&amp;A documentation. Demonstrates oral and written communication skills to work closely with all levels of personnel involved in IT operations and technical aspects of systems.</p> <p>This position is an IAM Level II in Cyber Security Workforce.</p>		
<p><b>ADDITIONAL REQUIREMENTS</b> Must possess "Fully Qualified Validator Certificate" from the Navy Certification Authority (CA) at time of hire.</p>		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>FULLY QUALIFIED NAVY VALIDATOR I</b>	<b>FQNV1</b>
<p><b>Typical Education:</b> Bachelor's degree in computer science.</p> <p><b>Typical Experience:</b> No required professional experience.</p> <p><b>Additional Guidelines:</b> IAM Level II</p>		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>FULLY QUALIFIED NAVY VALIDATOR II</b>	<b>FQNV2</b>
<p><b>Typical Education:</b> Bachelor's degree in computer science.</p> <p><b>Typical Experience:</b> 3 years professional experience.</p> <p><b>Additional Guidelines:</b> IAM Level II</p>		
Level	eCraft Title	eCraft Code

<b>III</b>	<b>FULLY QUALIFIED NAVY VALIDATOR III</b>	<b>FQNV3</b>
<b>Typical Education:</b> Bachelor's degree in computer science. <b>Typical Experience:</b> 7 years professional experience. <b>Additional Guidelines:</b> IAM Level II		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>IV</b>	<b>FULLY QUALIFIED NAVY VALIDATOR IV</b>	<b>FQNV4</b>
<b>Typical Education:</b> Bachelor's degree in computer science. <b>Typical Experience:</b> 10 years professional experience. <b>Additional Guidelines:</b> IAM Level II		

<b>Labor Category</b>	<b>SCA Category</b>
<b>HAZARDOUS WASTE/MATERIAL HANDLER</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> Determine operational plans for abatement and remediation (e.g., removal, separation, stabilization, neutralization) project execution. Collect hazardous waste (e.g., acids, caustics, paints, solvents, asbestos) for transportation, collection, shipment, or storage. Respond to hazardous spills for containment and cleanup.	
<b>ADDITIONAL REQUIREMENTS</b> None	
<b>eCraft Title</b>	<b>eCraft Code</b>
<b>HAZARDOUS WASTE/MATERIAL HANDLER</b>	<b>HWH</b>
<b>Typical Education:</b> None <b>Typical Experience:</b> None. <b>Additional Guidelines:</b>	

Position requires successfully completing a pre-appointment physical examination.

Work requires frequent walking, kneeling, climbing, reaching, standing, pulling, pushing, stooping, bending, and working in tiring and uncomfortable positions.

Must be able to work at a rapid pace for sustained periods of time and be able to lift and carry up to 100 pounds unaided or by using material handling equipment.

Performs work inside in limited work space. Also, works outside under varying conditions including bad weather and is required to move heavy loads under conditions of uncertain footing. Works off ladders and scaffolds, carries heavy bags and/or objects up or down flights of stairs or on a horizontal plane. Must be able to work in cramped and enclosed areas and work vigorously with full protective personal safety equipment on for extended time periods. Working under these conditions may produce extreme perspiration and fatigue. Must continually lift, move and otherwise handle up to 85 gallon drums. Exposed to possible cuts, bumps, shock, bruises, scrapes, a variety of toxic, flammable and corrosive vapors, liquids and solids, and other such injuries. Work requires entering into and working inside confined spaces (i.e. fuel tanks, fuel cells, voids, enclosed ceilings, crawl spaces and trenches). When working within the enclosure, performing remedial operations, incumbent is subject to exposure to heat stress, carcinogenic elements, electrical hazards, chemical hazards and severe dust conditions. Must be able to don and utilize respirators, face shields, self-contained breathing apparatus and protective equipment to Level A protection for sustained periods of time.

Labor Category		SCA Category
INFORMATION SYSTEM SECURITY MANAGER (ISSM)		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> Oversees and manages information security program implementation within the organization or other area of responsibility. Manages strategy, personnel, infrastructure, policy enforcement, emergency planning, security awareness, and/or other resources. Acquire and manage the necessary resources, including leadership support, financial resources, and key security personnel, to support information technology (IT) security goals, and reduce overall organizational risk.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	INFORMATION SYSTEM SECURITY MANAGER I	ISSM1
<b>Typical Education:</b>  Associate Degree from accredited University or CNSSI 4011 Certificate or successful completion of military training course: CIN J-3B-0440 (IP BASIC) (or DOD Service equivalent)  <b>Typical Experience:</b>  Validated 1-3 years specialized entry level experience in Specialty Area 72 (Information Systems Security Management)  <b>Additional Guidelines:</b> A CompTIA Security + (CE) certification is required. A current USG issued "Secret" security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.  As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.  OJT Evaluation consist of: NAVEDTRA 43462-1C, or NAVEDTRA 43462-2, or NAVEDTRA 43469 watch station 304 or If IP O1-3 or NAVEDTRA 43360-2 or If IP O4-5 or NAVEDTRA 43360-3 and must be completed in directed timelines		
Level	eCraft Title	eCraft Code
II	INFORMATION SYSTEM SECURITY MANAGER II	ISSM2
<b>Typical Education:</b>  Bachelor Degree from accredited University or CNSSI 4012 certificate or ADQ GA7 or successful completion of at least one of the following military training courses: NEC 2779 (CIN: A-531-0009) or 3372 or CIN W-3B-1500 (EKMS Manager) or A-4C-1340 (KMI) (or DOD Service equivalent)  <b>Typical Experience:</b>  Validated 3-5 years specialized entry level experience in Specialty Area 72 (Information Systems Security Management)		

**Additional Guidelines:** A CompTIA Security + (CE) or CAP or CASP or Project Management Professional (PMP). A current USG issued “SECRET” security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation consist of: NAVEDTRA 43462-1C, or NAVEDTRA 43462-2, or NAVEDTRA 43469 watch station 304 or If IP O1-3 or NAVEDTRA 43360-2 or If IP O4-5 or NAVEDTRA 43360-3 and must be completed in directed timelines

Level	eCraft Title	eCraft Code
III	INFORMATION SYSTEM SECURITY MANAGER III	ISSM3

**Typical Education:**

Graduate Degree from accredited University or CNSSI 4012 or NDU CISO certificate or NDU CIO certificate or AQD GA8. or successful completion of military training course: NEC 2779 (CIN: A-531-0009) or 3372 or (EKMS Manager CIN W-3B-1500 ) or A-4C-1340 (KMI) (or DOD Service equivalent)

**Typical Experience:**

Validated 5 plus years specialized Master level experience in Specialty Area 72 (Information Systems Security Management)

**Additional Guidelines:** A GSLC or CISSP or CISM or CAP or or CASP is required. A current USG issued “SECRET” security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation consists of: NAVEDTRA 43462-1C, or NAVEDTRA 43462-2, or NAVEDTRA 43469 watch station 304 or If IP O1-3 or NAVEDTRA 43360-2 or If IP O4-5 or NAVEDTRA 43360-3 and must be completed in directed timelines

Labor Category (new)	SCA Category
INSTALLATION ANALYST	NO

Installation Analysts provide analytical support to install hardware and software on platforms, to include ships. They may also perform the following functions:

- Prepare afloat, shore, and submarine installation policy, process, standards, and training documentation.
- Provide installation process execution requirements and software specifications to support tool development.
- Apply regulations and policies affecting the installation of Programs of Record (POR) or non-POR systems (i.e., Navy Installation Process Handbooks, NAVSEA Technical Specifications, OPNAV instructions, Joint Fleet Maintenance Manual, etc.)

**ADDITIONAL REQUIREMENTS**

None

Level	eCraft Title	eCraft Code
I	INSTALLATION ANALYST I	INS1

**Typical Education:**

Bachelor's Degree

**Typical Experience:**

No required professional experience

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
II	INSTALLATION ANALYST II	INS2

**Typical Education:**

Bachelor's Degree

**Typical Experience:**

3 years of professional experience supporting the installation of hardware and software products

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
<b>III</b>	<b>INSTALLATION ANALYST III</b>	<b>INS3</b>
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience supporting the installation of hardware and software products <b>Additional Guidelines:</b> None		

Labor Category (new)		SCA Category
<b>INTEGRATED MASTER SCHEDULER</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> Integrated Master Schedulers coordinate, develop, integrate, and manage scheduling activities that comply with a program's and/or project's requirements. They may also perform the following duties: <ul style="list-style-type: none"> <li>• Prepare and analyze schedules and reports as established in the program's and/or project's Schedule Management Plan (SMP)</li> <li>• Perform schedule update procedures, recovery plans and "what-if" schedules as required</li> <li>• Establish and monitor execution towards milestones, key events, and significant accomplishment criteria</li> <li>• Develop and manage a program's and/or project's schedule that communicates to all levels of the project team and stakeholders effectively,</li> <li>• Support the collection and collation of data and the interpretation of timelines.</li> <li>• Perform IMS critical path, schedule slack, and task predecessor/successor networking analyses</li> <li>• Perform Schedule Risk Assessments (SRAs)</li> </ul>		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>INTEGRATED MASTER SCHEDULER I</b>	<b>IMS1</b>
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> No required professional experience <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>INTEGRATED MASTER SCHEDULER II</b>	<b>IMS2</b>
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> 3 years of professional experience with integrated master scheduling <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>INTEGRATED MASTER SCHEDULER III</b>	<b>IMS3</b>
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience with integrated master scheduling <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>• Proficient in Microsoft Project and KIDASA Milestones Professional</li> <li>• Proficient in DCMA 14-point assessment tools (e.g. for Project, Deltek Acumen)</li> </ul>		

