



Pro2Serve[®]

Professional Project Services, Inc.

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

Federal Supply Group 246

Total Solutions for Law Enforcement, Security, Facility Management Systems, Fire, Rescue,
Special Purpose Clothing, Marine Craft, and Emergency/Disaster Response

SPECIAL ITEM NO. 246-52 Professional Services

SPECIAL ITEM NO. 246-52RC Professional Services Disaster Recovery Purchase

FSC Group 63 – Alarm and signal systems/facility management systems, professional
security/facility management services, and guard services

Professional Project Services, Inc. (Pro2Serve)—your premier provider of choice for technical and professional services and solutions through studies, and analyses focusing on planning and design, advanced systems and security, operations and maintenance, process and production improvement.

Contract Number: GS-07F-0530T

Contract Period: August 5, 2007 through August 4, 2012

FOR INFORMATION CONTACT:

Susan Starr
Professional Project Services, Inc.
1100 Bethel Valley
Oak Ridge, Tennessee 37830-7187

Telephone: (865) 220-4377

Fax: (865) 220-4441

E-mail: starrs@p2s.com

Pro2Serve GSA Price Lists On The Web: <http://www.p2s.com>

Pro2Serve Business Size: Large Business

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!*, a menu-driven database system. The INTERNET address for *GSA Advantage!* is:

GSAAdvantage.gov.

For more information on ordering from Federal Supply Schedules click the FSS Schedules button at fss.gsa.gov.



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I. CUSTOMER INFORMATION

1. a. **Awarded Special Item Number (SIN)**

246-52 Professional Services

246-52RC Professional Services Disaster Recovery Purchase

246-52 -- [Professional Security/Facility Management Services](#) including security consulting, training and facility management consulting

A description of items offered under this schedule is at Section II, Summary of Schedule 84 Services, page 6. Section III, page 8, is the Price List for services offered under this Contract.

b. Lowest Priced Model Number: Not Applicable

c. Pro2Serve uses commercial job titles for employees who perform services. Descriptions of experience, functional responsibility and education for employees who will perform services are in Section IV, Labor Categories and Position Descriptions.

2. **Maximum Order**

The maximum order amount is \$200,000

3. **Minimum Order Amount**

The minimum order amount is \$100.

4. **Geographic Coverage**

Domestic

5. **Points of Production**

As required to efficiently support the client:

Oak Ridge, TN (Corporate Office)*:

Professional Project Services, Inc.

1100 Bethel Valley

Oak Ridge, TN 37830

Amarillo, TX

500 S. Taylor, Suite 908K, LB263

Amarillo, TX 79101

Grand Junction, CO

Moab UMTRA TAC Team

200 Grand Ave., Suite 202

Grand Junction, CO 81501



Las Vegas, NV
501 Atlas Drive
NSF Bldg, MS-505, Rm B110
North Las Vegas, NV 89030

Los Alamos, NM
Professional Project Services, Inc.
1615 Central Ave, Suite 200
Los Alamos, NM 87544

Portsmouth, OH
3930 US RT 23 South
Bldg X-3000
Piketon, Oh 45661

* The business practices and operations of Pro2Serve are certified and registered as operating a quality management system that is compliant with the requirements of BS EN ISO 9001:2000 by the British Standards Institution, Inc.

6. Discount from List Prices

All prices are Government Net prices (discounts already deducted).

7. Quantity Discounts

Pro2Serve may offer discounts to the rates shown in the Schedule for orders larger than the maximum order amount.

8. Prompt Payment Terms

Net 30 days

9. Government Purchase Card(s) Accepted

- a. Pro2Serve accepts Government Purchase Cards at or below the micro-purchase level.
- b. Government Purchase Cards will be acceptable for payment above the micro-purchase.

