

POSITION DESCRIPTION						
1. Position Number			2. Explanation (show any positions replaced)			
3. Reason for Submission <input type="checkbox"/> New <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input type="checkbox"/> Standardized PD <input type="checkbox"/> Other						
4. Service <input type="checkbox"/> HQ <input type="checkbox"/> Field	5. Subject to Identical Addition (IA) Action <input type="checkbox"/> Yes (multiple use) <input type="checkbox"/> No (single incumbent)					
6. Position Specifications Subject to Random Drug Testing <input type="checkbox"/> Yes <input type="checkbox"/> No Subject to Medical Standards/Surveillance <input type="checkbox"/> Yes <input type="checkbox"/> No Telework Suitable <input type="checkbox"/> Yes <input type="checkbox"/> No Fire Position <input type="checkbox"/> Yes <input type="checkbox"/> No Law Enforcement Position <input type="checkbox"/> Yes <input type="checkbox"/> No			7. Financial Statement Required <input type="checkbox"/> Executive Personnel-OGE-278 <input type="checkbox"/> Employment and Financial Interest-OGE-450 <input type="checkbox"/> None required		10. Position Sensitivity and Risk Designation <u>Non-Sensitive</u> <input type="checkbox"/> Non-Sensitive: Low-Risk <u>Public Trust</u> <input type="checkbox"/> Non-Sensitive: Moderate-Risk <input type="checkbox"/> Non-Sensitive: High-Risk <u>National Security</u> <input type="checkbox"/> Noncritical-Sensitive: Moderate-Risk <input type="checkbox"/> Noncritical-Sensitive: High-Risk <input type="checkbox"/> Critical-Sensitive: High-Risk <input type="checkbox"/> Special Sensitive: High-Risk	
		8. Miscellaneous Functional Code: -- BUS: --	9. Full Performance Level Pay Plan: Grade:			
11. Position is <input type="checkbox"/> 2-Supervisory <input type="checkbox"/> 4-Supervisor (CSRA) <input type="checkbox"/> 5-Management Official <input type="checkbox"/> 6-Leader: Type I <input type="checkbox"/> 7-Leader: Type II <input type="checkbox"/> 8-Non-Supervisory		12. Position Status <input type="checkbox"/> Competitive <input type="checkbox"/> SES <input type="checkbox"/> Excepted (specify in remarks) <input type="checkbox"/> SL/ST			15. Fair Labor Standards Act <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt	
	13. Duty Station	14. Employing Office Location	16. Cybersecurity Code #1: #2: -- #3: --	17. Competitive Area Code: Competitive Level Code:		
18. Classified/Graded by	Official Title of Position		Pay Plan	Occupational Code	Grade	Initial Date
a. Department, Bureau, or Office						
b. Second Level Review			--		--	
19. Organizational Title of Position (if different from, or in addition to, official title)			20. Name of Employee (if vacant, specify)			
21. Department, Agency, or Establishment U.S. Department of the Interior			c. Third Subdivision			
a. Bureau/First Subdivision			d. Fourth Subdivision			
b. Second Subdivision			e. Fifth Subdivision			
22. 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, but not limited to: FLSA determinations; position sensitivity and requirements; and appointment/payment of public funds. 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	
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.			24. Position Classification Standards Used in Classifying/Grading Position			
Typed Name and Title of Official Taking Action						
Signature		Date				
25. Position Review	Initials	Date	Initials	Date		
a. Supervisor				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.		
b. Classifier						
26. Remarks						

**DOI Standard PD
PD# DN00600**

Classification: Geophysicist, GS-1313-05

INTRODUCTION

This is a basic trainee position in geophysics. The purpose of this trainee position is to perform technical tasks under immediate supervision with little opportunity for exercise of independent judgment. Work involves performing simple tasks requiring professional scientific training.

MAJOR DUTIES (include percentages of time equal to 100%)

Performs data acquisition, archiving and retrieval activities to support a monitoring network with channels of seismic, geodetic or other geophysical data. Performs real-time and near real-time data acquisition. _____%

Assist with data collection and analysis activities related to conventional geologic, geophysical, and/or geochemical studies. Work is within clear precedent. Studies include conventional methods and techniques. _____%

Collects seismic, geodetic or other geophysical data in contribution to projects. _____%

Participates in application of signal processing techniques, data acquisition methods and interpretation in marine, continental margin, and/or terrestrial systems. _____%

Uses commercial and in-house remote sensing analysis software to process and interpret data sets. _____%

Collects data pertaining to seismic hazard characterization, zonation source characteristics, wave propagation, site attenuation for response to assigned projects. _____%

Participates in conventional geophysical investigations and assists in the production of geophysical and geological maps for resource evaluation. _____%

Participates in data collection activities used in earthquake hazards, coastal change, engineering projects, and environmental hazards studies. Applies data management and interpretation tools to conventional geophysical models. _____%

Participates in studies involving surface and borehole geophysics. Results of studies are used by project leads or senior scientists to inform the evaluation of existing structures and design and construction of planned structures. _____%

Participates in seismological and geophysical investigations and reports of geotechnical engineering applications at various sites. _____%

FACTOR STATEMENTS

FACTORS 1 - KNOWLEDGE REQUIRED BY THE POSITION FL1-5 750 points

Position requires professional knowledge of, and skill in applying, basic theories, concepts, and principles of geophysics and related physical sciences.

Knowledge of mathematics, statistical sampling and statistical modeling techniques applied to conventional problems in geophysical, physical, and/or geochemical processes. Basic knowledge of risk assessments techniques.