Labor Category (new)		SCA Category
INTELLIGENCE SPECIALIST		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> Intelligence personnel support the collecting, processing, analysis, and evaluation of information at the strategic, operational, and tactical levels. The individual shall have experience with one or more intelligence areas pertaining to, but not limited to, counterterrorism, infrastructure, cybersecurity, counterdrug, travel, science, and fluency in/active usage of languages used in the analytic intelligence and counterintelligence process, border security, and all phases of the intelligence cycle, such as production and dissemination.		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
I	INTELLIGENCE SPECIALIST I	INT1
<b>Typical Education:</b> Bachelor's degree or completion of formal Military/DOD intelligence training <b>Typical Experience:</b> 3 years with degree or 7 years with military/DOD training of related experience within the intelligence areas as outlined in the general duties/experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
II	INTELLIGENCE SPECIALIST II	INT2
<b>Typical Education:</b> Bachelor's degree or completion of formal Military/DOD intelligence training <b>Typical Experience:</b> 7 years with degree or 11 years with military/DOD training of related experience within the intelligence areas as outlined in the general duties/experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
III	INTELLIGENCE SPECIALIST III	INT3
<b>Typical Education:</b> Bachelor's degree or completion of formal Military/DOD intelligence training <b>Typical Experience:</b> 10 years with degree or 14 years with military/DOD training of related experience within the intelligence areas as outlined in the general duties/experience. <b>Additional Guidelines:</b> None		

Labor Category	SCA Category
INTERMEDIATE LEVEL NAVY VALIDATOR	NO
GENERAL DUTIES OR EXPERIENCE:	

Demonstrates ability to collect, organize, summarize and report on various data sets.  
 Demonstrates familiarity and understanding of all subject areas in Certification and Accreditation (C&A). Average to above-average familiarity and understanding of Navy RDT&E and business systems, systems and infrastructures.  
 Applies Navy C&A guidance to Navy C&A efforts. Demonstrates experience in MS Office products, Visio and scanning software/hardware. Knowledge of and experience with evaluating hardware/software functional requirements. Demonstrates ability to develop documentation, prepare final deliverable reports, and destruction of documents, as required. Demonstrates experience in strong written and oral communication skills.  
 The Intermediate Level Navy Validator works under the supervision of a Fully Qualified Navy Validator.  
 The Intermediate Level Navy Validator has an excellent understanding of the C&A process, but needs additional experience or certifications to meet the Fully Qualified Level.

This position is an IAM Level I in Cyber Security Workforce.

#### **ADDITIONAL REQUIREMENTS**

Must possess "Intermediate Level Navy Validator Certificate" from the Navy Certification Authority (CA) at time of hire.

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>I</b>	<b>INTERMEDIATE LEVEL NAVY VALIDATOR I</b>	<b>ILNV1</b>

#### **Typical Education:**

Associates degree in computer science

#### **Typical Experience:**

No required professional experience.

#### **Additional Guidelines:**

IAM Level I

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>II</b>	<b>INTERMEDIATE LEVEL NAVY VALIDATOR II</b>	<b>ILNV2</b>

#### **Typical Education:**

Associates degree in computer science

#### **Typical Experience:**

3 years professional experience.

#### **Additional Guidelines:**

IAM Level I

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>III</b>	<b>INTERMEDIATE LEVEL NAVY VALIDATOR III</b>	<b>ILNV3</b>

#### **Typical Education:**

Associates degree in computer science

#### **Typical Experience:**

7 years professional experience.

#### **Additional Guidelines:**

IAM Level I

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>IV</b>	<b>INTERMEDIATE LEVEL NAVY VALIDATOR IV</b>	<b>ILNV4</b>

#### **Typical Education:**

Associates degree in computer science or Bachelor's degree in computer science.

#### **Typical Experience:**

10 years professional experience.

**Additional Guidelines:**

IAM Level I

Labor Category (updated)		SCA Category
LOGISTICIAN		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Logisticians integrate the spectrum of the logistics processes within the operational, acquisition and wholesale environments. Logisticians are responsible for directing the integrated logistics process, developing support policies, procedures and systems, and providing implementation guidance. The Logistician prepares and implements directives to ensure effective logistics support, and establishes and enforces standards to ensure that the assigned work force is properly trained and equipped. It is the Logistician's duty to develop, initiate, integrate and manage all logistics actions associated with life cycle management of weapon systems, subsystems and equipment.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	LOGISTICIAN I	LGT1
<b>Typical Education:</b>  Bachelor's Degree <b>Typical Experience:</b>  None required <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
II	LOGISTICIAN II	LGT2
<b>Typical Education:</b>  Bachelor's Degree <b>Typical Experience:</b>  3 years professional experience in integrated logistics support. <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
III	LOGISTICIAN III	LGT3
<b>Typical Education:</b>  Bachelor's Degree <b>Typical Experience:</b>  7 years professional experience in integrated logistics support. <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
IV	LOGISTICIAN IV	LGT4
<b>Typical Education:</b>  Master's Degree		



**Typical Experience:**

10 years professional experience in integrated logistics support.

**Additional Guidelines:**

(Desired) Logistics DAWIA Level 3 certified or equivalent

Labor Category		SCA Category
MANAGER, ADMINISTRATIVE		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> Administrative managers coordinate and support services to organizations. These workers manage the services that allow organizations to operate efficiently, such as secretarial and reception, administration, payroll, conference planning and travel, information and data processing, mail, materials scheduling and distribution, printing and reproduction, records management, telecommunications management, security, parking, and personal property procurement, supply, and disposal. They also implement procedures to improve productivity and customer service. In addition, some administrative services managers acquire, distribute, and store supplies, while others dispose of surplus property or oversee the disposal of unclaimed property. They are responsible for coordinating the physical workplace with the people and work of an organization.		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
I	MANAGER, ADMINISTRATIVE I	MANA1
<b>Typical Education:</b> Associate degree in any field. <b>Typical Experience:</b> 2 years general experience in the field of management or operations of an enterprise. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
II	MANAGER, ADMINISTRATIVE II	MANA2
<b>Typical Education:</b> Bachelor's level degree in Accounting, Finance, Economics or Business Administration. <b>Typical Experience:</b> 3 years of professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
III	MANAGER, ADMINISTRATIVE III	MANA3
<b>Typical Education:</b> Bachelor's level degree in Accounting, Finance, Economics or Business Administration. <b>Typical Experience:</b> 7 years of professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
IV	MANAGER, ADMINISTRATIVE IV	MANA4

**Typical Education:**

Master's level degree in Accounting, Finance, Economics or Business Administration.

**Typical Experience:**

10 years of professional experience.

**Additional Guidelines:**

None

Labor Category		SCA Category
<b>MANAGER, OPERATIONS</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Operations Managers are responsible for the management and coordination of branch, plant, or department operation strategies and activities and may assist with the review, development, and implementation of organizational policies, practices, procedures, and attainment of operating goals.</p> <p>Operations Managers review, analyze, and prepare reports, records, and directives, and confer with managers/supervisors to obtain data required for planning activities. They assign or delegate responsibility for specified work or functional activities and disseminate policies and objectives to supervisors/staff. Operations Managers may organize resources to ensure effective production of goods and/or services, give work direction, resolve problems, prepare schedules, and set deadlines to ensure timely completion of work.</p> <p>Operations Managers ensure adequate training of staff and employee compliance to organization's policies and practices, and coordinate activities of the department with related activities of other departments to ensure efficiency and economy. Operations Managers monitor and analyze costs and prepare department budgets.</p>		
<b>ADDITIONAL REQUIREMENTS</b> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>MANAGER, OPERATIONS I</b>	<b>MANO1</b>
<b>Typical Education:</b> <p>Bachelor's level degree.</p> <b>Typical Experience:</b> <p>No required professional experience.</p> <b>Additional Guidelines:</b> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>MANAGER, OPERATIONS II</b>	<b>MANO2</b>
<b>Typical Education:</b> <p>Bachelor's level degree.</p> <b>Typical Experience:</b> <p>3 years professional experience in operations management.</p> <b>Additional Guidelines:</b> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>MANAGER, OPERATIONS III</b>	<b>MANO3</b>
<b>Typical Education:</b> <p>Bachelor's level degree.</p> <b>Typical Experience:</b>		

7 years professional experience in operations management.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
IV	MANAGER, OPERATIONS IV	MANO4

**Typical Education:**

Master's level degree.