10. Foreign Items

None

11. Deliveries

- a. Time of Delivery: Specified on the Task Order.
- b. Expedited Delivery: As negotiated.



c. Overnight and 2-Day Delivery: Overnight and 2-day deliveries may be available. Schedule customers may contact Susan Starr (Telephone: (865) 220-4377; Fax: (865) 220-4441; e-mail: starrs@p2s.com) for information and rates.

d. Urgent Requirements: The coordination point for urgent requirements under this schedule is Susan Starr (Telephone: (865) 220-4377; Fax: (865) 220-4441; e-mail: starrs@p2s.com).

12. FOB Points

Destination

13. a. Ordering Address

Professional Project Services, Inc.
Attention: Susan Starr
1100 Bethel Valley
Oak Ridge, Tennessee 37830

13. b. Ordering Procedures

For supplies and services, the ordering procedures, information on Blanket Purchase Procedures (BPA's) and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment Address

Professional Project Services, Inc.
Attention: Accounts Receivable
1100 Bethel Valley
Oak Ridge, Tennessee 37830

Professional Project Services, Inc. prefers payment by electronic funds transfer (ETF). Information regarding ETF is available through the Central Contractor Registration web site (www.ccr.gov).

15. Warranty Provisions

Pro2Serve will correct any error or omission in services at no additional expense to the client to the extent that such error or omission is caused by Pro2Serve's negligent performance of the Work. Pro2Serve represents that the Services provided under this contract will be performed to the level of care ordinarily used by other competent engineers, consultants, and service providers performing similar services in the same geographical area, and that any items delivered will be merchantable and fit for the particular purpose described in the order. No other representation, guarantee, or expressed or implied warranty is intended in or by this contract. Pro2Serve will not be liable to the Government for indirect or consequential damages resulting from any defects or deficiencies in accepted items.

16. Export Packing Charges

Not Applicable

17. Terms and Conditions of Government Credit Card Acceptance

- a. Pro2Serve accepts VISA Government Purchase Cards.
- b. Pro2Serve does not offer a discount for the use of a Government purchase card.
- c. Contact P2S Contracts Administrator at 865-220-4377 for use of Government Purchase Cards.

18. Terms and Conditions of Rental, Maintenance, and Repair

Not Applicable

19. Terms and Conditions of Installation

Not Applicable

20. Terms and Conditions of Repair Parts

Not Applicable

20. a. Terms and Conditions of Any Other Service

Not Applicable

21. List of Service Distribution Points

Not Applicable

22. List of Participating Dealers

Not Applicable

23. Preventative Maintenance

Not Applicable

24. a. Special Attributes

In providing its services, Pro2Serve supports recycling and the use of recycled-content items, and promotes energy efficiency.

24. b. Section 508 Compliance (Electronic and Information Technology (EIT) Supplies and Services

Not Applicable

25. Data Universal Numbering System (DUNS)



95-619-4690

26. Central Contractor Registration (CCR) Database Registration

Pro2Serve is registered in the CCR Database.

27. Uncompensated Overtime

Pro2Serve does not use uncompensated overtime.

28. Security Requirements

Pro2Serve accepts orders containing security requirements. Many Pro2Serve employees hold security clearances, and the Pro2Serve facility in Oak Ridge, TN, is a cleared facility.

II. PROFESSIONAL PROJECT SERVICES OVERVIEW

Company Profile

Pro2Serve® Professional Project Services, Inc., is a premiere provider of critical infrastructure engineering services protecting our Nation's most critical assets by applying *Integrated Safety and Security by Design*. Recognized as one of the most qualified national security engineering contractors available today, Pro2Serve provides services to the Department of Defense, the Department of Energy, the National Nuclear Security Administration, and other federal agencies through offices strategically located nationally. Pro2Serve has twice been recognized by *Inc.* magazine as one of the Nation's fastest growing companies, including designation as the 18th fastest growing defense contractor in 2003.

Business Areas

Pro2Serve is organized along four business units focused on providing critical infrastructure engineering services protecting our Nation's most critical assets by applying *Integrated Safety and Security by Design™*. These are National Security Operations, Integrated Physical Security Solutions, Environmental Management, and Facilities and Infrastructure Engineering. Capabilities and services of the four divisions are summarized in the figure below. The integrated application of skills and capabilities from across all four divisions enables Pro2Serve to provide holistic solutions to clients for a broad spectrum of national security issues. The following is a discussion of the divisions and associated capabilities.



