U.S. DEPARTMENT OF THE INTERIOR
Certification of Position Approval for Retirement Under 5 USC 8336(c) and 8412(d)

[X] Approved under the Civil Service Retirement System, 5 USC 8336(c)

[X] Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Primary - rigorous (Firefighter)

Bureau: Fish and Wildlife Service - Bureau Wide

Classification Title: Range Technician

Organization Title:

Position Number: S000A20/S000020 Series and Grade: GS-0455-04/05

RECOMMENDATION FOR COVERAGE REVIEW:
Primary rigorous coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

The purpose of this position is wildland fire control/extinguishment and involves such activities as fire prevention, detection, suppression, dispatching and prescribed burning. The incumbent serves as a skilled crew member in fire prevention, suppression, and prescribed burning on either an engine, helitack, or hand crew. Utilizes a variety of specialized tools, equipment, and techniques while actively suppressing wildland fires. Works as a member of an initial attack crew. Primary duties are directly connected with the control and extinguishment of fires. Duties are rigorous and employment is limited to young and physically vigorous individuals.

See Attached

Chief, National Wildlife Refuge System, Dan Ashe — Date

Marcia L. Scifres

DOI Fire & Law Enforcement Team Leader, Marcia L. Scifres — 10/11/2002 Date

APPROVAL The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement **retroactive to classification date of 12/02/2000.** Approval is by DOI Secretary's Designee:

Deputy Assistant Secretary, Human Resources and Workforce Diversity — 11/12/02 Date

POSITION DESCRIPTION *(Please Read Instruction on the Back)*

1. Agency Position No.: S000A20

2. Reason for Submission: [X] Redescription [X] New [ ] Reestablishment [ ] Other

3. Service: [ ] Hdqtrs. [X] Field

4. Employing Office Location:

5. Duty Station:

6. OPM Certification No.:

Explanation *(Show any positions replaced)*
SOD for SPD#S000020

7. Fair Labor Standards Act: [ ] Exempt [X] Nonexempt

8. Financial Statements Required: [ ] Executive Personnel Financial Disclosure [ ] Employment and Financial Interests

9. Subject to IA Action: [X] Yes [ ] No

10. Position Status: [X] Competitive [ ] Excepted *(Specify in Remarks)* [ ] SES (Gen.) [ ] SES (CR)

11. Position Is: [ ] Supervisory [ ] Managerial [X] Neither

12. Sensitivity: [ ] 1- Non Sensitive [ ] 3- Critical Sensitive [X] 2- Noncritical Sensitive [ ] 4- Special Sensitive

13. Competitive Level Code:

14. Agency Use:

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management	Department of the Interior, FLERT Specialist					
b. Department, Agency or Establishment	Firefighter / Primary	Law Enforcement	Secondary/Administrative	Sec/Supvy		
c. Second Level Review	Approval Date November 12, 2002					
d. First Level Review	Range Techncian	GS	0455	04		
e. Recommended by Supervisor or Initiating Office						

This PD has been approved as follows under 5 USC 8336(c) and 8412(d)

16. Organizational Title of Position *(if different from official title)*:

17. Name of Employee *(If vacant, specify)*:

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

a. First Subdivision: U.S. Fish and Wildlife Service

b. Second Subdivision: Regions

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.

Signature of Employee *(optional)*:

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:

Signature: Date:

b. Typed Name and Title of Higher-Level Supervisor or Manager *(optional)*:

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 or, if no published standards apply directly, consistently with the most applicable published standards.*

Typed Name and Title of Official Taking Action:

Signature: Date:

22. Position Classification Standards Used in Classifying/Grading Position
US OPM GEG for Aid and Tech work in the Bio Sci GS-400, 12/91; Range Tech Ser, GS-455, 12/91; Forestry Tech Ser, GS-462, 12/91

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	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee *(optional)*										
b. Supervisor										
c. Classifier										

24. Remarks
FPL GS-5. SPD Servicewide. STATEMENT OF DIFFERENCE: Job Classified 1 grade lower as GS-4. Performs kinds of duties as attached pd, but under closer supervision.

