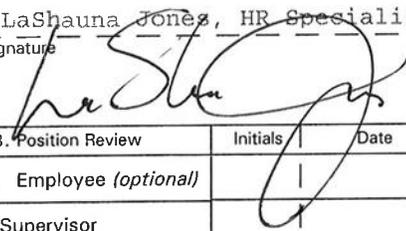


<b>POSITION DESCRIPTION</b> <i>(Please Read Instructions on the Back)</i>							1. Agency Position No. S000118										
2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment Explanation <i>(Show any positions replaced)</i>  Updated SPD Approved for Servicewide use		3. Service <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field <input type="checkbox"/> New <input checked="" type="checkbox"/> Other		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 <i>(Specify in Remarks)</i> <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"/> 3--Critical <input type="checkbox"/> 2--Noncritical Sensitive <input type="checkbox"/> 4--Special Sensitive		13. Competitive Level Code										
15. Classified/Graded by							14. Agency Use										
Official Title of Position							Pay Plan		Occupational Code		Grade		Initials		Date		
a. Office of Personnel Management																	
b. Department, Agency or Establishment																	
c. Second Level Review		Student Trainee (Park Ranger		GS		0099		4		LJ							
d. First Level Review																	
e. Recommended by Supervisor or Initiating Office																	
16. Organizational Title of Position <i>(if different from official title)</i> Visitor Services Intern							17. Name of Employee <i>(if vacant, specify)</i>										
18. Department, Agency, or Establishment Department of the Interior							c. Third Subdivision Region										
a. First Subdivision Fish and Wildlife Service							d. Fourth Subdivision										
b. Second Subdivision							e. Fifth Subdivision										
19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.							Signature of Employee <i>(optional)</i>										
20. <b>Supervisory Certification.</b> <i>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</i>							<i>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.</i>										
a. Typed Name and Title of Immediate Supervisor							b. Typed Name and Title of Higher-Level Supervisor or Manager <i>(optional)</i>										
Signature _____ Date _____							Signature _____ Date _____										
21. <b>Classification/Job Grading Certification.</b> <i>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.</i>							22. Position Classification Standards Used in Classifying/Grading Position  PCS for Park Ranger Series, GS-0025.										
Typed Name and Title of Official Taking Action  LaShauna Jones, HR Specialist							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.										
Signature  Date 7/1/08																	
23. Position Review		Initials		Date		Initials		Date		Initials		Date		Initials		Date	
a. Employee <i>(optional)</i>																	
b. Supervisor																	
c. Classifier																	
24. Remarks This is a student career experience program position (SCEP). No changes can be made to this PD except amendments. FPL: 5; ref PN S000119 Drug Test: No Risk: Low Bus Code: 7777																	
25. Description of Major Duties and Responsibilities <i>(See Attached)</i>																	

**Park Ranger (Student Trainee)**

**GS-0099-4**

**Statement of Difference**

**This SOD is part of a career ladder to the GS-5, full performance level, (see PD# S000117/S000119). The duties stated below are described at the GS-4.**

At the GS-4 the position requires general supervision on what is to be done and applies knowledge gained to well-defined work situations. The position performs a variety of assignments that may involve non-routine technical or personal contact problems not always identifiable of the techniques to be used or the sequencing of operations to be followed. This includes assuming some responsibility for fully carrying out assigned work. However, the work assigned is spot checked while in progress for adherence to instructions and the proper use of methods and techniques.

The position will remain at the grade 04 level until the employee meets the necessary time-in-grade requirements ***and*** the incumbent's supervisor certifies that the incumbent has reached the described level of proficiency and effectiveness contemplated in the attached position description for promotion to the next higher level grade.