

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	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.	
a. Supervisor						
b. Classifier						
26. Remarks						

**DOI Standard PD**  
**PD# DN01000**  
**Developmental Position**

**Classification: Hydrologist, GS-1315-07**

**INTRODUCTION**

This position is located in an operating office (Office) within a bureau or bureau equivalent office (Bureau) within the Department of the Interior (Department). This position is an advanced trainee position performing a variety of technical tasks requiring application of somewhat extended specialized training and fundamental knowledge of the general physical sciences. Work is performed under specified conditions with limited exercise of independent judgment. At this level, scientists perform such tasks as selecting samples, interpolating missing data, solving minor problems and performing basic scientific analyses in support of higher-level scientists.

**MAJOR DUTIES (80-100%):**

Typically serves as a project member contributing to larger studies. Applies a range of established hydrologic techniques or procedures. Collects, interprets, and analyzes hydrologic data. Makes minor modifications to approaches and standard methods to meet conditions of the study. Carries out moderately complex assignments in accordance with and applicable authorizations, policy, and regulatory requirements. Uses models to conduct and simulate hydrologic analysis and inform operations. Uses relational databases to maintain hydrologic data for conducting operational support and planning analyses.

Participates in the evaluations of single-basin or moderately complex multi-basin environments investigating quantity and/or quality in adherence with all management-based water resource policies. Results may contribute to larger projects involving environmental analysis. The scientist carries out a range of monitoring activities.

Provides current information on resource management and technical requirements. Contributes to team efforts to implement landscape-level projects to restore watersheds, improve water quality, and protect federal water rights.

Collects data used in watershed assessments, implements protocols to measure erosion and assess indicators of health of watershed for rangeland uses.

Contributes to investigative projects which includes evaluation of data from various sources and may include extensive literature review. Contributes to interpretive studies and hydrologic projects. Performs routine analyses and evaluations and formulates scientific findings. Discusses agreements, study methods, approach, techniques, and desired results with senior scientist.

Performs a range of data collection assignments. Conduct of these investigations requires application of professional judgment and analytical methods. Results of such investigations may serve as references for water managers and cooperating agencies.

Analyzes, prepares, develops and publishes river volume or flood forecasts for moderately complex basins. Conducts water use inventories and characterizes watersheds based on water rights.

## **OTHER DUTIES (non-grade controlling, non-series controlling)**

Performs a range of standard tests to determine the chemical and/or biological components of water samples. Follows standard protocols and procedures in accordance with published guidance and local procedures.

Participates in periodic meetings with cooperating officials to discuss program technical accomplishments and resource requirements.

Uses relational databases to maintain hydrologic data for conducting operational support and planning analyses.

Performs other similar duties as assigned.

## **FACTOR STATEMENTS**

### **FACTOR 1 - KNOWLEDGE REQUIRED BY THE POSITION                      Level 1-6, 950 points**

Knowledge of hydrologic sciences, methods and techniques and water management practices and procedures as well as hydrologic study techniques sufficient to analyze and interpret hydrologic data and information and to prepare data and interpretive findings in support of study conclusions applying a variety of well-established techniques and methods.

Knowledge of applicable Federal statutes, State, local and municipal laws, when applicable, agency and bureau regulations, policies, and procedures, governing individual programs related to ground and surface water, water quality, and water availability. Ability to apply this knowledge to resource management reviews and/or cooperator agreements.

Knowledge of publication requirements and fundamental science practices applied to preparation of reports which clearly present scientific findings, interpretations, conclusions, and recommendations.

Skill in communicating scientific data orally and in writing to both technical and non-technical personnel.

### **FACTOR 2 – SUPERVISORY CONTROLS    Level 2-2, 125 points**

The supervisor or senior scientist assigns work by providing clear, specific instructions on objectives, scope, limitations, and time frames. Assignments have clear precedents.

The scientist independently plans and carries out work in accordance with the framework established and brings to the attention of the supervisor or senior scientist problems not covered in the instructions.

Completed work is reviewed by the supervisor or senior scientist for accuracy and conformance to required procedures and to ensure any findings and conclusions presented are supported by the data. New or unfamiliar assignments are reviewed in detail.

### **FACTOR 3 - GUIDELINES    Level 3-2, 125 points**

Guidelines include policy, procedural, and technical manuals and handbooks, standard professional practices, published research results and related scientific reports, annual work plans, and oral instructions from the supervisor or senior scientist. Most guidelines are directly applicable to assignments and provide for established procedures with clear precedents.

The scientist uses judgment to choose from available guidelines to apply to the assignment and may make minor deviations to account for study conditions. Significant deviations are discussed with the supervisor or senior scientist.

**FACTOR 4 - COMPLEXITY****Level 4-2, 75 points**

Assignments involve performing related tasks which provide experience in the methods practices, and procedures of hydrology and related physical sciences and processes.

The scientist decides what needs to be done by choosing between easily distinguishable approaches requiring various standard steps and procedures.

The scientist may extend well-established techniques or methods to overcome existing study problems and draw scientifically correct conclusions from the evaluation of collected data.

**FACTOR 5 - SCOPE AND EFFECT****Level 5-2, 150 points**

The scope of the scientist's work involves a broad range of standard methods and procedures applied to problems of limited scope. The work requires professional knowledge of hydrologic processes and the effects of natural or human-induced stresses on the environment.