Pearl Auge 7-12-02
APPROVED FOR SERVICEWIDE USE

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

POSITION DESCRIPTION *(Please Read Instructions on the Back)*

1. Agency Position No. -S000020

2. Reason for Submission: [ ] Redescription [ ] New [ ] Reestablishment [X] Other

Explanation *(Show any positions replaced)*
Standard Position description #S000020

3. Service: [ ] Hdqtrs [X] Field

4. Employing Office Location

5. Duty Station

6. OPM Certification No.

7. Fair Labor Standards Act: [ ] Exempt [X] Nonexempt

8. Financial Statements Required: [ ] Executive Personnel Financial Disclosure [ ] Employment and Financial Interest

9. Subject to IA Action: [X] Yes [ ] No

10. Position Status: [X] Competitive [ ] Excepted *(Specify in Remarks)* [ ] SES (Gen.) [ ] SES (CR)

11. Position Is: [ ] Supervisory [ ] Managerial [X] Neither

12. Sensitivity: [ ] 1--Non-Sensitive [ ] 3--Critical [X] 2--Noncritical Sensitive [ ] 4--Special Sensitive

13. Competitive Level Code

14. Agency Use

15. Classified/Graded by	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						
d. First Level Review	Range Technician	GS	455	5		
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position *(if different from offiical title)*

17. Name of Employee *(if vacant, specify)*

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

a. First Subdivision
U.S. Fish and Wildlife Service

b. Second Subdivision
Region

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.

Signature of Employee *(optional)*

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

Signature | Date

b. Typed Name and Title of Higher-Level Supervisor or Manager *(optional)*

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 or, if no published standards apply directly, consistently with the most applicable published standards.*

Typed Name and Title of Official Taking Action

Signature | Date

22. Position Classification Standards Used in Classifying/Grading Position

U.S. OPM GEG for Aid & Tech Work in the Bio. Sci,
dtd Dec. 62 GS 462, TS-111, Dec. 91

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	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee *(optional)*										
b. Supervisor										
c. Classifier										

24. Remarks FPL GS-05 Standard Position Description-Servicewide. Approved FF Retirement in the Primary category under 5 USC 8336(c) and 8412(d) by DOI, FF/LE Retirement Team Spec. on 12/18/00.

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

Standard Position Description #S000020

Range Technician, GS-455-5

Introduction

This is a standardized position description, intended for use in the U.S. Fish and Wildlife Service (Service). The purpose of this position is wildland fire control/extinguishment and involves such activities as fire prevention, detection, suppression, dispatching, and prescribed burning.

Major Duties

Firefighting (65-85% of Duty Hours)

Serves as a skilled crewmember in fire prevention, suppression, and prescribed burning on either an engine, helitack, or hand crew. Utilizes a variety of specialized tools, equipment, and techniques while actively suppressing wildland fires. Works as a member of an initial attack crew. Occasionally serves as Initial Attack Incident Commander (if qualified) in the absence of Crew Boss.

Performs basic fireline activities such as line construction, hose layout, operation of pumps and water handling accessories, breaking up of fuel concentrations by lopping and scattering brush, wood, etc., using hand and power tools, and holding/patrol/mop-up operations. Performs fire prevention activities such as patrolling to gauge fire potential and occurrence, distributing literature, explaining the fire prevention program to the public, and preparing fire reports. Independently or with other crew members may be assigned to carry out specialized assignments such as backfire and burnout, mobile and stationary engine or other specialized equipment operation, construction of helispots, specialized helitack operations, and hover hookups. Dispatches personnel, supplies, and equipment as needed. May occasionally serve as Initial Attack Incident Commander, squad leader, or work leader for brief time periods. The work requires the employee to assess situations and make recommendations for carrying out various firefighting tactics in widely diverse situations. Instructs and provides on-the-job training to personnel in the use of wildland fire control equipment, methods, and safety procedures.

Operates wildland fire engines weighing up to 18,000 pounds gross vehicle weight (GVW). Operates engines over 18,000 pounds, including those over 26,000 pounds GVW in the absence of regularly assigned personnel. Assists in maintaining records of fire time and attendance, work done by fire crews, etc. Maintains a record of personal observations of the performance of others and problems occurring during fire actions.

Fire and Safety Training (15% of Duty Hours)

Participates in fire and safety training in the techniques, practices, and methods of fire suppression and in the safe, efficient operation and use of tools, equipment, and vehicles used in fireline activities, with emphasis on those used in the particular function assigned. Participates in crew proficiency checks and drills, safety sessions, and fire critiques. Ensures own and others' welfare and safety in all aspects of the assignments.

Fire Equipment Support (Of Duty Hours)

Maintains and reconditions the crew's tools/equipment/vehicles.

Other Duties (0-20% of duty hours)

Participates in other maintenance and resource management activities such as road and trail maintenance, habitat manipulation, and miscellaneous equipment and facilities maintenance.

Provides practical technical support in range research efforts, in the marketing of the range resource; and in the scientific management, protection, and development of grasslands and other range resources.