**Typical Experience:**

10 years professional experience in operations management.

**Additional Guidelines:**

None

Labor Category	SCA Category
MANAGER, PROGRAM/PROJECT	NO

**GENERAL DUTIES OR EXPERIENCE:**

Program Managers are concerned with the overall planning, direction and success of major programs, systems development efforts, and research or technology initiatives which have great significance to the activity's and agency's needs. Programs are typically large, multi-year efforts divided into several sub-programs/tasks. Program Managers are also responsible for the overall program definition, organization, and direction of short and long range plans. This includes the responsibility for formulating, guiding, and directing the technical approach; and defining and negotiation with activity and agency personnel for necessary resources. Establishment and control of technical milestones, schedules, budgets and costs are also essential tasks for the Program Manager.

**ADDITIONAL REQUIREMENTS**

None

Level	eCraft Title	eCraft Code
I	MANAGER, PROGRAM/PROJECT I	MANP1

**Typical Education:**

Bachelor's level degree in any technical or managerial discipline.

**Typical Experience:**

5 years professional experience in program/project management.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
II	MANAGER, PROGRAM/PROJECT II	MANP2

**Typical Education:**

Bachelor's level degree in any technical or managerial discipline.

**Typical Experience:**

10 years professional experience in program/project management.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
III	MANAGER, PROGRAM/PROJECT III	MANP3

**Typical Education:**

Bachelor's level degree in any technical or managerial discipline.

**Typical Experience:**

15 years professional experience in program/project management.

**Additional Guidelines:**

None

Labor Category	SCA Category
<b>MARINE SURVEYOR</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>A marine surveyor conducts inspections, surveys or examinations of marine vessels to assess, monitor and report on their condition and the products on them, as well as inspects damage caused to both vessels and cargo. Marine surveyors also inspect equipment intended for new or existing vessels to ensure compliance with various standards or specifications. Marine surveys typically include the structure, deck machinery and propulsion machinery, equipment and systems, including piping, electrical, communications, navigational, safety, etc. and general operational condition of a vessel and/or cargo.</p> <p>A marine surveyor may also survey cargo, machinery, docks, wharfs, marinas, and handling equipment related to the marine industry.</p>	
<b>ADDITIONAL REQUIREMENTS</b> <p>Accreditation by the Society of Accredited of Marine Surveyors or the National Association of Marine Surveyors (SAMS) or National Association of Marine Surveyors (NAMS),</p>	
eCraft Title	eCraft Code
<b>MARINE SURVEYOR</b>	<b>MRS</b>
<b>Typical Education:</b> <p>High School Diploma</p> <b>Typical Experience:</b> <p>1 Year of Experience minimum</p> <b>Additional Guidelines:</b> <p>Accreditation by the Society of Accredited of Marine Surveyors or the National Association of Marine Surveyors (SAMS) or National Association of Marine Surveyors (NAMS),</p>	

Labor Category	SCA Category
<b>MATHEMATICIAN</b>	<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Mathematicians use mathematical theory, computational techniques, algorithms, and the latest computer technology to solve economic, scientific, engineering, physics, and business problems. The work of mathematicians falls into two broad classes — theoretical (pure) mathematics and applied mathematics. Theoretical mathematicians advance mathematical knowledge by developing new principles and recognizing previously unknown relationships between existing principles of mathematics.</p> <p>Applied mathematicians use theories and techniques, such as mathematical modeling and computational methods, to formulate and solve practical problems in business, government, and engineering, and in the physical, life, and social sciences by starting with a practical problem, envisioning the separate elements of the process under consideration, and then reducing the elements to mathematical variables. Applied mathematicians also use computers to analyze relationships among the variables and solve complex problems by developing models with alternative solutions.</p> <p>Certain mathematicians, called cryptanalysts, analyze and decipher encryption systems designed to transmit military, political, financial, or law enforcement-related information in code.</p>	
<b>ADDITIONAL REQUIREMENTS</b> <p>None</p>	

Level	eCraft Title	eCraft Code
<b>I</b>	<b>MATHEMATICIAN I</b>	<b>MATH1</b>
<b>Typical Education:</b> Bachelor's level degree in Mathematics. <b>Typical Experience:</b> 3 years professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>MATHEMATICIAN II</b>	<b>MATH2</b>
<b>Typical Education:</b> Master's level degree in Mathematics. <b>Typical Experience:</b> 7 years professional experience. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>MATHEMATICIAN III</b>	<b>MATH3</b>
<b>Typical Education:</b> Ph.D. degree in Mathematics. <b>Typical Experience:</b> 10 years professional experience. <b>Additional Guidelines:</b> None		

Labor Category (new)	SCA Category	
MODEL BASED SYSTEMS ENGINEER	NO	
<p>Model Based Systems Engineers develop models, architectural products, and digital artifacts for a system and/or System-of-Systems (SoS) in accordance with standards, best practices, policies, and procedures. They may also:</p> <ul style="list-style-type: none"><li>• Apply modeling to support a system’s or SoS’ requirements, design, analysis, verification, and validation activities throughout the acquisition lifecycle phases</li><li>• Provide support to ensure systems are interoperable</li><li>• Produce reports to support the management of MBSE/digital environment activities and decision making</li><li>• Manage/coordinate information and resources to meet digital thread-related objectives</li><li>• Implement a model-based culture, leveraging capabilities of the digital enterprise environment infrastructure of the organization</li><li>• Utilize model data support to enable the creation of a digital thread across other engineering disciplines (e.g., cyber and configuration management).</li></ul>		
<b>ADDITIONAL REQUIREMENTS</b>		
None		
Level	eCraft Title	eCraft Code
I	MODEL BASED SYSTEMS ENGINEER I	MBS1
<b>Typical Education:</b> Bachelor's Degree in engineering, operations research, or other sciences where the utilization of advanced math skills is required (e.g. business, mathematics, statistics, and probability)		
<b>Typical Experience:</b> No required professional experience		
<b>Additional Guidelines:</b>		

- Familiarity with Model-Based Systems Engineering principles
- Knowledge of the Systems Modeling Language (SysML) or Unified Modeling Language (UML)
- Experience with applying programming concepts in a professional or academic setting.
- Experience with applying modern software development methodologies (e.g. agile, DEVOPS/DEVSECOPS) in a professional or academic setting.

Level	eCraft Title	eCraft Code
II	MODEL BASED SYSTEMS ENGINEER II	MBS2

**Typical Education:**

Bachelor's Degree in engineering, operations research, or other sciences where the utilization of advanced math skills is required (e.g. business, mathematics, statistics, and probability)

**Typical Experience:**

3 years of professional experience performing Model Based Systems Engineering

**Additional Guidelines:**

- Familiarity with Model-Based Systems Engineering principles
- Knowledge of the Systems Modeling Language (SysML) or Unified Modeling Language (UML)
- Experience with cross-platform collaborative MBSE/digital environments or equivalent (e.g., MagicDraw/Cameo Systems Modeler, Sparx System Enterprise Architect, Rational Rhapsody, System Architect, etc.), which provide tools to design, track, visualize, and analyze all aspects of systems in standard-compliant models and diagrams.
- Knowledge of the Department of Defense Architecture Framework/Unified Architecture Framework (DoDAF/UAF)

Level	eCraft Title	eCraft Code
III	MODEL BASED SYSTEMS ENGINEER III	MBS3

**Typical Education:**

Master's Degree in engineering, operations research, or other sciences where the utilization of advanced math skills is required (e.g. business, mathematics, statistics, and probability)

**Typical Experience:**

10 years of professional experience performing Model Based Systems Engineering

**Additional Guidelines:**

- Familiarity with Model-Based Systems Engineering principles
- Knowledge of the Systems Modeling Language (SysML) or Unified Modeling Language (UML)
- Experience with cross-platform collaborative MBSE/digital environments or equivalent (e.g., MagicDraw/Cameo Systems Modeler, Sparx System Enterprise Architect, Rational Rhapsody, System Architect, etc.), which provide tools to design, track, visualize, and analyze all aspects of systems in standard-compliant models and diagrams.
- Knowledge of the Department of Defense Architecture Framework/Unified Architecture Framework (DoDAF/UAF)

Labor Category	SCA Category
NAVAL ARCHITECT	NO

**GENERAL DUTIES OR EXPERIENCE:**

A naval architect designs, builds and maintains boats and ships. These vessels can range widely in size from small combatant craft to large aircraft carriers. Naval architects are also responsible for designing submarines that range in size from small unmanned undersea vehicles to large ballistic missile carrying submarines.

The follow are the primary phases of a ship design that naval architects are required to be proficient in: hydrostatics, hydrodynamics, flotation and stability, structures, arrangements, and construction. For U.S. Navy ship designs naval architects are required to be proficient with conducting cost and survivability assessments.

Naval architects need to be proficient with modern computation tools to perform ship and submarine design studies. Due to the complexity of modern naval ships and craft, naval architects are required to integrate the activities of a variety of technology specialists

Naval architects are required to synthesize the often conflicting demands from competing design constraints to determine the most balanced designs for a ship or submarine.

