

Compass Solutions, LLC

DIR Contract DIR CPO 6057

Position Descriptions (Deliverables Based Services)

The following position descriptions are provided for reference and are used to support deliverables defined in an executed Statement of Work (SOW) under DIR Contract DIR CPO 6057. All services are deliverables based and subject to the terms and conditions of the DIR contract and applicable SOW.

Subject Matter Expert (SME 1)

Provides specialized technical or functional expertise to support defined project deliverables. Activities may include requirements analysis, domain specific guidance, development of documentation, and review of work products to ensure alignment with the Statement of Work (SOW).

Subject Matter Expert (SME 2)

Provides advanced subject matter expertise for moderately complex initiatives. Supports assessments, solution approach development, validation of deliverables, and provides expert recommendations aligned with SOW acceptance criteria.

Subject Matter Expert (SME 3)

Provides senior level expert leadership for highly complex or enterprise level initiatives. Leads strategic advisory activities, validates critical deliverables, and ensures solutions align with customer objectives and SOW requirements.

Product Manager – Level 1

Supports planning and coordination of service outcomes, including documentation of requirements, coordination with stakeholders, and tracking of deliverables and milestones defined in the SOW.

Product Manager – Level 2

Manages service delivery activities across multiple workstreams, coordinating priorities, stakeholders, and deliverables to ensure alignment with customer objectives and SOW requirements.

Product Manager – Level 3

Provides senior oversight of service delivery planning and execution, ensuring governance, reporting, and acceptance processes support successful SOW outcomes.

Solutions Architect – Level 1

Develops solution designs and technical documentation supporting project deliverables. Assists with defining system components, integrations, and implementation approaches aligned with the

SOW.

Solutions Architect – Level 2

Leads architecture design and integration planning for complex solutions, producing detailed architecture deliverables aligned with functional, technical, and security requirements.

Solutions Architect – Level 3

Provides senior architecture leadership for enterprise scale initiatives, defining target state architectures and overseeing technical strategy and deliverable quality.

Systems Engineer – Level 1

Performs engineering activities supporting solution delivery, including analysis, configuration support, testing assistance, and preparation of technical documentation required by the SOW.

Systems Engineer – Level 2

Executes advanced engineering tasks supporting system design, implementation, troubleshooting, and delivery of technical outputs defined in the SOW.

Systems Engineer – Level 3

Provides senior engineering expertise for complex environments, leading technical problem resolution and validation of engineering deliverables.

System Administrator – Level 1

Provides administrative and operational support activities necessary for service delivery, including configuration assistance, access coordination, and documentation aligned to the SOW.

System Administrator – Level 2

Provides advanced administrative support for systems and environments, supporting operational readiness and delivery of administrative outputs defined in the SOW.

System Administrator – Level 3

Provides senior level administrative expertise supporting complex operational requirements and ensuring administrative deliverables meet SOW objectives.

Project Manager – Level 1

Supports project coordination activities, including schedule tracking, status reporting, documentation, and coordination of tasks and deliverables defined in the SOW.

Project Manager – Level 2

Manages project execution, including planning, scheduling, risk and issue management, stakeholder communications, and coordination of deliverables to ensure timely acceptance.

Project Manager – Level 3

Provides senior project leadership for complex initiatives, overseeing governance, stakeholder alignment, and delivery assurance for SOW outcomes.

Consultant – Level 1

Performs analysis, research, documentation, and support activities contributing to project deliverables and customer objectives defined in the SOW.

Consultant – Level 2

Provides experienced consulting services, including assessments, planning, process improvement, and development of deliverables supporting SOW requirements.

Consultant – Level 3

Delivers senior consulting expertise for complex or strategic initiatives, providing high impact analysis, recommendations, and deliverables aligned to SOW objectives.

All services are provided in accordance with DIR Contract DIR CPO 6057 and the applicable Statement of Work (SOW).