

POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> Reestablishment Explanation (Show any positions replaced)		3. Service <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field		4. Employing Office Location		5. Duty Station		6. OPM Certification No.	
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither	
12. Sensitivity <input checked="" type="checkbox"/> 1--Non-Sensitive <input type="checkbox"/> 2--Noncritical Sensitive <input type="checkbox"/> 3--Critical <input type="checkbox"/> 4--Special Sensitive		13. Competitive Level Code		14. Agency Use * DOI018		15. Classified/Graded by		Official Title of Position	

15. Classified/Graded by		Pay Plan		Occupational Code		Grade		Initials		Date	
a. Office of Personnel Management		GS		455/462		07				5/7/2004	
b. Department, Agency or Establishment		Department of the Interior, FLERT Specialist		Dery A. Miller							
c. Second Level Review		This PD has been approved as follows under 5 USC 5336(c) and 8412(d)		Firefighter		Law Enforcement					
d. First Level Review		Primary		Secondary/Administrative		Sec/Supvy					
e. Recommended by Supervisor or Initiating Office		Approval Date		October 26, 2004							

16. Organizational Title of Position (if different from official title)
Prescribed Fire/Fuels Technician

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment
Department of the Interior

a. First Subdivision
BIA BLM FWS NPS

b. Second Subdivision

c. Third Subdivision

d. Fourth Subdivision

e. Fifth Subdivision

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 and no published standards apply directly, consistently with the most applicable published standards.

22. Position Classification Standards Used in Classifying/Grading Position
Range Technician Series, GS-455 Dec 91 TS-111 Forestry Technician Series, GS-462 Dec 91 TS-111 Grade Evaluation Guide for Aid and Technician Work in the Biological Sciences, GS-400 Dec 91 TS-111

Typed Name and Title of Official Taking Action
BIA BLM FWS NPS
HR Manager Specialist

Signature _____ Date _____

Remarks
9/7/04

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								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

Remarks
Allison Beard BIA
Todd Ryan BLM
Dawn Phillips FWS
Debbie Burton Orton NPS

25. Description of Major Duties and Responsibilities (See Attached)

*Agency Use Code should be entered in FPPS in the last six spaces of the Position Allocation Number.