Knowledge of conventional data analysis methods applied to geosciences. Skill in using computer operating systems and hardware platforms.

Knowledge of standard geophysical instrumentation, electronics, and communications as related to the acquisition, recording, transmission, storage and analysis of geophysical data.

Ability to carry out project assignments involving non-complex geophysical interpretation, mapping, or hazard prediction.

Familiarity with the common equipment used in geophysics and seismology.

FACTOR 2 - SUPERVISORY CONTROLS FL 2-2 125 points

The supervisor defines objectives, priorities and deadlines and specific instructions on methods for any new assignments.

The employee works independently but within the framework of the project as established by the supervisor. Problems and situations not covered by the instructions are brought to the attention of the supervisor.

The scientist's analysis, recommendations, and conclusions are closely reviewed by the supervisor or senior scientist for accuracy of technical approach and conclusions. New or unfamiliar work is reviewed in close detail.

FACTOR 3 – GUIDELINES 3-1 25 points

Guidelines consist of bureau, agency, and government-wide policy, regulations and operating procedures; technical reports, and published and unpublished scientific reports. Guidelines are directly applicable to assignments. Any deviation from guidelines must be authorized by the supervisor.

FACTOR 4 – COMPLEXITY FL 4-2 75 points

Work involves performing related tasks which provide experience in the methods, practices, and procedures of geophysics and related physical sciences.

The scientist decides what needs to be done by choosing a course of action from various standard steps, processes, and procedures.

The employee must exercise judgment and to choose from a few easily distinguishable options.

FACTOR 5 - SCOPE AND EFFECT FL 5-1 25 points

Work of the position involves applying precedents and established techniques to limited tasks designed to familiarize the employee with the work of the position.

Products of the work typically facilitate the work of others in the immediate organization but have little impact beyond the organizational unit.

FACTOR 6 & 7 – NATURE AND PURPOSE OF CONTACTS FL6-1/7-1 30 points

Contacts are typically with scientists, technicians, and administrative personnel in the immediate organizations.

The purpose of contacts is to obtain, exchange, or clarify information to complete assignments.

FACTOR 8 - PHYSICAL DEMANDS

FL 8-1 or 8-2 5 or 20 points

Some work of the position takes place mostly in an office or laboratory setting. No special physical effort is required.

Field work may require hiking distances of several kilometers over uneven surfaces, the use of proper personal protective gear, working in dusty, hot, humid, and extreme cold environments, occasional off-road driving of 4-wheel drive vehicles, traveling to remote field sites in helicopters or small fixed wing planes, and/or boats. Lifting of equipment and objects weighing up to 20 kilograms may be necessary.

FACTOR 9 - WORK ENVIRONMENT

FL 9-1 or 9-2 5 or 20 points

Most work takes place in office or laboratory settings with adequate heat, light, and ventilation.

Office conditions do not require special safety precautions; field conditions may include extreme heat or cold, rain or snow, and hazardous conditions such as exposure to extreme temperature, noxious or toxic gasses, ice or flooding.

Field work may occasionally also involve encounters with snakes, bears, and other wilderness dangers. International field work may be conducted in culturally hostile areas.

Note: Positions involving field work under arduous conditions and those involving on-site emergency response require a pre-employment medical examination to ensure the applicant can perform the essential duties and responsibilities of the position, with or without accommodation.

EVALUATION STATEMENT

STANDARD APPLIED Job Family Standard (JFS) for Professional Work in the Physical Science Group, GS-1300 December 1997.

SERIES AND TITLE DETERMINATION

The standard defines the Geophysics series as work requiring application of knowledge of the principles and techniques of geophysics and related sciences in the investigation, measurement, analysis, evaluation, and interpretation of geophysical phenomena and artificially applied forces and fields related to the structure, composition, and physical properties of the earth and its atmosphere. The title for such positions is Geophysicist.

GRADE LEVEL DETERMINATION

The 1300 JFS is a narrative standard. When applying narrative standards each position is placed at the grade with the descriptive material that best represents the overall work of the position. The GS-05 is the lowest level defined in the standard and the first established grade level for professional positions.

GS-5 positions perform, under immediate supervision, and with little opportunity for the exercise of independent judgment, simple and elementary work requiring professional, scientific, or technical training. GS-05 is the grade for basic trainee positions in physical science professions. At this level, trainees receive assignments that consist of specific, well defined tasks that typically are designed to orient them to the professional work of the organization. At this grade, employees work in strict adherence to specific, detailed guidelines and refer deviations to the supervisor for authorization. For both one-of-a kind and repetitive tasks, these employees receive clear, detailed, and specific instructions.

Like work described in the standard, positions covered by this standard PD perform geophysical studies and tasks related to geophysics, seismology, geodesy, hazards assessments and other areas related to physical properties of the earth. GS-05 positions perform duties that are designed to orient the trainee to the mission of the organization. Receives clear, specific, and detailed instructions as to the methods, procedures, and guidelines to use. Takes measurements and collects information; learns to take proper samples; conducts routine calculating, plotting, and checking of numerical data; prepares graphs and data profiles; and accomplishes routine analyses. Adheres strictly to guidelines, referring any deviations to the supervisor. Receives formal and on-the-job training in the functions and operations of the organization.

Work does not reach the GS-07 grade level, where scientists perform professional, technical, and scientific work requiring the exercise of some judgment to make routine decisions but refer situations requiring significant deviation to the supervisor.