

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

S00A103

2. Reason for Submission

- Redescription New
 Reestablishment Other

3. Service

- Hdqtrs Field

4. Employing Office Location

5. Duty Station

various

6. OPM Certification No.

Explanation (Show any positions replaced)

Updated SPD
Approved for Service-wide use

7. Fair Labor Standards Act

- Exempt Nonexempt

8. Financial Statements Required

- Executive Personnel Financial Disclosure Employment and Financial Interest

9. Subject to IA Action

- Yes No

10. Position Status

- Competitive
 Excepted (Specify in Remarks)
 SES (Gen.) SES (CR)

11. Position Is

- Supervisory
 Managerial
 Neither

12. Sensitivity

- 1--Non-Sensitive 3--Critical
 2--Noncritical Sensitive 4--Special Sensitive

13. Competitive Level Code

14. Agency Use

BUS: 8888

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

Interdisciplinary

(FC: 51)

GS

12

d. First Level Review

e. Recommended by Supervisor or Initiating Office

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

LMRD Biologist

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment

Department of the Interior

c. Third Subdivision

a. First Subdivision

U.S. Fish & Wildlife Service

d. Fourth Subdivision

b. Second Subdivision

Region: _____

e. Fifth Subdivision

Signature of Employee (optional)

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

22. Position Classification Standards Used in Classifying/Grading Position

PCS for Prof Work in the Natural Resources Mgmt & Biological Sciences Gp, 0400, 09/05

Typed Name and Title of Official Taking Action

S/Megan Dreher/

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.

Supervisory HR Specialist

Signature

Date

23. Position Review

Initials

Date

Initials

Date

Initials

Date

Initials

Date

Initials

Date

a. Employee (optional)

b. Supervisor

c. Classifier

24. Remarks

FPL=GS-13, S000103; Risk = Moderate; *** Series covered: 0401/0408/0486

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

Natural Resource Biologist, GS-0401-12
Ecologist, GS-0408-12
Wildlife Biologist, GS-0486-12

#S00A103

Department of the Interior
U.S. Fish & Wildlife Service
Standard Position Description Approved for Service-wide Use

STATEMENT OF DIFFERENCE TO #S0000103

This is an interim position established to provide for a period of growth. The incumbent will receive assignments that are designed to develop the knowledge, skills and abilities required to carry out assignments at the full performance level as described in the attached position description (#S0000103). During this period the incumbent will operate under somewhat closer supervision than that described in the attached position description and as overall knowledge is gained, progressively more reliance will be placed on the incumbent until full responsibility for assignments is assumed.

The position will remain at the grade 12 level until the employee meets the necessary qualifications 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.