Integrated Physical Security Solutions

Pro2Serve continues to evolve its capability base as a premier provider of integrated physical security solutions, with an emphasis on highly sophisticated state-of-the-art security systems for both commercial and government customers, including protection of some of the nation's most critical infrastructure and key assets. The Company's past performance on highly visible security upgrade initiatives for DOE facilities and sites including Pantex, Los Alamos and Oak Ridge, have positioned Pro2Serve as the primary supplier of security design services to the NWC. Today, the Company is the leading expert in the implementation of Argus security systems and has provided comprehensive security system design services for more than half of the Complex's major nuclear installations and fully expects this business flow to continue.

Capabilities/Services	
<p>Threat and Vulnerability Assessments</p> <ul style="list-style-type: none"> • Threat assessment modeling • Identification of critical assets • Threat environment evaluation • Policies and procedures • Physical security • Operations security • Consequence analysis • Risk characterization <p>Security Systems Engineering</p> <ul style="list-style-type: none"> • Multi-disciplinary engineering, project planning and preliminary design packages • Definitive design • Construction inspection support • Operational support • Program technical support 	<p>Security Systems Technology</p> <ul style="list-style-type: none"> • System component evaluation and verification • System component installation • System mapping and alarm station design • System component cutover and validation • Work control preparation <p>Security Systems Integration</p> <ul style="list-style-type: none"> • Requirements definition • Survey of current technology • Alternative analysis • Preliminary and final design • Construction inspection support • Integration • System installation, activation, validation and cutover • Operational support • Procedures • Training

III. PRICE LIST

SPECIAL ITEM NO. 246-52 Professional Services
 SPECIAL ITEM NO. 246-52RC Professional Services Disaster Recovery Purchase

Rates with 0.75% IFF (Use with Pricing)

Labor Category	2007 8/5/07	2008 8/5/08	2009 8/5/09	2010 8/5/10	2011 8/5/11
	- 8/4/08 Base Yr 1	- 8/4/09 Base Yr 2	- 8/4/10 Base Yr 3	- 8/4/11 Base Yr 4	- 8/4/12 Base Yr 5
Program Mgr.	\$175.46	\$181.61	\$187.96	\$194.54	\$201.35
Project Mgr.	\$132.98	\$137.64	\$142.46	\$147.44	\$152.60
Project Engineer	\$114.57	\$118.58	\$122.73	\$127.02	\$131.47
System Designer	\$96.88	\$100.27	\$103.78	\$107.41	\$111.17
Network Designer	\$80.70	\$83.52	\$86.44	\$89.47	\$92.60
Design Specialist II	\$94.75	\$98.06	\$101.49	\$105.05	\$108.72
Design Specialist I	\$78.19	\$80.93	\$83.76	\$86.69	\$89.73
SQA Process Analyst	\$74.61	\$77.23	\$79.93	\$82.73	\$85.62
Estimator	\$88.02	\$91.10	\$94.29	\$97.59	\$101.01
VA Analyst	\$94.13	\$97.42	\$100.83	\$104.36	\$108.01
Group Leader	\$102.96	\$106.56	\$110.29	\$114.15	\$118.14
Engineer IV	\$88.90	\$92.01	\$95.23	\$98.56	\$102.01
Engineer III	\$65.07	\$67.35	\$69.71	\$72.15	\$74.67
Engineer II	\$58.85	\$60.91	\$63.04	\$65.24	\$67.53
Engineer I	\$45.00	\$46.57	\$48.20	\$49.89	\$51.64
Designer - SR	\$66.63	\$68.96	\$71.37	\$73.87	\$76.46
Designer	\$57.06	\$59.06	\$61.13	\$63.27	\$65.48
Administrative	\$40.57	\$41.99	\$43.46	\$44.98	\$46.56

