

Report ID: NIHR148  
Report Date: 03/21/2012  
Database:

Page No : 1  
Run Time: 08:38:07

WORK ROLE: 13AH

WORKROLE TITLE: Cost Estimator

WORKROLE DESCRIPTION:

Cost Estimators apply the principles of operations research and statistics to create cost estimates and risk analyses of major system acquisitions. They calculate and forecast the future cost of systems, projects/programs, resources, methods, and management within a scheduled time frame, and develop and analyze cost models and life-cycle cost estimates to support independent studies, key strategic programs, investment decisions, and various management reviews (e.g., milestone reviews, budget reviews). Cost Estimators research and develop statistical tools and estimating methodologies based on historical system acquisition costs, schedules, and technical and programmatic data. They document, present, and defend cost estimating products to decision makers and senior leaders.

ODNI CORE COMPETENCIES FOR ALL EMPLOYEES OF THE INTELLIGENCE COMMUNITY:

Adaptability	Building Professional/Technica	Continual Learning
Creative Thinking	Enterprise Perspective	Exploring Alternatives
Influencing/Negotiating	Information Sharing	Interpersonal Skills
Multi-media Communication	Oral Communication	Policy and Directives
Resource Management	Respect for Diversity	Situational Awareness
Synthesis	Written Communication	

WORKROLE FUNCTIONAL COMPETENCIES:

Skills

Advising/Consulting	Budget Management	Customer Service
Data Analysis	Financial Policy	Integrate Disciplines
Leadership	Organizational Representation	Process Analysis and Improveme
Project Management	Quality Assurance	Research/Information Gathering
Risk Management	Statistical Analysis	Strategic Planning
System Measurement	Systems Change Analysis	

Knowledges

Acquisition lifecycle	Acquisition mgmt processes	Analytical techniques
BES/IBE process	Benchmarking techniques	Budget principles & practices
Comparative analysis technique	Computer hardware architecture	Cost estimation
Cost-benefit analysis	Data collection & normalizatio	DoD appropriations process
DoD fin/budget directive regs	DoD procurement regulations	Earned value management
Ethical conduct Gvt employees	Feasibility analysis & studies	Fed budget & financial regs
Fed/Defense acquisition regs	IC membership, mission, goals,	Info sys design prins & practs
Information mgmt technology	Metrics	NGA acquisition policies & prc
NGA developmental rqmts prcss	NGA financial policy & prcds	NGA org, missions, & vision
NGA policies and procedures	NGA products and services	NGA security plcy & prcds
Oversight organizations	POM/IPBS process	Security classification & ctrl
Service oriented architecture	Software estimation techniques	Spreadsheet & model developmen
Statistics & prob analysis	System design principles	Systems documentation use

EDUCATION/LICENSES/CERTIFICATIONS:

A. Education: Bachelor's degree in Operations Research, Economics, Mathematics, Chemistry, Physics, or a related discipline that included at least 3 semester hours of coursework in calculus and 21 semester credit hours involving advanced mathematical skills in geometry, trigonometry, statistics, probability, and/or quantitative analysis. -OR- B. Combination of Education and Experience: A minimum of 21 semester hours of college coursework in any area listed in option A plus experience in a closely-related field that included the utilization of advanced mathematical skills in geometry, trigonometry, statistics, probability, and/or quantitative analysis. As a rule, every 30 semester (45 quarter) hours of college work is equivalent to one year of experience. Candidates should show that their combination of education and experience totals 4 years.

ENVIRONMENTAL/PHYSICAL REQUIREMENTS: