

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

2. Reason for Submission

☐ Redescription
☐ Reestablishment☐ New
☒ Other

3. Service

☐ Hdqtrs ☒ Field

Explanation (Show any positions replaced)

NPS Standard Position Description
Resources Careers

4. Employing Office Location

5. Duty Station

6. OPM Certification No.

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 ☐ 3-Critical
☐ 2-Noncritical Sensitive ☐ 4-Special Sensitive

13. Competitive Level Code

14. Agency Use

*R60

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

Physical Science Technician

GS

1311

06

d. First Level Review

e. Recommended by Supervisor or Initiating Office

16. Organizational Title of Position (if different from official title)

Physical Science Technician

17. Name of Employee (if vacant, specify)

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.

Typed Name and Title of Official Taking Action

J. LYNN SMITH
HUMAN RESOURCES PROGRAM MANAGER

Signature

Date

JUN 30 1999

22. Position Classification Standards Used in Classifying/Grading Position

Physical Science Technician Series, GS-1311, 04/67; Grade Level Guide for Aid and Technician Work in the Biological Sciences, GS-400, 12/91.

Information for Employees. 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.

23. 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**

**Physical Science Technician
GS-1311-06**

Introduction

This position is located in a National Park Service organization. The purpose of the position is to perform uncomplicated physical science technical tasks (e.g., in chemistry, geology, geophysics, oceanography, hydrology, physics, atmospheric science and/or other physical sciences).

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 of this position performs primarily routine functions, but with more independence than positions performing similar work at the GS-05 level.

Major Duties (80-100%)

Implements established natural resource management projects (e.g., field examinations, field surveys, inventories, etc.) related to one or more of the physical sciences. Collects and organizes field data following instructions and standardized procedures. Ensures adequate quality control of data collected.

Performs routine and recurring testing of collected samples. Records all data collected and provides preliminary assessment of the information. Takes necessary precautions to prevent the loss or contamination of samples. While standard methods, practices, and procedures are available to reference, the incumbent is frequently required to use judgment to make adjustments.

Monitors and evaluates conditions in assigned program area. Evaluates observed conditions and problems, and makes preliminary determinations on the cause of problems noted. Provides results to higher-level specialists for analysis along with suggestions for protection, mitigation, etc.

Assists in the preparation of reports, plans, and guidelines. Draft project reports may include literature research, descriptions of methods, preparation of graphs and charts, and summary of findings. Performs research and assists in writing scientific reports. Prepares graphs, computations, engineering curves, mathematical calculations, and illustrations for technical studies and presentations.

Provides logistical support and area orientation for contract or cooperating scientists; provides technical information, ensures quality control and adherence to policies, and solves logistical or operational problems within the scope of the incumbent's knowledge and authority.

Installs, operates, and maintains complex sampling, monitoring, and laboratory equipment and instruments. Inventories equipment, evaluates quality assurance compliance, and calibrates equipment as necessary.

Provides advice, assistance, and training to students, student conservation assistants, and volunteers involved in natural resource management projects and field research.

Utilizes a variety of computer programs to compile, reduce, store, retrieve, analyze, and report data and other resource management information, including natural science research and long-term monitoring projects. Runs computer analysis of data and prepares statistical reports or portions of reports. Maintains and organizes computer databases.

Provides information to other employees and visitors about park resources and the physical science management program. May develop and present related interpretive programs to the public.

Performs a variety of administrative duties in support of resource management and research projects. This may include completing requisitions for supplies and equipment, maintaining office files and records, etc.

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

Knowledge of established practices, procedures, and techniques of one or more of the physical sciences.

Knowledge of routine NPS natural resource management practices, methods, and procedures.

Knowledge of data collection techniques, including installation, operation, and maintenance of testing and sampling equipment.

Ability to follow detailed sampling and laboratory procedures, train others to accurately follow procedures, and recognize departures from established quality control/quality assurance guidelines.

Basic understanding of the principles and techniques of one or more of the physical sciences to support, understand, and relate results to the broader natural resource function.

Ability to make mathematical calculations; generate graphs, curves, and charts; draft

maps; and produce illustrations for broader studies.