#### **ADDITIONAL REQUIREMENTS**

None.

#### **eCraft Title**

#### **eCraft Code**

**NAVAL ARCHITECT**

**NAR**

#### **Typical Education:**

4 or 5 year college bachelor's degree in Naval Architecture or Ocean Engineering.

#### **Typical Experience:**

1 Year of Experience

#### **Additional Guidelines:**

None

#### **Labor Category**

#### **SCA Category**

**OPERATIONS SUPPORT**

**NO**

#### **GENERAL DUTIES OR EXPERIENCE:**

Operations Support provides daily analytical and program management support to senior level executives. Operations Support is responsible for overseeing event preparation and correspondence support for key industry events, supporting change/transformation efforts (i.e., Gap analysis, stakeholder interviews, situational reports, etc) for large programs, and coordinating responses to technical specification and guidance documents related to credentialing and identity management.

Operations Support provides statistical (descriptive) analysis as required and ad hoc reporting to senior officials as required. They lead small and medium sized projects as required.

#### **ADDITIONAL REQUIREMENTS**

None

#### **Level**

#### **eCraft Title**

#### **eCraft Code**

**I**

**OPERATIONS SUPPORT I**

**OS1**

#### **Typical Education:**

Bachelor's level degree.

#### **Typical Experience:**

No required professional experience.

#### **Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
<b>II</b>	<b>OPERATIONS SUPPORT II</b>	<b>OS2</b>
<b>Typical Education:</b> Bachelor's level degree. <b>Typical Experience:</b> 3 years professional experience in operations support. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>OPERATIONS SUPPORT III</b>	<b>OS3</b>
<b>Typical Education:</b> Bachelor's level degree. <b>Typical Experience:</b> 7 years professional experience in operations support. <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>IV</b>	<b>OPERATIONS SUPPORT IV</b>	<b>OS4</b>
<b>Typical Education:</b> Bachelor's level degree. <b>Typical Experience:</b> 10 years professional experience in operations support. <b>Additional Guidelines:</b> None		

Labor Category		SCA Category
QUALITY ASSURANCE OVERSIGHT REPRESENTATIVE		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> Operation, maintenance, testing and repair of HM&E equipment installed on U.S. Navy submarines, and providing Quality Assurance support for submarine equipment maintenance and repairs at a Navy shipyard.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	QA OVERSIGHT REPRESENTATIVE I	QAOR1
<b>Typical Education:</b>  High school diploma or GED and a graduate of military schools which provided an in-depth knowledge of naval shipboard systems maintenance and operation; or be a graduate of a trade, industrial or correspondence school for engineering.		
<b>Typical Experience:</b>  10 years of experience in the operation, maintenance, testing and repair of HM&E equipment installed on U.S. Navy submarines, and experience providing QA support for submarine equipment maintenance and repairs at a Navy shipyard.		
<b>Additional Guidelines:</b>		



None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>QA OVERSIGHT REPRESENTATIVE II</b>	<b>QAOR2</b>
<p><b>Typical Education:</b></p> <p>High school diploma or GED and a graduate of military schools which provided an in-depth knowledge of naval shipboard systems maintenance and operation; or be a graduate of a trade, industrial or correspondence school for engineering.</p> <p><b>Typical Experience:</b></p> <p>10 years supervising submarine maintenance and repair activities at a U.S. Navy public shipyard, thorough knowledge of the Joint Fleet Maintenance Manual (JFMM) and the Submarine Material Certification Requirements Manual for Submarine Safety Program, and proficiency in the use of the Advance Industrial Management (AIM) and Project Sequence and Scheduling (PSS) applications to manage shipyard work and meet schedule deadlines.</p> <p><b>Additional Guidelines:</b></p> <p>None</p>		

Labor Category (new)		SCA Category
<b>RADIO FREQUENCY ENGINEER</b>		<b>NO</b>
<p>Radio Frequency Engineers conduct systems / system of systems (SoS) architecture design, testing, implementation, integration, review, and certification activities. They may also perform the following duties:</p> <ul style="list-style-type: none"> <li>• Conduct data analyses, to include interpreting and summarizing results</li> <li>• Design, develop, test, evaluate, and sustain various Radio Frequency (RF) and Tactical Data Link (TDL) communication systems</li> <li>• Develop technical documentation such as test plans and reports</li> <li>• Apply a full range of disciplines pertinent to communication systems capabilities such as requirements analysis, systems engineering, interface design, logistics, training, reliability and maintainability, human factors, and T&amp;E to complete assigned duties</li> <li>• Leverage principles such as communications theory, modulation systems, engineering design, testing, and system-level communications (e.g. link budgets and modulation schemes and end-to-end RF product development) to complete assigned duties</li> </ul>		
<p><b>ADDITIONAL REQUIREMENTS</b></p> <p>None</p>		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>RADIO FREQUENCY ENGINEER I</b>	<b>RFE1</b>
<p><b>Typical Education:</b></p> <p>Bachelor's degree in a quantitative field such as engineering or mathematics (e.g. Electrical Engineering, Computer Engineering, Computer Science, Information Technology, or Information Systems)</p> <p><b>Typical Experience:</b></p> <p>No required professional experience</p> <p><b>Additional Guidelines:</b></p> <ul style="list-style-type: none"> <li>• Knowledge of RF devices and/or systems</li> <li>• Knowledge of electronic test equipment such as Spectrum Analyzer, Network Analyzers, Signal Generators, Oscilloscopes, Amplifiers, and other Radio Frequency components</li> <li>• Knowledge of RF Communications systems engineering and/or integration</li> </ul>		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>RADIO FREQUENCY ENGINEER II</b>	<b>RFE2</b>
<p><b>Typical Education:</b></p> <p>Bachelor's degree in a quantitative field such as engineering or mathematics (e.g. Electrical Engineering, Computer Engineering, Computer Science, Information Technology, or Information Systems)</p> <p><b>Typical Experience:</b></p>		

3 years of professional experience with radio frequency engineering

**Additional Guidelines:**

- Knowledge of RF devices and/or systems
- Knowledge of electronic test equipment such as Spectrum Analyzer, Network Analyzers, Signal Generators, Oscilloscopes, Amplifiers, and other Radio Frequency components
- Knowledge of RF Communications systems engineering and/or integration

Level	eCraft Title	eCraft Code
III	RADIO FREQUENCY ENGINEER III	RFE3

**Typical Education:**

Master's degree in a quantitative field such as engineering or mathematics (e.g. Electrical Engineering, Computer Engineering, Computer Science, Information Technology, or Information Systems)

**Typical Experience:**

10 years of professional experience with radio frequency engineering

**Additional Guidelines:**

Additional Guidelines (Desired):

- Knowledge of RF devices and/or systems
- Knowledge of electronic test equipment such as Spectrum Analyzer, Network Analyzers, Signal Generators, Oscilloscopes, Amplifiers, and other Radio Frequency components
- Knowledge of RF Communications systems engineering and/or integration

Labor Category	SCA Category
SCIENTIST	NO

**GENERAL DUTIES OR EXPERIENCE:**

There are two main types of scientists. The Life Scientist category includes Agricultural and Food scientists, Biological scientists, Medical scientists, and Conservation scientists. The second category of scientists is called the Physical Scientist. Typical areas of study, in the field of physical science, include the study of the atmosphere, chemistry, environmental science, and physics.

Physical scientists often work as Chemists and Materials scientists, searching for new knowledge about chemicals. Materials scientists research the structures and chemical properties of various materials to develop new products or enhance existing ones. They also determine ways to strengthen or combine materials or develop new materials for use in a variety of products. Chemists also work in production and quality control in chemical manufacturing plants. They prepare instructions for plant workers that specify ingredients, mixing times, and temperatures for each stage in the process.

The life sciences deal with the environment. Life scientists forecast the weather, study information on air pressure, temperature, humidity, and wind velocity, protect the environment; locate water, mineral, and energy resources; predict future geologic hazards, conduct research to eliminate sources of pollutants that affect people, wildlife, and their environments. These workers analyze and report measurements and observations of air, water, soil, and other sources and make recommendations on how best to clean and preserve the environment.

**ADDITIONAL REQUIREMENTS**

None

Level	eCraft Title	eCraft Code
I	SCIENTIST I	S1

**Typical Education:**

BS degree in a science field.