Factor 1 - Knowledge Required by the Position

Practical knowledge of standard fire control methods and concepts as they apply to prescribed wildland fire, fire prevention, detection, suppression, and dispatching of personnel and equipment together with practical understanding of biology, forestry, or agricultural sciences in order to preserve, protect, or restore habitat that may involve primarily a range, forest, or other wildland/refuge resource environment/setting.

Familiarity with the maintenance of and ability to operate a variety of firefighting equipment from basic hand and power tools (such as ax, shovel, pulaski, McLeod, pumps and hoses, and chain saws) to specialized detection and suppression equipment.

Skill to operate a motor vehicle; must be able to obtain or maintain a motor vehicle operator's license; and, must have or be able to obtain and maintain a commercial operator's license to operate motor vehicles over 26, 000 lbs. GVW.

Understanding of fuel characteristics and weather conditions related to wildland fires.

Knowledge of the methods and techniques of range conservation and related resource management fields.

Ability to compile, record, and organize data to prepare reports, make inspections, report assessments, and make recommendations to assist others in accomplishing fire control operations.

Factor 2 - Supervisory Controls

Administrative supervision is provided by the Refuge Fire Management Officer, Refuge Manager, or Fire Crew Leader/Crew Boss, although day-to-day work direction may be provided by another employee. Assignments are made in terms of work objectives on a daily or weekly timeframe without explicit instructions on work methods. The employee carries out work projects with considerable independence, utilizing experience and judgement in solving minor problems through application of established procedures. Assistance in solving technical problems involving unfamiliar methods or concepts is provided. New and significantly changed work aspects are frequently reviewed for technical accuracy. Recurring work is subject to review for methods applied, technical adequacy, and results obtained.

Factor 3 - Guidelines

Guidelines are numerous in the form of approved management plans; established procedures; administrative manuals; Code of Federal Regulations; Service, Departmental, or local policy; standard operating procedures, instructions, reports, and other literature. The guides typically address work situations. However, application of the guides requires the exercise of some judgment in selecting and adapting procedures to accommodate field conditions.

Factor 4 - Complexity

The employee carries out a variety of technical fire control duties for prevention, detection, prescribed burning, and the suppression of fires. Assignments require making choices on the situation and issues, and conditions and elements involved, selecting the proper procedure and/or sequence of tasks, and recognizing conditions or changes that impact the process.

Factor 5 - Scope and Effect

The purpose of the work is to control, suppress, and prevent fire on U.S. Fish and Wildlife Service lands and on other property in accordance with cooperative agreements. The work primarily facilitates the efforts of professional and technical employees involved in fire management operations, benefits the biological programs of the Service, and preserves valuable natural resources.

Factor 6 - Personal Contacts

Primary contacts are co-workers and other members of fire suppression and prescribed burning teams; other Federal, State, and local land and fire management personnel; Federal and State law enforcement officers; refuge visitors; adjacent landowners; local vendors; fire equipment companies; and the general public.

Factor 7 - Purpose of Contacts

Contacts are primarily for the purpose of exchanging information; give directions; coordinate work efforts and resolve operational problems and to provide instructions on methods and procedures to employ in accomplishing fire management activities; acquire needed supplies and equipment; and to provide assistance to members of the public, such as refuge visitors.

Factor 8 - Physical Demands

Firefighting is extremely arduous and hazardous. The work requires regular and protracted periods of strenuous physical exertion, including carrying heavy objects that may weigh up to about 50 pounds; walking over uneven, rocky, or swampy ground; climbing; bending; stooping; hacking through underbrush; and using heavy tools for long periods of time.

Factor 9 - Work Environment

The work is occasionally performed in an office setting but is predominantly outdoors in a forest or rangeland setting where terrain ranges from flat and swampy to steep with extremely uneven, rocky and slippery footing is normal. Terrain is often covered with thick, tangled vegetation, or a variety of trees and grasses. Temperature extremes, smoke, and dust are frequently severe. Smoke and dust conditions are frequently severe. The hazardous nature of the work requires conformance to safety requirements the use of protective gear and clothing (boots, hard hat, goggles, nomex clothing, gloves, heavy leather boots, respirators, and other items). The work is typically performed in isolated locations, which are often away from roads and water sources; camping is necessary for extended periods.

Note: Conditions of Employment

-Must obtain and continuously meet requirements for a National Interagency Fire Qualification System (NIFQS) rating of firefighter.

-Must attain the prerequisite physical stamina and strength needed to perform rigorous duties and must demonstrate physical abilities at the prescribed level annually.

-Preemployment and random drug testing are required.

-Must obtain and maintain a State motor vehicle operator's license.

-When checked below, this position also requires the following:

-Must have, or be able to obtain and maintain a State commercial motor vehicle operator's license.