

**CERTIFICATION STANDARDS & CORE PLUS DEVELOPMENT GUIDE**  
**CONTRACTING LEVEL II**

Type of Assignment	Representative Activities
1 - Operational Contracting	Contracting functions in support of post, camp or stations
2 - Res & Dev	Contracting functions in support of research and development
3 - Sys Acq	Contracting functions in support of systems acquisition to include all ACAT programs
4 - Logistics and Sustainment	Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
5 - Construction/A&E	Contracting functions in support of construction and/or architect and engineering services
6 - Contingency/Combat Ops	Contracting functions performed in a contingency or combat environment
7 - Contract Admin Office	Contracting function is primarily focused on contract administration
8 - Contract Cost/Price Analyst	Contracting function is primarily focused on advanced cost/price analysis
9 - Small Bus Specialist	Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
10 - Other	Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD
<b>Core Certification Standards (required for DAWIA certification)</b>	
<b>Acquisition Training</b>	<b><u>ACQ 101</u></b> Fundamentals of Systems Acquisition Management
<b>Functional Training</b>	<ul style="list-style-type: none"> <li>● <b><u>CON 200</u></b> Business Decisions for Contracting</li> <li>● <b><u>CON 216</u></b> Legal Considerations in Contracting</li> <li>● <b><u>CON 270</u></b> Intermediate Cost and Price Analysis <b>(R)</b></li> <li>● <b><u>CON 280</u></b> Source Selection and Administration of Service Contracts <b>(R)</b></li> <li>● <b><u>CON 290</u></b> Contract Administration and Negotiation Techniques in a Supply Environment <b>(R)</b></li> <li>● <b><u>CLC 051</u></b> Managing Government Property in the Possession of Contractors</li> <li>● <b><u>CLC 056</u></b> Analyzing Contract Costs</li> <li>● <b><u>HBS 428</u></b> Negotiating</li> </ul>

<b>Education</b>	<ul style="list-style-type: none"> <li>● At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management</li> <li>● Baccalaureate degree (Any Field of Study)</li> </ul>
------------------	---

<b>Experience</b>	2 years of contracting experience.
-------------------	------------------------------------

<b>Unique Position Training Standards</b>
---

<b>Level II Contracting personnel assigned to support a</b> ● <u>ACQ 202</u> Intermediate Systems Acquisition, Part A MDAP/MAIS program
---

<b>Core Plus Development Guide</b> (desired training, education, and experience)	<b>Type of Assignment</b>									
--	---------------------------	--	--	--	--	--	--	--	--	--

<b>Training</b>	1	2	3	4	5	6	7	8	9	10
<u>CLC 001</u> Defense Subcontract Management	✓	✓	✓	✓	✓	✓	✓		✓	✓
<u>CLC 006</u> Contract Terminations	✓	✓	✓	✓	✓	✓	✓			✓
<u>CLC 007</u> Contract Source Selection	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<u>CLC 008</u> Indirect Costs		✓	✓				✓	✓		✓
<u>CLC 013</u> Services Acquisition	✓	✓	✓	✓	✓	✓	✓	✓		✓
<u>CLC 019</u> Leveraging DCMA for Program Success			✓				✓			✓
<u>CLC 026</u> Performance-Based Payments Overview	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<u>CLC 027</u> Buy American Statute	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<u>CLC 031</u> Reverse Auctioning	✓			✓						
<u>CLC 035</u> Other Transaction Authority for Prototype Projects: Comprehensive Coverage		✓	✓				✓			
<u>CLC 039</u> Contingency Contracting Simulation: Barda Bridge						✓				
<u>CLC 040</u> Predictive Analysis and Scheduling			✓				✓			✓
<u>CLC 041</u> Predictive Analysis and Systems Engineering		✓	✓				✓			✓
<u>CLC 042</u> Predictive Analysis and Quality Assurance			✓				✓			✓
<u>CLC 044</u> Alternative Dispute Resolution	✓	✓	✓	✓	✓	✓	✓			✓



<b><u>GRT 201</u></b> Grants and Agreements Management (R)		✓					✓			
<b><u>HBS 433</u></b> Presentation Skills	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b><u>HBS 440</u></b> Team Leadership	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b><u>HBS 441</u></b> Team Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b><u>LOG 235</u></b> Performance-Based Logistics	✓	✓	✓	✓				✓		✓

**Education**

Graduate studies in business administration or procurement

**Experience**

Two (2) additional of contracting experience

**Notes:**

- 1** The Core Certification/Training Standards section lists the training and/or, education, and experience REQUIRED for certification at this level or training for this career path.
- 2** "(R)" following a course title indicates the course is delivered as resident based instruction.
- 5** When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in the Core Plus Development Guide at this and the lower level(s) if not already completed.
- 12** See 10 U.S.C. 1724 exempts DoD GS-1102 series employees and military equivalents serving in the DoD on or before 30 Sep 2000; contracting officers with authority to award in excess of the SAT serving on or before 30 Sep 2000; as well as members of the Contingency Contracting Force from the requirement for a Baccalaureate degree.
- 14** Workforce members assigned to the position(s) identified in the Unique Position Training Standards section should meet the training standard(s) identified within 6 months of assignment.