**Typical Experience:**

3 years of professional experience in Life or Physical science.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
<b>II</b>	<b>SCIENTIST II</b>	<b>S2</b>
<b>Typical Education:</b> MS Degree in a science field.  <b>Typical Experience:</b> 7 years professional experience in Life or Physical science.  <b>Additional Guidelines:</b> None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>SCIENTIST III</b>	<b>S3</b>
<b>Typical Education:</b> Ph.D. in a science field.  <b>Typical Experience:</b> 10 years professional experience in Life or Physical science.  <b>Additional Guidelines:</b> None		

Labor Category	SCA Category	
SECURITY PROGRAM MANAGER	NO	
<b>GENERAL DUTIES OR EXPERIENCE:</b> Oversees and manages information security program implementation within the organization or other area of responsibility. Manages strategy, personnel, infrastructure, policy enforcement, emergency planning, security awareness, and/or other resources.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	SECURITY PROGRAM MANAGER I	SPM1
<b>Typical Education:</b> Associate Degree from accredited University or CNSSI 4011 Certificate or AQD GA7  <b>Typical Experience:</b> Validated 1-3 years specialized entry level experience in Specialty Area 74 (Security Program Management)  <b>Additional Guidelines:</b> An A+ (CE) or Network + (CE) or SSCP certification is required. A current USG issued “Secret” security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance. As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year. OJT Evaluation: if authorized privileged access- NAVEDTRA 43469 watch station 301 or W/O privileged access- NAVEDTRA 43469 watch station 304		
Level	eCraft Title	eCraft Code
II	SECURITY PROGRAM MANAGEMENT II	SPM2
<b>Typical Education:</b> Bachelor Degree from accredited University or CNSSI 4012 or 4013 or 4014 or 4015 or 4016 Certificate or NDU CISO certificate AQD GA7 or successful completion of at least one of the following military training course: NEC 2780 (CIN: A-531-0022) (or DOD Service equivalent)  <b>Typical Experience:</b> Validated 3-5 years specialized entry level experience in Specialty Area 74 (Security Program Management)		

**Additional Guidelines:** A CCNA or CAP or Security + (CE) or Program Management Professional (PgMP) is required. A current USG issued "SECRET" security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation: consists of With privileged access- NAVEDTRA 43469 watch station 302 or W/O privileged access- NAVEDTRA 43469 watch station 304 and must be completed in directed timelines

Level	eCraft Title	eCraft Code
III	SECURITY PROGRAM MANAGEMENT III	SPM3

**Typical Education:**

Graduate Degree from accredited University or CNSSI 4012 or 4013 or 4014 or 4015 or 4016 Certificate or NDU CIO certificate AQD GA8 or successful completion of military training course: NEC 2779 (CIN: A-531-0009) (or DOD Service equivalent)

**Typical Experience:**

Validated 5 plus years specialized Master level experience in Specialty Area 74 (Security Program Management)

**Additional Guidelines:** A CISSP or CISM or GSLC or CASP or CCISO or Program Management Professional (PgMP) is required. A current USG issued "SECRET" security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation consists of: With privileged access- NAVEDTRA 43469 watch station 303 or W/O privileged access- NAVEDTRA 43469 watch station 304 and must be completed in directed timelines

Labor Category	SCA Category
SHIP COST ESTIMATOR	NO

**GENERAL DUTIES OR EXPERIENCE:**

A ship cost estimator provides cost related analysis and assessments of ships, submarines, and related ship systems. A ship cost estimator also provides technical expertise, performs parametric tradeoff studies, and assesses cost estimates. A ship cost estimator is proficient with using modern computational tools and spreadsheets to conduct cost assessments. Typical tools include the USN's Visibility and Management of Operating Costs (VAMOSC) databases and Operating and Support Cost Analysis Model (OSCAM) suite of cost models for a variety of Operations and Support (O&M) costing tasks. A ship cost estimator develops program life cycle cost estimates, and performs concepts and technology tradeoff studies for surface ship and submarine programs

**ADDITIONAL REQUIREMENTS**

Bachelor's Degree in Financial, Math, Economics, Engineering, or Naval Architecture

eCraft Title	eCraft Code
SHIP COST ESTIMATOR	SCE

**Typical Education:**

Bachelor's Degree in Financial, Math, Economics, Engineering, or Naval Architecture

**Typical Experience:**

1 Year of Experience minimum

**Additional Guidelines:**

None

Labor Category <b>(new)</b>		SCA Category
<b>SOFTWARE ENGINEER</b>		<b>NO</b>
Software Engineers research, design, and develop computer and network software or specialized utility programs. They may also perform the following duties: <ul style="list-style-type: none"> <li>Analyze user needs and develop software solutions, applying principles and techniques of computer science, engineering, and mathematical analysis.</li> <li>Update or enhance existing software capabilities.</li> <li>Work with other functional disciplines (e.g., project management, acquisition, logistics, security, etc.) to integrate hardware and software systems, develop specifications, and performance requirements.</li> <li>Maintain databases within an application area.</li> </ul>		
<b>ADDITIONAL REQUIREMENTS</b> None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>SOFTWARE ENGINEER I</b>	<b>SEGI</b>
<b>Typical Education:</b> Bachelor's degree in a quantitative field such as engineering or mathematics (e.g. Electrical Engineering, Computer Engineering, Computer Science, Information Technology, or Information Systems) <b>Typical Experience:</b> No required professional experience.		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>SOFTWARE ENGINEER II</b>	<b>SEG2</b>
<b>Typical Education:</b> Bachelor's degree in a quantitative field such as engineering or mathematics (e.g. Electrical Engineering, Computer Engineering, Computer Science, Information Technology, or Information Systems) <b>Typical Experience:</b> 3 years of professional experience with software engineering <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>Experience with applying programming concepts in a professional or academic setting.</li> <li>Experience with applying modern software development methodologies (e.g. agile, DEVOPS/DEVSECOPS) in a professional or academic setting.</li> <li>Agile Developer certification or Certified Scrum Developer certification</li> </ul>		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>SOFTWARE ENGINEER III</b>	<b>SEG3</b>
<b>Typical Education:</b> Master's degree in a quantitative field such as engineering or mathematics (e.g. Electrical Engineering, Computer Engineering, Computer Science, Information Technology, or Information Systems) <b>Typical Experience:</b> 10 years of professional experience with software engineering <b>Additional Guidelines:</b> <ul style="list-style-type: none"> <li>Experience with applying programming concepts in a professional or academic setting.</li> <li>Experience with applying modern software development methodologies (e.g. agile, DEVOPS/DEVSECOPS) in a professional or academic setting.</li> <li>Agile Developer certification or Certified Scrum Developer certification</li> </ul>		
		SCA Category
<b>SPECIALIST, CONFIGURATION MGMT</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b>		

The Configuration Management Specialist shall be responsible for configuration management issues associated with maintaining and controlling all hardware inventory, documentation, product releases, and software configuration management. Individual shall also work closely with the Configuration Control Board in defining and implementing procedures for releasing new products throughout the entire life cycle. Individual shall provide change management and product configuration management guidance.

#### ADDITIONAL REQUIREMENTS

None

Level	eCraft Title	eCraft Code
I	SPECIALIST, CONFIGURATION MGMT I	SCM1

#### Typical Education:

Bachelor's level degree in any field.

#### Typical Experience:

3 years of professional experience in configuration management.

#### Additional Guidelines:

None

Level	eCraft Title	eCraft Code
II	SPECIALIST, CONFIGURATION MGMT II	SCM2

#### Typical Education:

Bachelor's level degree in any field.

#### Typical Experience:

7 years of professional experience in configuration management.

#### Additional Guidelines:

None

Level	eCraft Title	eCraft Code
III	SPECIALIST, CONFIGURATION MGMT III	SCM3

#### Typical Education:

Bachelor's level degree in any field.

#### Typical Experience:

10 years professional experience in configuration management.

#### Additional Guidelines:

None

Labor Category	SCA Category
SPECIALIST, CORROSION CONTROL	NO

#### GENERAL DUTIES OR EXPERIENCE:

Corrosion Control Technicians provide technical expertise and training to ships' force personnel in all aspects of corrosion control. Corrosion Control Technicians have extensive knowledge of surface preparation tools, corrosion control techniques and coating systems used on U.S. Navy ships and in the marine industry. Corrosion Control Technicians are familiar with new corrosion control technologies and how these technologies can be implemented onboard U.S. Navy ships. Corrosion Control Technicians train ships' force personnel in the proper use of tools and the critical benefit of performing quality preservation maintenance.

#### ADDITIONAL REQUIREMENTS

National Association of Corrosion Engineers (NACE) Certified Coating Inspector Program (CIP) certifications

Level	eCraft Title	eCraft Code
I	SPECIALIST, CORROSION CONTROL I	SCC1

**Typical Education:**

High School Diploma, related military experience, trade/industrial school graduate or GED equivalent.

Certification: NACE Certified Coating Inspector Program (CIP) Level I.

**Typical Experience:**

Seven (7) years of experience that is related to electronics and combat systems corrosion control maintenance on U.S. Navy ships/submarines and/or U.S. Coast Guard boats.

**Additional Guidelines:**

Corrosion Control C5I specialists use Electromagnetic Environmental Effects including Electromagnetic Compatibility (EMC) and Electromagnetic Interference (EMI) and methods to mitigate problems including but not limited to proper bonding straps, weather sealing and fastener selection. Corrosion Control C5I specialists have extensive knowledge of the processes and technical requirements as they pertain to shipboard organizational level corrosion control of C5I systems.

Level	eCraft Title	eCraft Code
II	SPECIALIST, CORROSION CONTROL II	SCC2

**Typical Education:**

High School Diploma, related military experience, trade/industrial school graduate or GED equivalent.