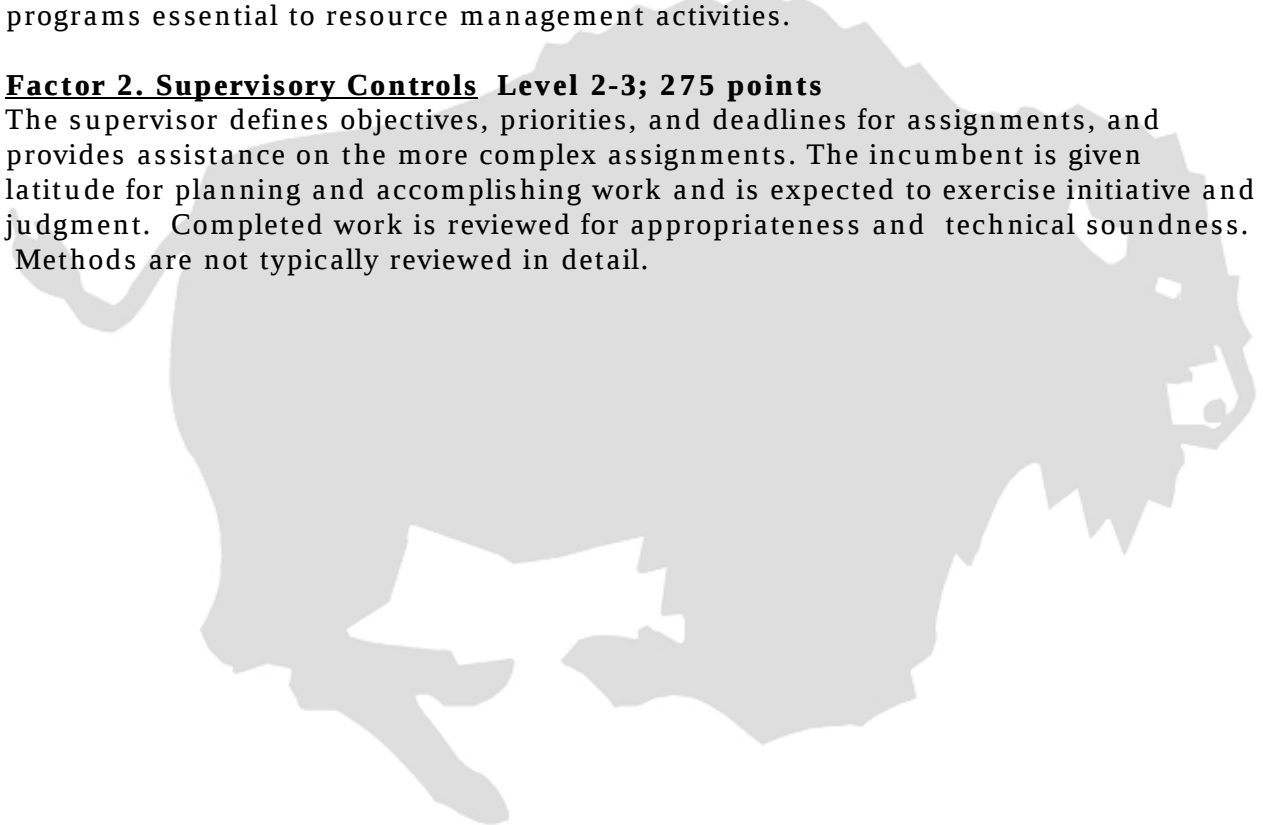
Basic knowledge of research techniques and ability to perform research.

Ability to communicate information in a clear and concise manner, including the ability to develop reports and present information.

Knowledge of database management, word processing, and specialized software programs essential to resource management activities.

Factor 2. Supervisory Controls Level 2-3; 275 points

The supervisor defines objectives, priorities, and deadlines for assignments, and provides assistance on the more complex assignments. The incumbent is given latitude for planning and accomplishing work and is expected to exercise initiative and judgment. Completed work is reviewed for appropriateness and technical soundness. Methods are not typically reviewed in detail.



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Factor 3. Guidelines Level 3-2; 125 points

Available guidelines include reference materials, precedents, and accepted techniques and methodology. Guidelines apply to most situations, but the incumbent must use judgment to select the most appropriate guide from several alternatives and to make minor deviations to meet specific situations, as appropriate.

Factor 4. Complexity Level 4-2; 75 points

Duties involve a variety of related technical assignments that support the organization's natural resource management 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 resource management support tasks. The work performed affects the accuracy, reliability, and acceptability of further processes.

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

Contacts are with co-workers and at times employees of other parks and central offices as well as with the general public, partners, and contract and cooperating scientists.