Work impacts the timeliness, acceptability, and accurate completion of projects, studies, and services of the organizational unit.

**FACTOR 6 - PERSONAL CONTACTS****Level 6-2, 25points**

Typical contacts are with resource managers and scientists and others inside the bureau, but from different regional and/or functional areas of the bureau.

**FACTOR 7 - PURPOSE OF CONTACTS****Level 7-2, 50 points**

Contacts are for the purpose coordinating work efforts with co-workers, resolving operating problems, disseminating information, and advising on work efforts.

**FACTOR 8 – PHYSICAL DEMANDS****Level 8-1 5 pts or Level 8-2 20 pts**

Level 8-1) The work is typically performed in an office setting with no special physical demands. However, work may also be performed in the field which involves periods of walking, bending, climbing, or driving motor vehicles to worksites. The work may also involve some overnight travel for training, meetings, and site visits.

(Level 8-2) The work regularly combines both office and field assignments. Field work requires physical exertion, such as long periods of standing, or recurring and considerable walking, stooping, bending, crouching, crawling, and climbing such as in regular and periodic construction activities and field inspections. Work may also include frequent lifting of moderately heavy items weighing less than 50 pounds. Field assignments may also involve operating small watercraft, driving motor vehicles to work sites, some of which may be remote, and include overnight stays in remote locations.

**FACTOR 9 – WORK ENVIRONMENT****Level 9-1 5 pts or Level 9-2 20 pts**

(Level 9-1) The work is usually performed in an office setting. However, work time may also be spent periodically visiting field sites. Field site visits are typically performed in either an outdoor setting subject to weather changes, diverse terrain, and safety hazards associated with working around complex features and/or construction, or an industrial setting subject to noise, fumes, and moving machinery. Both settings may require the use of personal protective equipment. Safety precautions and protocols are observed at all times and the scientist complies with safety instructions and regulations and ensures individual and others' safety by promptly reporting unsafe acts, unsafe conditions, and accidents to the supervisor.

(Level 9-2) The work involves regular and recurring exposure to moderate risks, discomforts, and unpleasantness such as: high noise levels, infectious materials, or toxic or irritating chemicals; travel in safety approved small aircraft and water craft; high winds and low or high temperatures; infestation of dangerous reptiles or poisonous plants, snakes, or insects; adverse weather conditions; noxious fumes; flammable liquids; or radiation. The work involves performing tasks in close proximity to rotating heavy mechanical and electrical machinery and may involve working within confined spaces for extensive periods of time. Special safety precautions such as protective clothing and gear are necessary. Safety precautions and protocols are observed at all times and the scientist complies with safety instructions and regulations and ensures individual and others' safety by promptly reporting unsafe acts, unsafe conditions, and accidents to the supervisor.

### **OTHER SIGNIFICANT FACTS**

Position may be required to operate a motor vehicle as an incidental driver. Employees who operate a motor vehicle on public roadways require a valid drivers' license.

Position may be required to operate or be a passenger in small watercraft. Employees who operate a small watercraft are required to possess safety certification or pass an appropriate safety training course commensurate with watercraft used in the performance of duties.

Positions involving arduous field work may require a pre-employment medical examination.

**TOTAL POINTS – 1510-1540**

**GRADE CONVERSION – 1355-1600 = GS-7**

## EVALUATION STATEMENT

### STANDARD APPLIED

Job Family Standard (JFS) for Professional Work in the Physical Science Group, GS-1300 December 1997; Introduction to the Position Classification Standards/Primary Standard, revised 8/09

### SERIES AND TITLE DETERMINATION

The JFS defines the 1315 series as positions that involve professional work in hydrology, the science concerned with the study of water in the hydrologic cycle. The work includes basic and applied research on water and water resources; the collection, measurement, analysis, and interpretation of information on water resources; the forecast of water supply and water flows; and the development of new, improved or more economical methods, techniques, and instruments.

The basic title for this occupation is Hydrologist.

### 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 standard describes the GS-05 grade level as the level of 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.

The standard describes the GS-07 level at that of an advanced trainee performing somewhat difficult work requiring advanced scientific training and exercise of limited independent technical judgment. Work of the position exceeds the GS-07 level. Like work described in the standard, the work of this position is performed within established methods and procedures. The GS-07 hydrologist exercises judgment in selecting the appropriate methods and procedures to carry out the analyses and tests. Independently completes recurring assignments, but refers all deviations and problems not covered by instructions to the supervisor. Like GS-07, the scientist carries out routine work independent of direct supervision is accountable primarily for the accurate application of standard methods, techniques, and procedures.

The standard describes the GS-09 as performing work assignments with independent responsibility for applying established technology in routine ways to well-defined, moderate sized projects, but GS-9s might also work in support of larger projects using less established technology. GS-9 scientists are responsible for organizing the work, following prescribed methods and guidelines, and recognizing conditions and results that may affect the findings. Like work described at the GS-09 level in the standard, this position has independent responsibility for limited studies or phases of larger, more complex studies. Work of this position does not perform with the level of independence in the performance of standard, moderately complex work, modifying methods and techniques as needed and therefore does not meet the GS0-9 level.

As the work fully meets, but does not exceed, descriptions at the GS-07 level in the JFS, the position is properly classified as Hydrologist, GS-07.