

POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission ☐ Redescription ☐ Reestablishment ☒ New ☒ Other		3. Service ☐ Hdqtrs ☒ Field	4. Employing Office Location	5. Duty Station	6. OPM Certification No.
Explanation (Show any positions replaced) NPS Standard Position Description Resources Careers		7. Fair Labor Standards Act ☐ Exempt ☒ Nonexempt	8. Financial Statements Required ☐ Executive Personnel Financial Disclosure ☐ Employment and Financial Interest	9. Subject to IA Action ☒ Yes ☐ No	
		10. Position Status ☒ Competitive ☐ Excepted (Specify in Remarks) ☐ SES (Gen.) ☐ SES (CR)	11. Position Is ☐ Supervisory ☐ Managerial ☒ Neither	12. Sensitivity ☒ 1-Non-Sensitive ☐ 2-Noncritical Sensitive ☐ 3-Critical ☐ 4-Special Sensitive	13. Competitive Level Code
		14. Agency Use			*R65

15. 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	GS	1316	05		
d. First Level Review						
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title) Hydrologic Technician	17. Name of Employee (if vacant, specify)
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18. Department, Agency, or Establishment Department of the Interior	c. Third Subdivision
a. First Subdivision National Park Service	d. Fourth Subdivision
b. Second Subdivision	e. Fifth Subdivision
Signature of Employee (optional)	

19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.

20. 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.

a. Typed Name and Title of Immediate Supervisor	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)
Signature _____ Date _____	Signature _____ Date _____

21. Classification/Job Grading Certification. 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.

22. Position Classification Standards Used in Classifying/Grading Position Hydrologic Technician Series, GS-1316, 04/71
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23. Classification/Job Grading Certification. 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.

Typed Name and Title of Official Taking Action
J. LYNN SMITH
HUMAN RESOURCES PROGRAM MANAGER

Signature _____ Date JUN 30 1999

24. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks *Agency Use Code should be entered in FPPS as last three spaces of position allocation number.

25. Description of Major Duties and Responsibilities (See Attached)

**NATIONAL PARK SERVICE
BENCHMARK POSITION DESCRIPTION**

**Hydrologic Technician
GS-1316-05**

Introduction

This position is located in a National Park Service organization. The purpose of the position is to perform uncomplicated tasks in one or more functional areas related to hydrology.

Technician work is typically associated with and supportive of a professional field; work may involve substantial elements of the work of the professional field, but requires less than full knowledge of the field involved. This position is intended to report to a specialist or resources manager in the same or a related field. If the incumbent is not supervised by a professional specialist in a related profession, then technical direction must be obtained from a specialist in a central office or center.

The incumbent performs primarily routine functions; in contrast to positions at the GS-06 level, which perform with more independence, the incumbent receives specific instructions for non-routine assignments, and refers unfamiliar situations to the supervisor for resolution. The work of this position is also more closely reviewed than similar positions at the GS-06 level.

Major Duties (80-100%)

Collects various types of hydrologic data. Collects stream discharge, sediment, and/or ground and surface water survey data utilizing established procedures and instructions. Measures discharge, water quality parameters, and geomorphologic and hydraulic characteristics. Seeks assistance for situations not covered by instructions or guidelines.

Operates, adjusts, maintains, and inventories surveying and hydrologic sampling and field equipment.

Checks and reduces data to be used for computer modeling and statistical analysis by higher level specialists using well-established specified procedures. Recognizes gaps or inconsistencies in the information and seeks more explicit instructions from the supervisor to resolve problems.

Accesses and maintains computer records and databases. Inputs and retrieves data, runs programs, and organizes automated record keeping systems.

Prepares preliminary drafts on routine phases of water resource investigations for inclusion in broader reports.

Factor 1. Knowledge Required by the Position Level 1-4; 550 points

Knowledge of the technical aspects and established techniques of hydrologic data collection.

Knowledge of and skill in the use, repair, and maintenance of various hydrologic equipment, including measuring and sampling devices, current meters, and sediment samplers.

General understanding of the basic principles of hydrology and geomorphology.

Knowledge of database management, word processing, and specialized software programs to input and access data, produce documents, and manage computer records.

Ability to communicate information in a clear and concise manner, in order to develop reports and communicate results of data collecting.

Factor 2. Supervisory Controls Level 2-2; 125 points

The supervisor establishes required quantity and quality, deadlines, and priorities, and provides instructions for new assignments. The incumbent is relied upon to independently carry assignments through to completion. Unusual situations are referred to the supervisor. Work is reviewed for accuracy, quality, and compliance with standards and procedures.

Factor 3. Guidelines Level 3-2; 125 points

Guidelines consist of a variety of written references and manuals as well as oral instructions covering procedures, directions, and precedents. The incumbent exercises judgment to identify problems and applicable solution guidelines.

Factor 4. Complexity Level 4-2; 75 points

Duties involve a variety of related technical assignments that support the organization's hydrologic function. Decisions regarding what needs to be done involve various choices requiring the incumbent to recognize the existence of and differences among a few easily recognizable situations.

Factor 5. Scope and Effect Level 5-2; 75 points

The incumbent performs routine tasks in support of the organization's hydrologic function. Work affects the accuracy and timeliness of further hydrologic processes (e.g., analysis, reports, etc.).

Factor 6. Personal Contacts Level 6-2; 25 points

Contacts are with co-workers and at times employees of other parks and central offices.

Factor 7. Purpose of Contacts Level 7-1; 20 points

The purpose of contacts is to obtain, relay, and exchange information.

Factor 8. Physical Demands Level 8-2; 20 points

The work is partially sedentary with prolonged standing, walking, and bending often required. Heavy items (e.g., equipment up to 50 pounds) must be lifted or moved on a routine basis.

Factor 9. Work Environment Level 9-1; 5 points

Work is performed in both an office setting, which is typically well lighted and ventilated, and in the field, where the incumbent may encounter adverse weather conditions, steep or uneven terrain, and other nuisances.



Resources Careers

POSITION EVALUATION STATEMENT

Title, Series, and Grade: Hydrologic Technician, GS-1316-05

Standard Used: Hydrologic Technician Series, GS-1316, 4/71

GS-05

Nature of Assignment – Level II

Work involves well-established procedures with a number of sequential steps

Assignments require accuracy (e.g., skill in accurately operating and adjusting equipment)

Incumbent must know the limitations of equipment and methods in relation to the problems or situations they face

Responsibility – Level A

Routine assignments involve familiar conditions, concepts, and methods

When assignments involve new, more difficult, or unfamiliar areas, more specific guidance and explicit instructions are provided

Routine work is reviewed for technical adequacy and adherence to instructions; non-routine work is reviewed in progress

Contacts are typically with co-workers

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