Certification: NACE Certified Coating Inspector Program (CIP) Level III with peer review.

**Typical Experience:**

Seven (7) years of experience in the corrosion control field supporting U.S. Navy ship/submarine maintenance and/or U.S. Coast Guard boat maintenance.

**Additional Guidelines:**

Senior Corrosion Control Specialists are required to have an extensive knowledge and understanding of corrosion control issues, solutions, and technical requirements for shipboard Hull, Mechanical and Electrical (HM&E) systems, equipment and ship's structure. Senior Specialists have significant experience working with and understanding constraints associated with shipboard organizational level (O-Level) corrosion control maintenance for HM&E systems and equipment.

Level	eCraft Title	eCraft Code
III	SPECIALIST, CORROSION CONTROL III	SCC3

**Typical Education:**

High School Diploma, related military experience, trade/industrial school graduate or GED equivalent.

Certification: NACE Certified Coating Inspector Program (CIP) Level III with peer review

**Typical Experience:**

Ten (10) years of experience in the corrosion control field supporting U.S. Navy ship and submarine maintenance. Experience with corrosion control issues, solutions, and technical requirements for Hull, Mechanical and Electrical (HM&E) and (Combat Systems, Communications, Computers, Command and Control and Internet (C5I)) C5I systems and equipment.

**Additional Guidelines:**

Corrosion Control Specialist III (team lead) duties include the ability and experience to assist Ships' Force personnel in developing a plan for shipboard preservation projects, the ability to effectively supervise other team members, manage corrosion control projects, and the ability to communicate effectively with US Navy ship leadership, ship personnel and other team members.

Labor Category		SCA Category
<b>SPECIALIST, EMERGENCY MANAGEMENT</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Emergency Management Specialists coordinate emergency preparedness response plans with external entities (e.g., host nation, military, state and local government, emergency responders) to integrate emergency management functions, perform emergency management functions (e.g., planning exercises, managing procedural matters, response activities) to support the operation of an emergency management program, and oversee the maintenance of emergency response equipment both inside and outside an Emergency Operations Center to ensure equipment is readily available to respond to a radiological incident. Additionally, they may develop training curriculum for emergency planning, preparedness, mitigation, response, or recovery operations.		
<b>ADDITIONAL REQUIREMENTS</b>  May require travel and/or collaboration with on and off-base units and agencies on EM programs, policies, and procedures. Serves as the emergency management liaison with outside agencies at the local, county, and tribal level during emergencies.		
eCraft Title		eCraft Code
<b>SPECIALIST, EMERGENCY MANAGEMENT</b>		<b>SEM</b>
<b>Typical Education:</b>  Bachelor's or Master's level degree.		
<b>Typical Experience:</b>  Specialized experience must demonstrate the following: 1) Utilizing and training personnel on the use of emergency operation center and command and control equipment and software; 2) Assisting with the planning of an Emergency Management exercise of various types and scope (e.g., table-top, functional and full scale exercises); and 3) Coordinating response and recovery operations with internal and external agencies. Or specialists should have successfully completed a master's or equivalent graduate degree or combination of graduate education and experience that is related to the position being filled.		
<b>Additional Guidelines:</b>  None		

Labor Category		SCA Category
<b>SPECIALIST, INFORMATION ASSURANCE COMPLIANCE</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Oversees, evaluates, and supports the documentation, validation, and accreditation processes necessary to ensure new and existing information technology (IT) systems meet the organization's information assurance (IA) and security requirements. Ensures appropriate treatment of risk, compliance, and monitoring assurance from internal and external perspectives.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>SPECIALIST, IA COMPLIANCE I</b>	<b>SIAC1</b>
<b>Typical Education:</b>  Associate Degree from accredited University or CNSSI 4011 Certificate or successful completion of military training course: NEC 2791 (A-150-1980 or K-150-2115) or IP BASIC (CIN: J-3B-0440) (or DOD Service equivalent)		
<b>Typical Experience:</b>  Validated 1-3 years specialized entry level experience in Specialty Area 61 (Information Assurance Compliance)		



**Additional Guidelines:** An A+ (CE) or Network + (CE) or SSCP certification is required. A current USG issued “Secret” security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation consist of: With privileged access- NAVEDTRA 43469 watch station 301 or W/O privileged access- NAVEDTRA 43469 watch station 304 and must be completed in directed timelines

Level	eCraft Title	eCraft Code
II	SPECIALIST, IA COMPLIANCE II	SIAC2

**Typical Education:**

Bachelor Degree from accredited University or CNSSI 4012 or 4013 or 4014 or 4015 or 4016 Certificate or NDU CISO certificate **or** successful completion of at least one of the following military training courses: NEC 2780 (CIN: A-531-0022) or 2779 (CIN: A-531-0009) or 2781 (CIN: A-531-0045) (or DOD Service equivalent)

**Typical Experience:**

Validated 3-5 years specialized entry level experience in Specialty Area 61 (Information Assurance Compliance)

**Additional Guidelines:** A CCNA or CAP or Security + (CE) or ENSA is required. A current USG issued “SECRET” security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation consist of: With privileged access- NAVEDTRA 43469 watch station 302 or W/O privileged access- NAVEDTRA 43469 watch station 304 and must be completed in directed timelines

Level	eCraft Title	eCraft Code
III	SPECIALIST, IA COMPLIANCE III	SIAC3

**Typical Education:**

Graduate Degree from accredited University or CNSSI 4012 or 4013 or 4014 or 4015 or 4016 Certificate or NDU CIO certificate or successful completion of military training course: NEC 2779 (CIN: A-531-0009) (or DOD Service equivalent)

**Typical Experience:**

Validated 5 plus years specialized Master level experience in Specialty Area 61 (Information Assurance Compliance)

**Additional Guidelines:** A CISSP or CISM or GSLC or CASP is required. A current USG issued “SECRET” security clearance (or interim) is required AND must be maintained. Personnel must be eligible to obtain and maintain a TS clearance.

As a member of Cybersecurity Workforce individual will need to maintain a minimum of 40 continuing education hours per year.

OJT Evaluation consists of: With privileged access- NAVEDTRA 43469 watch station 303 or W/O privileged access- NAVEDTRA 43469 watch station 3043 and must be completed in directed timelines

An operating system credential may be directed in accordance with an Privileged Access Agreement

Labor Category	SCA Category
SPECIALIST, INFORMATION SYSTEM SECURITY	NO

**GENERAL DUTIES OR EXPERIENCE:**

The Information System Security Specialist is responsible for supporting all aspects of a Program Information Assurance (IA) processes tailored to include minimum qualification standards, fundamental awareness and familiarity to demonstrated competency with specific experience in Cyber Security, Engineering, Test & Evaluation, (T&E) and/or Security Control Assessor (SCA) under a Certification & Accreditation (C&A) and/or Assessment & Authorization (A&A) process. The specialist should demonstrate a working knowledge of the Risk Management Framework (RMF) process and/or include prior experience with the Defense Information Assurance & Certification Accreditation Process (DIACAP). Familiarity with security policies & guidance documents to assist with the preparation and maintenance of process artifacts, traceability documents purposed for compliance with Authority to Operate (ATO) requirements. The specialist is expected to evaluate security solutions to ensure they meet security requirements for processing up to classified information, and supervise and/or maintain the operational security posture for an information system or program.

More senior specialists may assist or develop system security policy and ensure compliance of change management and configuration control processes. Plan and coordinate the IT security program and policies supporting the command leadership mission and goals.

#### **ADDITIONAL REQUIREMENTS**

None

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>I</b>	<b>SPECIALIST, INFORMATION SYSTEM SECURITY I</b>	<b>SISS1</b>

#### **Typical Education:**

High school diploma or HS equivalency certificate is acceptable with additional years of experience as defined in the next category).

#### **Typical Experience:**

2 Years minimum practical experience in a Cybersecurity, Engineering, T&E or A&A (formerly C&A) related field.

Have worked with Information Assurance tools such as DISA Enterprise Mission Assurance Support Service (eMASS), Assured Compliance Assessment Solution (ACAS).

#### **Additional Guidelines:**

None

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>II</b>	<b>SPECIALIST, INFORMATION SYSTEM SECURITY II</b>	<b>SISS2</b>

#### **Typical Education:**

High school diploma or HS equivalency certificate is acceptable with additional years of experience as defined in the next category).

#### **Typical Experience:**

2 – 5 Years of practical experience in a Cybersecurity, Engineering, T&E or A&A (formerly C&A) related field.

Have worked with Information Assurance tools such as DISA Enterprise Mission Assurance Support Service (eMASS), Assured Compliance Assessment Solution (ACAS) and may be required to hold an Interim Security Control Assessor qualification.

#### **Additional Guidelines:**

None

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>III</b>	<b>SPECIALIST, INFORMATION SYSTEM SECURITY</b>	<b>SISS3</b>

#### **Typical Education:**

College degree in a technical or managerial related discipline [Note: a high school diploma or HS equivalency certificate is acceptable with additional years of experience as defined in the next category).

#### **Typical Experience:**

Greater than five (5)\* years practical experience in a Cybersecurity, Engineering, T&E or A&A (formerly C&A) related field.

Have worked with Information Assurance tools such as DISA Enterprise Mission Assurance Support Service (eMASS), Assured Compliance Assessment Solution (ACAS) and may be required to hold a Full Security Control Assessor qualification.

\*Without college degree, greater than seven (7) years required.

**Additional Guidelines:**

None

Labor Category		SCA Category
SPECIALIST, QUALITY CONTROL		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Solve technical problems. Trained in the skills and techniques related to engineering. Possess a practical understanding of engineering concepts. Assure that the product and its manufacturing process meet quality and safety standards. Testing equipment to make sure that the manufacturing process operates effectively and safely.  Able to interpret plans and drawings and contribute to the design and fabrication of test specimens. Should have experience in computer aided drafting (CAD), ability to prepare shop drawings for model construction, and be familiar with material specifications and fabrication methods.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
I	SPECIALIST, QUALITY CONTROL I	SQC1
<b>Typical Education:</b>  High school Diploma, related military experience, trade/industrial school graduate or GED equivalent. <b>Typical Experience:</b>  Meet or exceed the minimum education and technical requirements. <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
II	SPECIALIST, QUALITY CONTROL II	SQC2
<b>Typical Education:</b>  High school Diploma, related military experience, trade/industrial school graduate or GED equivalent. <b>Typical Experience:</b>  3 years professional experience related to field. <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
III	SPECIALIST, QUALITY CONTROL III	SQC3
<b>Typical Education:</b>  High school Diploma, related military experience, trade/industrial school graduate or GED equivalent. <b>Typical Experience:</b>  5 years professional experience related to field. <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code

IV	SPECIALIST, QUALITY CONTROL IV	SQC4
<b>Typical Education:</b> High school Diploma, related military experience, trade/industrial school graduate or GED equivalent. <b>Typical Experience:</b> 10 years professional experience related to field. <b>Additional Guidelines:</b> None		

Labor Category (updated)	SCA Category
SPECIALIST, PUBLIC AFFAIRS	NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> Public Affairs Specialists serve as a liaison between organization and media representatives and community groups. They coordinate activities and events with other community relations officers, public affair officials, and local business representatives for outreach efforts. Public Affairs Specialists serve as the action officer for planning and execution of local engagement and outreach efforts, and they create or edit written products that are selected to meet the information and communication needs of the command and its audiences. Public Affairs Specialist will also prepare and release written information to the public and industry on a program's responsibilities and achievements.	
<b>ADDITIONAL REQUIREMENTS</b> The duties of the Public Affairs Specialist may include occasional travel, travel by automobile, aircraft, or embarking on a ship to escort visitors and/or media.	
eCraft Title	eCraft Code
SPECIALIST, PUBLIC AFFAIRS I	SPA1
<b>Typical Education:</b> Associate or Bachelor's level degree. <b>Typical Experience:</b> Journalism, Public Relations, or other related Public Affairs Office position. <b>Additional Guidelines:</b> None	
eCraft Title	eCraft Code
SPECIALIST, PUBLIC AFFAIRS II	SPA2
<b>Typical Education:</b> Bachelor's level degree. <b>Typical Experience:</b> 3 years of professional experience in Journalism, Public Relations, or other related Public Affairs Office position. <b>Additional Guidelines:</b> None	
eCraft Title	eCraft Code
SPECIALIST, PUBLIC AFFAIRS III	SPA3
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience in Journalism, Public Relations, or other related Public Affairs Office position.	

**Additional Guidelines:**

None

Labor Category		SCA Category
<b>SPECIALIST, SECURITY</b>		<b>NO</b>
<b>GENERAL DUTIES OR EXPERIENCE:</b>  Security Specialists provide security risk management guidance pertaining to the protection of advanced technology, make access eligibility determinations in accordance with Navy SAP Nomination Process, and review documentation required for classified information systems in accordance with the current regulations. They may also conduct site surveys and physical security accreditations, interpret current security policies, and implement organization security policies and procedures.		
<b>ADDITIONAL REQUIREMENTS</b>  None		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>SPECIALIST, SECURITY I</b>	<b>SS1</b>
<b>Typical Education:</b>  Bachelor's level degree.  <b>Typical Experience:</b>  Applicants must have the experiences, education, or training that demonstrates the ability to follow directions, to read, understand, and retain a variety of instructions, regulations, and procedures. Applicants must demonstrate the ability or have endorsements that indicate the ability to learn and perform the cited position's duties. Must demonstrate knowledge of security classification methods, concepts, eligibility for access to classified or sensitive information and the process for granting personnel security clearances/accesses, and knowledge of commonly applied security principles, concepts, and methodologies in carrying out information, personnel, and physical security programs related to the protection of SCI. Specialist should have knowledge of the methods of performing such duties as conducting inspections and investigations, collecting and analyzing information, etc., and skill in weighing the impact of variables such as critical personnel qualifications, variations in building construction characteristics, access and entry restrictions, equipment availability, and other issues that influence the course of actions taken in resolving security questions and issues.  <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
<b>II</b>	<b>SPECIALIST, SECURITY II</b>	<b>SS2</b>
<b>Typical Education:</b>  Bachelor's to Ph.D. level degree.  <b>Typical Experience:</b>  In addition to Level I experience, a Security Specialist II specialized experience must demonstrate the following: Experience in the fields of physical, industrial, information and personnel security participating in SAP Security Compliance Inspections and Self-Inspections; reporting, documenting and investigating security incidents; reviewing and applying governing policy including Executive Orders, DoD Security Directives, and the JAFAN Series; and communicating orally and in writing with staff and supervisors.  <b>Additional Guidelines:</b>  None		
Level	eCraft Title	eCraft Code
<b>III</b>	<b>SPECIALIST, SECURITY III</b>	<b>SS3</b>
<b>Typical Education:</b>		

Ph.D. or equivalent education level degree.

**Typical Experience:**

In addition to Level I and II experience, a Security Specialist III demonstrates experience in the fields of physical, industrial, information and personnel security planning SAP Security Compliance Inspections and Self-Inspections; leading Investigations of security incidents to include initial reporting and documenting findings in accordance with policy; reviewing and applying governing policy including Executive Orders, DOD Security Directives, the SAP Nomination Process, Intelligence Directives and the JAFAN Series; and communicating orally and in writing to managers, civilians and military contracts across DoD and other agencies.

**Additional Guidelines:**

None

Labor Category		SCA Category
SPECIALIST, TRAINING		NO
<b>GENERAL DUTIES OR EXPERIENCE:</b> <p>Depending on the size, goals, and nature of the organization, trainers may differ considerably in their responsibilities and in the methods they use. Training methods include on-the-job training, operating schools that duplicate shop conditions for trainees prior to putting them on the shop floor, apprenticeship training, classroom training, and electronic learning, multimedia programs, distance learning, satellite training, other computer-aided instructional technologies, videos, simulators, conferences, and workshops.</p> <p>Training specialists conduct and supervise training and development programs for employees and external customers. Planning and program development is an important part of the training specialist's job. In order to identify and assess training needs, trainers research all problems. The goal of training is to help employees develop new skills and enhance productivity while improving the quality of work. Training specialists set up teaching materials and lesson plans prior to the class. They also involve the class and issue completion certificates at the end of the class.</p> <p>Training specialists must plan, organize, and direct a wide range of training activities. Trainers respond to corporate and worker service requests. They consult with onsite supervisors regarding available performance improvement services. In government-supported training programs, training specialists function as case managers. They first assess the training needs of clients and then guide them through the most appropriate training method.</p>		
<b>ADDITIONAL REQUIREMENTS</b> <p>None</p>		
Level	eCraft Title	eCraft Code
I	SPECIALIST, TRAINING I	ST1
<b>Typical Education:</b> <p>Bachelor's level degree in Education, Psychology or related Training Systems discipline.</p> <b>Typical Experience:</b> <p>3 years professional experience in curriculum development.</p> <b>Additional Guidelines:</b> <p>None</p>		
Level	eCraft Title	eCraft Code
II	SPECIALIST, TRAINING II	ST2
<b>Typical Education:</b> <p>Bachelor's level degree in Education, Psychology or related Training Systems discipline.</p> <b>Typical Experience:</b> <p>7 years professional experience in curriculum development.</p> <b>Additional Guidelines:</b>		

None		
Level	eCraft Title	eCraft Code
III	SPECIALIST, TRAINING III	ST3
<b>Typical Education:</b> Master's level degree in Education, Psychology or related Training Systems discipline.		
<b>Typical Experience:</b> 10 years professional experience in curriculum development.		
<b>Additional Guidelines:</b> None		

