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| POSITION DESCRIPTION (Please Read Instructions on the back) | | | | | | | | 1. Agency Position No S0218 | | | | |
| 2. Reason for Submission NEW | | 3. Service | | 4. Employing Office Location | | 5. Duty Station | | 6. OPM Certification No | | | | |
| Explanation | | 7. Fair Labor Standards Act Non-exempt | | | 8. Financial Statements Required | | | 9. Subject to IA Action YES | | | | |
| | | 10. Position Status | | 11. Position is NON-SUPERVISORY | 12. Sensitivity 1 - Nonsensitive/Low | 13. Competitive Level Code | | 14. Agency Use | | | | |
| | | 15. Drug Test Required NO | | | | | 16. ADP Status NO | | | | | |
| 17. Classified/Graded by | Official Title of Position | | | | Pay Plan | Occupational Code | Grade | Initials | Date | | | |
| a. Office of Personnel Management | | | | | | | | | | | | |
| b. Department, Agency or Establishment | | | | | | | | | | | | |
| c. Second Level Review | Hydrologic Technician (Field Assistant) | | | | GG | 1316 | 3 | K . S | 06/02/2008 | | | |
| d. First Level Review | | | | | | | | | | | | |
| e. Recommended by Supervisor or Initiating Office | | | | | | | | | | | | |
| 18. Organizational Title of Position (if different from official title) | | | | | 19. Name of Employee (if vacant, specify) | | | | | | | |
| 20. Department, Agency or Establishment U.S. DEPT. OF THE INTERIOR | | | | | c. Third Subdivision | | | | | | | |
| a. First Subdivision U.S. GEOLOGICAL SURVEY | | | | | d. Fourth Subdivision | | | | | | | |
| b. Second Subdivision | | | | | e. Fifth Subdivision | | | | | | | |
| 21. Employee Review- This is an accurate description of the major duties and responsibilities of my position. | | | | | Signature of Employee (optional) | | | | | | | |
| <p>Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.</p> | | | | | | | | | | | | |
| a. Name and Title of Supervisor Mark Sogge, Acting Deputy Director, USGS | | | | | b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) | | | | | | | |
| Signature /s/ Mark Sogge | | | Date 07/30/2015 | | Signature | | | | Date | | | |
| 23. Classification/Job Grading Certification <i>I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.</i> | | | | | 24. Position Classification Standards Used in Classifying/Grading Position GS-1300T, JFS for Tech Work in the Phy Sci | | | | | | | |
| Typed Name and Title of Official Taking Action Kevin Scott Human Resources Specialist (Classification/Policy) | | | | | Information for Employees <i>The standards and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S Office of Personnel Management.</i> | | | | | | | |
| Signature Kevin Scott /s/ | | | Date 06/02/2008 | | | | | | | | | |
| 25. Position Review | Initials | Date | Initials | Date | Initials | Date | Initials | Date | Initials | Date | | |
| a. Employee (Optional) | | | | | | | | | | | | |
| b. Supervisor | | | | | | | | | | | | |
| c. Classifier | | | | | | | | | | | | |
| 26. Remarks | | | | | | | | | | | | |
| 27. Description of Major Duties and Responsibilities (See Attached) | | | | | | | | | | | | |

1316,Hydrologic Technician (Field Assistant),GG-03

Based on PD Tracking Number 0002005

PD Tracking Number 0005159

Major Duties

GG-1316-03 (Standard PD)

Incumbent of this position performs technical work in support of professional or technical employees engaged in hydrologic data collection activities or chemical analysis of water samples in a laboratory.

Major Duties

Collects surface-water, ground-water, and quality-water data from gaging stations, wells, or QW monitoring stations.

Performs routine laboratory analysis of water samples to determine specified sediment, chemical, or biological concentrations or physical characteristics.

Operates a government motor vehicle as an incidental driver.

FACTOR STATEMENTS

FACTOR 1 - KNOWLEDGE REQUIRED BY THE POSITION

- Basic knowledge of routine water measurement, data collection, and sampling methods and equipment in order to collect hydrologic data.
- Knowledge of the operation, maintenance, and servicing of a variety of hydrologic recording and measuring instruments.
- Knowledge of routine laboratory testing procedures in order to assist in or perform basic chemical characteristics of water samples.

FACTOR 2 - SUPERVISORY CONTROLS

Works under the supervision of a hydrologist, chemist, or technician. Work is performed independently following established procedures. Supervisor is available to resolve unusual problems. Work is reviewed for accuracy and promptness by systematic spot-checks.

FACTOR 3 - GUIDELINES

Procedures are well established. Written and oral guides provide specific instructions and little interpretation is necessary. When instructions do not apply, problems are referred to the supervisor.

FACTOR 4 - COMPLEXITY

Assignments contain sequentially related steps. Care must be taken in following an established sequence of data collection or laboratory procedures since actions to be taken may differ depending on the situation.

FACTOR 5 - SCOPE AND EFFECT

The purpose of the work is to provide technical support to professional and technical employees in the collection and analysis of hydrologic data.

FACTOR 6 - PERSONAL CONTACTS

Personal contacts are with professional employees and technicians in the immediate office or laboratory.

FACTOR 7 - PURPOSE OF CONTACTS

Contacts are to obtain advice and direction and to exchange information related to the daily work.

FACTOR 8 - PHYSICAL DEMANDS

(Level 8-1, 5 points)

{ } The work is mainly sedentary, but may require some walking and carrying of light items in offices, laboratories, and other work areas. Employees may also carry light items such as briefcases, notebooks, and work papers, or drive a motor vehicle. The work does not require any special physical effort or ability.

Or

(Level 8-2, 20 points)

{ } The work requires some physical exertion such as:

long periods of standing;

walking over rough, uneven, or rocky surfaces;

recurring bending, crouching, stooping, stretching, reaching, or similar activity; or

recurring lifting of moderately heavy items weighing less than 23 kilograms (under 50 pounds) such as lifting and carrying stream gauging weights, data collection and monitoring devices, or sample trays.

Or

(Level 8-3, 50 points)

{ } The work regularly requires considerable dexterity, agility, and strenuous physical exertion such as that needed to:

climb, or work from, tall ladders or scaffolding;

work in areas where footing is treacherous such as on slippery river banks, in steep or rocky terrain, and in fast-moving water;

lift heavy objects weighing 23 kilograms (over 50 pounds) or more;

crouch or crawl in constricted areas; and

defend oneself or others against physical attack.

FACTOR 9 - WORK ENVIRONMENT

The work is performed outdoors, and involves moderate or sometimes extreme exposure to the

discomforts of rain, cold/hot weather, and rapidly running or icy streams rivers.

Special safety precautions are required in many cases, and the employee typically wears life jackets, special safety boots, waders, and reflective rain gear.

GS-1300T, JFS for Technical Work in the Physical Sciences Group 08/2002

Rev 8/2004