Rates without 0.75% IFF (for reference only) Do Not use for pricing

Labor Category	2007 8/5/07 -	2008 8/5/08 -	2009 8/5/09 -	2010 8/5/10 -	2011 8/5/11 -
	8/4/08 Base Yr 1	8/4/09 Base Yr 2	8/4/10 Base Yr 3	8/4/11 Base Yr 4	8/4/12 Base Yr 5
Program Mgr.	\$175.33	\$181.47	\$187.82	\$194.39	\$201.20
Project Mgr.	\$132.88	\$137.54	\$142.35	\$147.33	\$152.49
Project Engineer	\$114.48	\$118.49	\$122.64	\$126.93	\$131.37
System Designer	\$96.81	\$100.19	\$103.70	\$107.33	\$111.09
Network Designer	\$80.64	\$83.46	\$86.38	\$89.40	\$92.53
Design Specialist II	\$94.68	\$97.99	\$101.42	\$104.97	\$108.64
Design Specialist I	\$78.13	\$80.87	\$83.70	\$86.63	\$89.66
SQA Process Analyst	\$74.56	\$77.17	\$79.87	\$82.66	\$85.56
Estimator	\$87.96	\$91.03	\$94.22	\$97.52	\$100.93
VA Analyst	\$94.06	\$97.35	\$100.75	\$104.28	\$107.93
Group Leader	\$102.88	\$106.48	\$110.21	\$114.06	\$118.06
Engineer IV	\$88.83	\$91.94	\$95.16	\$98.49	\$101.94
Engineer III	\$65.03	\$67.30	\$69.66	\$72.10	\$74.62
Engineer II	\$58.80	\$60.86	\$62.99	\$65.20	\$67.48
Engineer I	\$44.96	\$46.54	\$48.17	\$49.85	\$51.60
Designer - SR	\$66.58	\$68.91	\$71.32	\$73.82	\$76.40
Designer	\$57.02	\$59.01	\$61.08	\$63.22	\$65.43
Administrative	\$40.54	\$41.96	\$43.43	\$44.95	\$46.52

IV. LABOR CATEGORIES AND POSITION DESCRIPTIONS

Pro2Serve has an experienced professional staff available to perform services under Schedule 84 SIN 246-52. These seasoned professionals have consistently earned Pro2Serve exemplary ratings in clients' performance survey feedback.

Table 1 Labor Category Position Descriptions	
Position	Qualification/Functional Responsibility/Educational Requirements
Program Manager	<ul style="list-style-type: none"> • Twelve years of progressively responsible technical or managerial experience, Eight years in supervision and management of substantive projects, plus three years managing large, complex projects involving large number of people. • Manage contract support operations involving multiple project and personnel. Organize, direct and coordinate planning and production of all contract support activities. Demonstrates a high level of communication skills with all levels of management. Establishes and alters (as necessary) the management structure to effectively direct contract and technical support activities. Makes assignments, schedules and reviews the work of subordinates. Ensures conformance to task and contract provisions. Interprets policies, purposes, and goals of the organization for subordinates. Assists and directs subordinates in technical policy, designs and resolutions as necessary. • Bachelor degree in a related technical field.
Project Manager	<ul style="list-style-type: none"> • Ten years of progressively responsible technical or managerial experience. Five years in supervision and management of substantive projects, plus five years managing large, complex projects involving a large number of people. • Plans and directs highly technical projects within his/her field of expertise. Directs the completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates. Interfaces with management personnel and produces written and orals reports. • Bachelor degree or equivalent technical certifications in related technical field or in project related functional area.
Project Engineer	<ul style="list-style-type: none"> • Seven years of increasing complex and progressive experience in security system/network engineering and design. Three years of specialized experience in related hardware, operating systems and/or network systems • Leads engineering of large complex security systems and/or networks. Applies theories and principles to solve technical and system integration problems. Defines methodology, processes and standards to be applied by the project team. Applies applicable codes and standards as required • Bachelors degree in related technical field.
System Designer	<ul style="list-style-type: none"> • Five years progressive experience developing innovative designs and integrations for large scale systems and processes. • Interprets and applies customer specifications and requirements to develop technical systems and processes. Familiar with a variety of high-end technologies and applications. Uses computerized tools to develop system designs and solve technical problems. Identifies anomalies in systems and processes and develops appropriate corrective actions. Proficient in the use and understanding of various data systems and communications protocols and transmission media. Directs and interacts with other technical resources to facilitate design efficiencies. • Bachelor degree or equivalent technical certifications in related technical field or related functional area.

