

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						
b. Classifier						
26. Remarks						

DOI Standard PD
PD# DN 01100
Developmental Position

Classification: Hydrologist, GS-1315-05

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 is a basic trainee position performing a variety of technical tasks requiring application of specialized training and fundamental knowledge of the general physical sciences. Work is under immediate supervision with little opportunity for the exercise of independent judgment and involves applying professional scientific training.

MAJOR DUTIES (80-100%):

The scientist performs assignments that consist of specific, well defined tasks that typically are designed to orient them to the professional work of the organization. Applies a range of established hydrologic techniques or procedures. Collects, interprets, and analyzes a range of hydrologic data in support of projects designed by senior scientists. Carries out limited phases of studies of hydrologic systems in accordance applicable authorizations, explicit instructions, policy, and regulatory requirements.

Participates in investigating water quantity and/or quality in adherence policies. Scientist carries out a range of monitoring activities which may include measuring frequency of inundation, watershed erosion, sediment transport and other data collection that contributes to analyses and land management decision making. Results may contribute to larger projects involving environmental analysis.

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.

Contributes to investigative projects which includes evaluation of data from various sources. 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 senior scientist, land and/or facilities managers.

Plans and performs a range of data collection assignments. Conduct of these investigations requires application fundamental professional judgment based on professional studies. Results of such investigations may serve as references for water, land, or facilities managers, and cooperating agencies.

Analyzes and develops and river volume or flood forecasts for non-complex basins. Collects data and contributes to analysis of water use inventories used in water rights determinations.

Uses standard models to conduct typical analyses and simulate hydrologic conditions to inform operations

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 1-5, 750 points

Knowledge of basic hydrologic sciences, methods and techniques and water management practices and procedures. Applies a variety of well-established techniques and methods to straight-forward assignments.

Knowledge of applicable Federal statues, 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 a limited range of standard projects.

Knowledge of fundamental science practices to 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 2-1, 25 points

The supervisor or senior scientist assigns work designed to develop qualities and knowledge to prepare the scientist for independent work.

The scientist carries out work in accordance with specific instruction and brings to the attention of the supervisor or senior scientist problems not covered in the instructions.

Work is carefully checked in progress and upon completion by the supervisor or senior scientist for accuracy, application of professional standards and methods. As the employee progresses professionally and becomes more competent in certain work areas, supervisory control over work in progress relaxes gradually.

FACTOR 3 - GUIDELINES Level 3-1, 25 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. Specific, detailed guidelines covering all important aspects of the assignment are provided to the scientist.

The scientist works in strict adherence to the guidelines; any deviations must be authorized by the supervisor.

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 must be able to adopt or 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 5-1, 25 points**

The scope of the scientist's work is limited to tasks intended to provide training in the occupation and to assignments that familiarize the employee with the programs and services of the organization.

Work facilitates work of the others in the immediate work unit but has little impact beyond the organizational unit.

FACTOR 6 - PERSONAL CONTACTS**Level 6-1, 10 points**

Typical contacts are with scientists and technical personnel within the immediate office or project team.

FACTOR 7 - PURPOSE OF CONTACTS**Level 7-1, 20 points**

The purpose is to obtain, clarify, or give facts or information regardless of the nature of those facts; i.e., the facts or information may range from easily understood to highly technical.

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 – 940-970

GRADE CONVERSION – 855-1100 = GS-5

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 work of this position fully meets but does not exceed the GS-05 level. The work is that of an entry level trainee and is designed specifically to prepare the scientist for higher graded work.

As the work fully meets, but does not exceed, descriptions at the GS-05 level in the JFS, the position is properly classified as Hydrologist, GS-05.