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., packs and equipment) must be lifted and carried on a routine basis.

Factor 9. Work Environment Level 9-2; 20 points

The work is performed in an office, laboratory, and in the field. Field work includes exposure to extreme weather or terrain conditions, poisonous plants, biting insects, and wild animals. Laboratory work may involve exposure to hazardous chemicals.

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POSITION EVALUATION STATEMENT

Title, Series, and Grade: Physical Science Technician, GS-1311-06

Standards Used: Physical Science Technician Series, GS-1311, 4/67

Grade Level Guide for Aid and Technician Work in the Biological Sciences,

GS-400, 12/91

Factors assigned using the Physical Science Technician Standard: Level IV, Degree C

Factors assigned using the GLG for Aid and Technician Work in Biological Sciences:

EVALUATION FACTORS	POINTS ASSIGNED	FACTOR LEVEL	COMMENTS
1. Knowledge Required	550	1-4	Knowledge of the technical methods and procedures for a work area to carry out a variety of technical duties; knowledge required to operate complex equipment systems.
2. Supervisory Controls	275	2-3	Supervisor outlines objectives, priorities, and deadlines and provides guidance for unique situations; incumbent independently plans and carries out steps and uses established techniques to resolve problems; work is reviewed for appropriateness, technical soundness, and conformity to policy.
3. Guidelines	125	3-2	Incumbent must choose the most appropriate from several guidelines; makes minor deviations.
4. Complexity	75	4-2	Work involves performing related technical tasks of limited scope or difficulty; employee selects from among clearly recognizable alternatives; actions

			taken are similar, although the specific pattern of actions may differ.
5. Scope and Effect	75	5-2	Work involves the execution of specific rules, regulations, or procedures; work products affect the accuracy, reliability, or acceptability of further procedures, processes, or services.
6. Personal Contacts	--	2	Contacts with general public in moderately structured setting.
7. Purpose of Contacts	45	A	Exchange information.
8. Physical Demands	20	8-2	Prolonged standing, bending, and lifting.
9. Work Environment	20	9-2	Encounters moderate risks which require safety precautions.
TOTAL POINTS	1185		
Grade Conversion	GS-06		

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Other Specializations: Please check if this position is involved in any of these program areas. Because other series and/or standard position descriptions exist to cover the following types of work, none should be the primary focus of the position. Further, it is NOT recommended that any of these specializations be used as a parenthetical to the basic title.

_____ **WATER RESOURCES:** Positions concerned with watershed management and subsurface water; monitors water quality and recommends methods and programs to maintain quality; monitors and/or recommends mitigating actions for land uses.

_____ **AIR QUALITY:** Positions concerned with monitoring and recording air quality data; monitoring and maintenance of testing and data collection equipment; and coordinating data exchange with the EPA and the state.

_____ **GIS:** Positions concerned with mapping, simple data analysis, and some data development using Geographic Information Systems and related equipment.

_____ **CAVES:** Positions concerned with monitoring, researching, and conserving cave and karst management resources.

_____ **GEOLOGY:** Positions concerned with surficial or Quaternary geology, geomorphology, engineering geology, structural geology, stratigraphy, mineralogy, paleontology, and historical geology to apply the associated standard field and laboratory methods to monitor, research, and collect data to support the conservation or understanding of mineralogic, geologic, and related resources; monitors and/or recommends mitigating actions for land uses; and coordinates data exchange with other entities.

_____ **OCEANOGRAPHY:** Positions concerned with monitoring, researching, and conserving the chemical, biologic, and geologic aspects of oceanic environments.

_____ **GEOPHYSICS:** Positions concerned with physics of the structure, composition, and physical properties of the earth and its atmosphere, i.e., science that deals with weather, winds, tides, etc.

_____ **PHYSICS:** Positions concerned with the properties, changes, interactions, etc. of matter and energy; physics is subdivided into mechanical, thermodynamics, optics, acoustics, etc.

_____ **MINES:** Positions concerned with examining, surveying, inventorying, and sampling abandoned mines and mineral sites.

_____ **CHEMISTRY:** Positions concerned with the investigation, analysis, and interpretation of the composition, molecular structure, and properties of substances; the transformation which they undergo; and the amounts of matter and energy

included in these transformations.

____ **VOLCANOLOGY:** Positions concerned with researching, monitoring, and recording data about volcanoes.



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