Network Designer	<ul style="list-style-type: none"> • Five years of increasingly complex experience in the integration of computer and network systems. Carries out complex technical support and assignments requiring the development of new and improved techniques and procedures. • Formulate, develop and implement integrated network architectures for medium to large scale computer systems, analyzes current and new network technologies and vendor offerings to establish optimum network architecture solutions. Negotiates exact technical requirements with vendors. • Bachelor degree in related field. Four years directly relevant previous work experience can be substituted for education.
Design Specialist II	<ul style="list-style-type: none"> • Ten years of experience developing designs for sophisticated nuclear class, AT/FP or other critical asset security systems, subsystems and components. • Skilled in the application of security requirements for protection of critical assets. Creates independent designs for interior and exterior applications including automated access control systems and portals. Familiar in the use, application and design of security systems, subsystems and operational requirements. Uses innovative design solutions to integrate new technologies as required for customer needs. Performs sophisticated and complicated design tasks, studies, calculations, etc. Proficient in the use of office software applications and CAD applications. • Associate degree in a related technical field. Three years relevant work experience in the security design field may substitute for education.
Design Specialist I	<ul style="list-style-type: none"> • Five years of experience developing designs for sophisticated nuclear class, AT/FP or other critical asset security systems, subsystems and components. • Skilled in the application of security requirements for protection of critical assets. Creates independent designs for interior and exterior applications including automated access control systems and portals. Familiar in the use, application and design of security systems, subsystems and operational requirements. Uses innovative design solutions to integrate new technologies as required for customer needs. Performs sophisticated and complicated design tasks, studies, calculations, etc. Proficient in the use of office software applications and CAD applications. • Associate degree in a related technical field. Three years relevant work experience in the security design field may substitute for education.
SQA / Process Analyst	<ul style="list-style-type: none"> • Four years experience performing analysis of software quality assurance (SQA) on business and software processes for compliance with applicable codes and requirements. • Develops and executes tests to ensure proper operation and performance of software applications. Develops use cases, performs risk analysis, all aspects of verification, including functional, structural, regression, load, system testing, as well as user acceptance testing. • Bachelor degree in related field. Five years experience in directly related previous work can substitute for education.
Estimator	<ul style="list-style-type: none"> • Five years of previous estimating and scheduling experience. Proficient in the use of various estimating, word processing, and spreadsheet software programs. • Prepare conceptual and/or detailed, itemized labor cost, work completion and equipment estimate for engineering and construction projects based on specifications provided using labor and material pricing schedules, engineering drawings, sketches, models, computer based estimating programs and other available sources. • Bachelor degree in related field. Associate degree plus four years directly relevant experience may substitute for education.
Vulnerability Analyst	<ul style="list-style-type: none"> • Five years of experience performing comprehensive vulnerability analysis for the protection of special nuclear materials and other high value assets.