Labor Category	eCraft Code
STUDENT	STU
<b>GENERAL DUTIES OR EXPERIENCE:</b> Students are expected to provide services to perform tasks within the scope of one or more of the following general disciplines: <ul style="list-style-type: none"> <li>• Perform human engineering, psychological, physiological and behavioral studies.</li> <li>• Perform literature search and review for specified projects; compile and catalog background material; prepare summaries and bibliographies.</li> <li>• Assist in the design and/or fabrication and/or test and/or documentation of developmental hardware for designated projects and state of the art components.</li> <li>• Perform data conversion and coding.</li> <li>• Design, develop, test and document computer programs incidental to the performance of a specific program/project or research effort.</li> <li>• Utilize microprocessors, minicomputers, terminals and graphic displays as tools for data analysis and data reduction in connection with specific research projects.</li> <li>• Review, analyze and document specific operational procedures; perform feasibility studies. Prepare technical reports documenting the work performed.</li> <li>• Prepare engineering drawings or schematics for designed projects. Analyze charts, aerial photographs and maps utilizing photogrammetric and cartographic techniques.</li> <li>• Perform reliability, maintainability, and availability analyses of specified devices or subsystems.</li> <li>• Perform operation and analysis studies of naval tactics and equipment requiring engineering, operations analysis and computer sciences.</li> <li>• Analyze existing weapons and sensor systems to determine estimates of performance based on limited information, operations and analysis and engineering studies.</li> </ul>	
<b>ADDITIONAL REQUIREMENTS</b> None	
eCraft Title	eCraft Code
STUDENT	STU
<b>Typical Education:</b> An academically eligible undergraduate or graduate student in good standing at an accredited university working towards a Bachelor's or Masters level degree with no required professional experience.	
<b>Additional Guidelines:</b> None	

Labor Category	SCA Category
SUBSAFE PROGRAM DIRECTOR	NO
GENERAL DUTIES OR EXPERIENCE:	

- 1) Establishing and maintaining a robust SUBSAFE training and qualification process.
- 2) Establish and maintain processes required to ensure all NAVSEA SUBSAFE and Level I requirements are adhered to and followed.
- 3) Ensuring all personnel's "SUBSAFE qualifications" are maintained IAW the requirements as set within this contract.

#### ADDITIONAL REQUIREMENTS

NAVSEA Note 5000

eCraft Title	eCraft Code
<b>SUBSAFE PROGRAM DIRECTOR</b>	<b>SPD</b>
<p><b>Typical Education:</b></p> <p>Bachelor's Degree in an engineering discipline from an accredited college or university or ten (10) years' experience managing quality programs in lieu of an Engineering Degree. This experience should not have been gained concurrently with the experience requirements listed in Typical Experience paragraph (2 through (4) below.</p> <p><b>Typical Experience:</b></p> <ol style="list-style-type: none"> <li>1) Three (3) years' experience that has provided a practical knowledge of quality assurance programs and quality control inspection systems.</li> <li>2) Three (3) years of specialized experience in performing quality reviews of SUBSAFE/Level I Material work.</li> <li>3) One (1) years of specialized experience in auditing SUBSAFE and Level I work as required by the organizational certification by Commander Naval Sea Systems Command.</li> <li>4) Working knowledge of Naval Sea Command, Naval Surface Warfare Center, Naval Shipyards, and Supervisor of shipbuilding, Conversion and Repair and Type Commanders' organizations.</li> </ol> <p><b>Additional Guidelines:</b></p> <p>None</p>	

Labor Category		SCA Category
<b>SYSTEMS ADMINISTRATOR</b>		<b>NO</b>
<p><b>GENERAL DUTIES OR EXPERIENCE:</b></p> <p>The Systems Administrator administers and supports daily operational requirements of computer network systems including workstation, file servers, and web servers. Duties typically involve the installation of hardware, software, systems upgrades, network accounts, network security, and web page design, interface and updates, and local system design documentation. This administrator will maintain, troubleshoot, and implement network security tools including firewalls, anti-virus, and intrusion detection services. This Administrator trains staff on software applicable to their position, assists customers with information technology, monitors system configuration (hardware and software), and provides instruction on computers and applications.</p> <p>Certifications. Industry standards for certifications change often and should not be codified in position descriptions unless certain certifications are required for the specific position sought by a particular contract AND the certification is not likely to change during the contract development, competition, and award. It is recommended that verbiage requiring compliance with the Cyber WorkForce (CWF) directives be added to the contract which will invoke required certifications for this position. It is expected the CWF directives will be maintained up-to-date with respect to certifications.**</p>		
<p><b>ADDITIONAL REQUIREMENTS</b></p> <p>Compliance with the Cyber WorkForce (CWF) directives, including any required certifications</p>		
Level	eCraft Title	eCraft Code
<b>I</b>	<b>SYSTEMS ADMINISTRATOR I</b>	<b>SA1</b>
<p><b>Typical Education:</b></p> <p>Bachelor's level degree in Electrical/Electronic/Computer Engineering, Computer Science, or Information Systems.</p>		



**Typical Experience:**

No required professional experience.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
II	SYSTEMS ADMINISTRATOR II	SA2

**Typical Education:**

Bachelor's level degree in Electrical/Electronic/Computer Engineering, Computer Science, or Information Systems.

**Typical Experience:**

3 years professional experience in systems administration.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
III	SYSTEMS ADMINISTRATOR III	SA3

**Typical Education:**

Master's level degree in Electrical/Electronic/Computer Engineering, Computer Science, or Information Systems.

**Typical Experience:**

7 years professional experience in systems administration.

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
IV	SYSTEMS ADMINISTRATOR IV	SA4

**Typical Education:**

Master's level degree in Electrical/Electronic/Computer Engineering, Computer Science, or Information Systems.

**Typical Experience:**

10 years professional experience in systems administration.

**Additional Guidelines:**

None

Labor Category (new)	SCA Category
TECHNICAL EDITOR, SUPERVISORY	NO

Technical Editors edit, and review technical materials, such as equipment manuals, appendices, or operating and maintenance instructions for cognizant technical editors and may supervise technical writers.

Technical Editors edit, and review technical materials, such as equipment manuals, appendices, or operating and maintenance instructions for cognizant technical editors and may supervise technical writers.

**ADDITIONAL REQUIREMENTS**

None

Level	eCraft Title	eCraft Code
I	TECHNICAL EDITOR, SUPERVISORY I	TES1

**Typical Education:**

Bachelor's Degree

**Typical Experience:**

No required professional experience

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
II	TECHNICAL EDITOR, SUPERVISORY II	TES2

**Typical Education:**

Bachelor's Degree

**Typical Experience:**

3 years of professional experience creating, editing, and reviewing technical materials

**Additional Guidelines:**

None

Level	eCraft Title	eCraft Code
III	TECHNICAL EDITOR, SUPERVISORY III	TES3

**Typical Education:**

Master's Degree

**Typical Experience:**

10 years of professional experience creating, editing, and reviewing technical materials

**Additional Guidelines:**

None

Labor Category	SCA Category
TECHNICAL WRITER, SUPERVISORY	NO

**GENERAL DUTIES OR EXPERIENCE:**

Develops, writes and edits material for reports, manuals, briefs, proposals, instructions books, catalogs and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment. Acts as supervisor to other Technical Writers. Observes production, developmental, and experimental activities to determine operating procedure and detail. Interviews production and engineering personnel and reads journals, reports, and other material to become familiar with product technologies and production methods. Organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of work and revisions. Edits material prepared by other writers or plant personnel. May specialize in writing material regarding work methods and procedures.

**ADDITIONAL REQUIREMENTS**

None

eCraft Title	eCraft Code
TECHNICAL WRITER, SUPERVISORY	TECW

**Typical Education:**

Bachelor's level degree in any field.

**Typical Experience:**

3 years work related experience in technical writing/editing.

**Additional Guidelines:**

None

Labor Category (new)	SCA Category
WEB AND DIGITAL INTERFACE DESIGNER	NO

Web and Digital Interface Designers design digital user interfaces or websites. They may also perform the following duties:

- Develop, modify, and/or test layouts, interfaces, functionality, and navigation menus to ensure compatibility and usability across browsers or devices
- Use web framework applications as well as the Government's code and processes
- Evaluate web design following web and accessibility standards, and may analyze web use metrics and optimize websites for marketability and search engine ranking
- Design, modify, and/or test interfaces that facilitate the human-computer interaction and maximize the usability of digital devices, websites, and software with a focus on aesthetics and design
- Create and/or modify graphics used in websites
- Manage website content and links

#### **ADDITIONAL REQUIREMENTS**

None

<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>I</b>	<b>WEB AND DIGITAL INTERFACE DESIGNER I</b>	<b>WDD1</b>
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b>		
<b>II</b>	<b>WEB AND DIGITAL INTERFACE</b>	<b>WDD2</b>
<b>Typical Education:</b> Bachelor's Degree <b>Typical Experience:</b> 3 years of professional experience designing digital user interfaces or websites <b>Additional Guidelines:</b>		
<b>Level</b>	<b>eCraft Title</b>	<b>eCraft Code</b>
<b>III</b>	<b>WEB AND DIGITAL INTERFACE DESIGNER III</b>	<b>WDD3</b>
<b>Typical Education:</b> Master's Degree <b>Typical Experience:</b> 10 years of professional experience designing digital user interfaces or websites <b>Additional Guidelines:</b>		