

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  
DN01700  
Developmental Position**

**Classification: Geologist, GS-1350-05**

**Introduction**

This position performs trainee assignments in an operating subdivision of a Bureau/Office. Position performs specific, well-defined tasks in support of geologic investigations. The position participates in a range of geologic studies with clear precedents designed to orient the scientist to professional work in geology and in one or more related physical sciences, as is appropriate to the needs of the organization.

**Major Duties (Accounts for the minimum of 25% of work time)**

**Methods and Procedures:** Applies conventional methods in strict adherence to instructions. Methods employed are designed to orient the scientist to a field and/or laboratory method used in the area of specialization. Methods employed are standard for the profession.

**Data Collection/Analysis:** The scientist makes geological observations, computations, and measurements. Areas of investigation vary depending on assignment; examples may include geomorphology, paleo seismology, planetary sciences, paleontology, paleoclimatology, sedimentology, limnology, volcanology, resource assessments, geologic mapping, structural assessments and specifications, and safety assessments.

**Geologic Interpretation:** Performs a range of data collection activities following instructions from a senior scientist or project chief. Investigations the trainee participates in may involve but are not limited to: reservoir identification and classification, well log analysis, seismic and other geophysical data interpretation, surficial and subsurface mapping, developing geologic cross sections, reserves and resource estimation, conservation of resources, lease sale evaluations for fair market value determination, and discharge analyses. Uses data interpretation software and various PC-based software applications for the purpose of inputting, displaying, and organizing geological, geochemical, geophysical and/or engineering data for retrieval and evaluation.

**Reporting/Documenting:** Contributes to study reports on geologic phenomena that convey a range of standard geologic, geomorphic, geochemical, biological, and/or hydrologic information. Audiences for reports may be academic researchers, government entities, commercial concerns, cooperating entities, or other users of government data and reports. May assist in the development or editing of geologic maps for digital or print publication.

**Other Duties (Cannot account for more than 75% of work time)**

- **Compliance:** Provides support in connection with regulatory program oversight and resolution of geology related issues as they are encountered. This may include participating in review of lands unsuitable for mining petitions.
- **Database Management:** Uses relational databases to maintain geologic data for conducting operational and planning analyses. Participates in geologic data collection systems directly and/or in coordination with other government agencies and non-Federal sources. Ensures necessary data is collected, transmitted, downloaded, decoded, and received for its intended purpose.
- **Participation in Conferences/Representation at Technical Meetings:** Participates on technical work groups or teams. Typically works on projects within the immediate organization.

Performs other duties as assigned.

**FACTORS 1 - KNOWLEDGE REQUIRED BY THE POSITION**

**FL1—5 750 points**

Position requires knowledge basic concepts and principles of geology and related physical sciences such as geophysics, oceanography, physics, volcanology, hydrology, or chemistry to conduct, interpret, and document complex but conventional scientific investigations. The trainee works in an area of specialization dependent on the needs of the organization. Areas of specialization may include geomorphology; structural geology; sedimentary, igneous or metamorphic petrology; planetary geology; economic or mining geology; engineering geology; paleoclimatology; paleontology; geochemistry; geochronology; soil science; volcanology; geodesy; and resource assessments for petroleum, geothermal, mineral exploration, and engineering geologic analysis of infrastructure and geotechnical investigations.

Knowledge of basic geologic concepts, principles, and exploration methods applicable to investigate and characterize geologic conditions associated with routine problems, that may involve a range of standard geologic, engineering, hydrologic, biologic, chemical, man-made or other environmental conditions.

Knowledge of data collection methods, data management, computer sciences and programming language(s) as they relate to the field of geology. Knowledge of mathematics, statistical sampling and statistical modeling techniques applied to geophysical, physical, and/or geochemical processes. Knowledge of risk assessments techniques.

Knowledge of geological, geochemical, engineering geology, and instrumentation, electronics, and communications as related to the acquisition, recording, transmission, storage and analysis of geological data.

**FACTOR 2 - SUPERVISORY CONTROLS**

**FL2-1 25 points**

The supervisor or a designated employee instructs the scientist as to work methods and priorities. Detailed instructions on methods, procedures, and techniques are provided for each set of tasks assigned.

The employee performs work as instructed. Any circumstances that are not specifically covered by the instructions are referred to the supervisor for guidance.

All work is reviewed in detail to determine results and accuracy.