	<ul style="list-style-type: none"> • Proficient in the use of various vulnerability assessment tools and applications, e.g., tabletop, ASSESS and ATLAS. Has knowledge of advanced techniques and processes both existing and being developed for enhanced modeling. Knowledgeable of MBA requirements for roll-up strategies, special military operations and weaponry, Chem-Bio, IED, RADSAB and radiological explosives devices and mitigation techniques. • Position requires High School Education or GED and successful completion of a Vulnerability Analyst Training Course. Four years of directly related experience working as an apprentice under trained VA personnel or successful completion of DoD Special Military Tactics and Operations Training.
Group Leader	<ul style="list-style-type: none"> • Thirteen years of previous design, drafting, or engineering experience in traditional A/E discipline. Professional Registration required. Must have extensive expert knowledge of applicable codes and discipline standards • Manages groups and/or various design and engineering projects. Establishes work processes, work assignments, etc. and directs efforts of personnel working within group. • Prepares detail design milestone and staffing schedules Establishes design concepts and design data for work assigned to group and assures technical accuracy and conformance to project requirements Represents department in coordinating with other departments, Project Managers and clients • Bachelor degree in an accepted engineering discipline and professional engineering registration.
Engineer - IV	<ul style="list-style-type: none"> • A minimum of eight years of experience in a traditional A/E discipline. Professional Registration required. Must have extensive expert knowledge of applicable codes and discipline standards • With no supervision, recognizes unusual situations where standard calculation procedures are not appropriate and performs more sophisticated and complicated designs and calculations in accordance with established standards. Applies standard and complex Engineering principles to complete tasks. Exhibits excellent working knowledge of applicable engineering codes and standards. • Bachelor degree in an accepted engineering discipline and professional engineering registration.
Engineer - III	<ul style="list-style-type: none"> • Five to ten years of engineering experience in specified traditional A/E discipline. Professional registration required • With no supervision, applies standard and complex Engineering principles to complete tasks. Exhibits high level of working knowledge of applicable codes. Works within prescribed budgets and schedules for self and/or projects. Performs all types of standard and complicated architectural designs and calculations in accordance with established standards. Makes modifications, design changes, etc. as needed within defined parameters. • Bachelor degree in an accepted engineering discipline and professional engineering registration.
Engineer - II	<ul style="list-style-type: none"> • Three to five years of previous experience in specified traditional A/E discipline. Must be E.I.T. certified or candidate for certification • Under minimal supervision, applies standard Engineering principles to accomplish tasks. Exhibits working knowledge of applicable codes. Works within prescribed budgets and schedules. Performs routine, and some non-routine and complicated engineering designs and calculations in accordance with established standards. • Bachelor degree in an accepted engineering discipline
Engineer - I	<ul style="list-style-type: none"> • Typically entry level to two years of experience in traditional A/E discipline. • Learns to apply standard Engineering tasks. Begins working knowledge of applicable codes. Performs routine designs and calculations in accordance

	<p>with established standards. Assists in preparing engineering reports, studies, calculations, etc. as required.</p> <ul style="list-style-type: none"> • Bachelor degree in an accepted engineering discipline.
Designer - SR	<ul style="list-style-type: none"> • Minimum of eight years of previous drafting experience. Must be highly proficient with a variety of drafting software applications. May supervise the work of other Designers • Designs and draws engineering plans. Interprets construction layouts, blueprints, as-built drawings, survey plats, etc. May perform survey aide work or other walk downs as required. Applies standard engineering tasks. Working knowledge of applicable codes. Prepares engineering reports, studies, calculations, etc. as required. Coordinates details and miscellaneous design criteria with other disciplines. Directs work efforts of designers and drafters as required. Checks and approves drawings from all sources • A High School Education or GED with eight years of related experience.
Designer	<ul style="list-style-type: none"> • Minimum of three years of previous drafting experience. Must be proficient with a variety of drafting software applications. • Designs and draws engineering plans. Interprets construction layouts, blueprints, as-built drawings, survey plats, etc. May perform survey aide work or other walk downs as required. Learns to apply standard engineering tasks. Assists others in preparing engineering reports, studies, calculations, etc., as required. • A High School Education or GED with two years of related experience.
Administrative	<ul style="list-style-type: none"> • Three or more years of experience previous administrative experience. Must be familiar with general computer use, e-mail, electronic calendars, word processing applications, etc. • Works on routine and non-routine administrative duties with minimal supervision. Duties include composing and typing routine correspondence, copying and filing correspondence, answering telephone and providing information to callers or routing calls to appropriate team member. Routes incoming mail and faxes for employees and managers. Schedules appointments and coordinates itineraries. Arranges travel schedules and reservations as necessary. May work on company/client sensitive information. • High school education or GED required.