**FACTOR 3 – GUIDELINES**

**FL3-2 125 points**

Guidelines are readily available and typically directly applicable to assignments. Precedents are clear and provide guidance as to techniques and methods to employ.

Some judgment is exercised choosing which guidelines are most applicable to parts of the assignment. Any need for deviation from available guidelines must be discussed with the supervisor or designated senior staff.

**FACTOR 4 – COMPLEXITY**

**FL4-2 75 points**

Work consists of a range of duties requiring the employee to apply different, unrelated processes, methods, technologies, and analytical techniques to standard geological problems or investigations.

The decision regarding what needs to be done requires analysis of the issues involved in the assignment. The employee must select an appropriate course of action from alternatives.

Judgment is used to identify and interpret conditions and understand interrelationships between different elements of the investigation or project.

**FACTOR 5 - SCOPE AND EFFECT**

**FL5-1 25 points**

Work involves application of specific standard methods and techniques designed to orient the scientist to the work of the organization.

The work assists other scientists, engineers, or management staff by relieving them of detailed, routine work and contributes to the timeliness, but has little impact beyond the immediate organization.

**FACTOR 6 & 7 – NATURE AND PURPOSE OF CONTACTS**

**FL6-1 & 7-1 30 points**

Contacts are with professional and technical personnel within the immediate organization. For positions involving field work, some contact with the general public may be involved.

The purpose of contacts is to exchange facts and information needed to complete assignments.

**FACTOR 8 - PHYSICAL DEMANDS**

**FL8-1 or 8-2 5 or 20 points**

8-1 Some work of the position takes place mostly in an office or laboratory setting. No special physical effort is required.

OR

8-2 During emergency response periods, training of personnel on new equipment, or field work, the scientist may be expected to hike distances of several kilometers over uneven terrain while carrying equipment. Field work may require working in remote field sites with limited to no services.

Field work may require 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**

**FL9-1 or 9-2 5 or 20 points**

9-1 Some 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.

OR

9-2 Field work may involve encounters with dangerous fauna and flora, and other wilderness dangers. International field work may be conducted in culturally hostile areas.

Geology position with duties that involve subsurface investigation require geologists to work near drill rigs and heavy equipment. Geology positions with duties that involve construction support require geologists to work near heavy equipment and construction hazards. Some work is carried out in proximity to explosives.

**Total Points and Grade Conversion**

Total Points = 1040 to 1070

Point Range = 855 - 1100

Grade = GS-5

## EVALUATION STATEMENT

### STANDARDS APPLIED

Job Family Standard (JFS) for Professional Work in the Physical Science Group, GS-1300 December 1997; JFS for Work in the Engineering and Architecture Group, 0800, November 2008; Introduction to the Position Classification Standards, revised 8/09

### SERIES AND TITLE DETERMINATION

The 1300 JFS defines the Geologist series as work requiring application of knowledge of the principles and techniques of geology and related sciences in the investigation, measurement, analysis, evaluation, and interpretation of geologic data, and chemical, biological, and physical phenomena related to the structure, composition, and physical properties of the earth and its atmosphere. Like work described in the standard, positions covered by this standard PD perform a broad range of geological studies and provide technical review and oversight of tasks or programs related to sedimentary, metamorphic, and (or) igneous petrography, geology, mineralogy, structural and framework geology, resources assessments and other areas related to physical properties of the earth or other planets. The title for such positions is Geologist.

### 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 grade level is the level of a basic trainee in professional positions. 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. Like descriptions as the GS-05 level, incumbents of this position 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 employee receives explicit on-the-job training in the functions and operations of the organization. Work of this position fully meets the GS-05 level descriptions.

GS-07 is the grade for advanced trainee positions in physical science professions. At this level, trainees perform a variety of technical tasks, such as selecting samples, interpolating missing data, uncovering clear discrepancies, solving minor problems, and performing scientific analyses in support of projects assigned to higher level scientists. Advanced trainees receive assignments in terms of general instructions regarding work to be accomplished, quality and quantity expected, limitations, and suggested approaches. Work of this position does not rise to the GS-07 level.

Note: The 1300 JFS does not provided detailed descriptions and illustrations in the field of geology that fit many aspects of the work covered by this PD. As such, the 0800 JFS grading criteria was used to confirm grade level. The score derived from application of the 0800 JFS ranges from 1040 to 1070 which equates to the GS-05 level on the grade conversion table.