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

Cybersecurity Category	1. Agency Position No
00	S13995

2. Reason for Submission	3. Service	4. Employing Office Location	5. Duty Station	6. OPM Certification No
NEW				

Explanation	7. Fair Labor Standards Act	8. Financial Statements Required	9. Subject to IA Action
Standard PD Hydrologic Technician	NO	6-Position does not require financial disclosure.	YES

10. Position Status	11. Position is	12. Sensitivity	13. Competitive Level Code	14. Agency Use
	NON-SUPERVISORY			

15. Drug Test Required	16. ADP Status

17. 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	Student Trainee (Hydrology)	GS	1399	5	C . S	03/27/2015
d. First Level Review						
e. Recommended by Supervisor or Initiating Office						

18. Organizational Title of Position *(if different from official title)*	19. Name of Employee *(if vacant, specify)*

20. Department, Agency or Establishment	c. Third Subdivision
DEPARTMENT OF THE INTERIOR	
a. First Subdivision	d. Fourth Subdivision
U.S. GEOLOGICAL SURVEY	
b. Second Subdivision	e. Fifth Subdivision
21. Employee Review- This is an accurate description of the major duties and responsibilities of my position.	Signature of Employee *(optional)*

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 statuory 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. Name and Title of Supervisor		b. Typed Name and Title of Higher-Level Supervisor or Manager *(optional)*	
Mark Sogge, Acting Deputy Director, USGS			
Signature	Date	Signature	Date
/s/Mark Sogge	07/30/2015		

23. Classification/Job Grading Certification	24. Position Classification Standards Used in Classifying/Grading Position
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.	JFS1300T
Typed Name and Title of Official Taking Action Cindi Steinheimer — Human Resources Specialist (Classification/Policy)	**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: Cindi Steinheimer /s/ — Date: 03/27/2015	

25. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee *(Optional)*										
b. Supervisor										
c. Classifier										

26. Remarks

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

POSITION DESCRIPTION SUMMARY

PD Tracking 70754
Series, Title and Grade 1399 Student Trainee (Hydrology) GS-05
Department U.S. GEOLOGICAL SURVEY

Introduction Statement

The incumbent of this position serves as a student trainee under the Pathways Internship Program. This program is designed to provide the student with paid work experience and orient them to the mission of the U.S. Geological Survey and the benefits and conditions of a Federal career. It provides formal periods of work and study while the student is enrolled in school, the conditions of which are outlined in the Working Agreement that must be signed by the student, and the employing Office

Major Duties

Surface Water:
Performs routine measurements of stage and discharge under a variety of field conditions applying established uniform methods. Observes and notes hydraulic or environmental conditions. Computes and checks surface-water records from field data where hydrologic conditions are stable. Plots discharge measurements and estimates short periods of missing records. Develops simple preliminary stage-discharge and/or velocity index curves and ratings.

Reviews gage-height data and discharge measurements to check methods and accuracy of computation. Plots hydrographs for comparing records. Performs routine steps involved in preparing basic material for publication, including maps, tables, and other illustrative material.

Prepares plots, drafts, or sketches from surveying field notes. Verifies the accuracy of data summaries.

Ground Water:
Performs routine water-level and discharge measurements from wells and springs where field conditions require a number of uniform and established methods be followed in order to collect representative data. Observes and notes hydraulic or environmental conditions.

Computes and checks ground-water records from field data where conditions are fairly stable.

Plots water-level measurements. Performs the routine steps involved in preparing material for publication, including maps, tables, and other illustrative material. Prepares plots, drafts, or sketches from surveying field notes. Collects well location and characteristic information. Verifies the accuracy of data summaries. Maintains files of geophysical logs.

Water Quality:
Performs routine field water-quality measurements such as water temperature, specific conductance, pH, dissolved oxygen and alkalinity. Various field conditions require a number of steps or greater attention to detail to collect representative data. Using well defined methods and procedures, processes samples and performs limited field or lab analyses of sample constituents. Prepares and ships samples for lab analyses. Prepares summaries and basic data reports of field activities, including the preparation of materials for publication, such as tables of data, map, and other illustrative material. Assembles, evaluates and prepares field and laboratory
data for tabulation analysis and subsequent publication.

Sediment:
Computes, processes, and checks routine sediment samples where uniform and established methods exist. Computes and checks straightforward measurements for analyses and

computation. Enters sediment data into the water-quality and/or daily-values file using automated systems. Assembles and prepares data for tabulation and subsequent publication. Collects samples following well established procedures but under field conditions that require greater attention to detail or various steps to collect representative data.

Instrumentation:
Performs installation, maintenance, servicing, and troubleshooting of sensing, recording and communications equipment and instrumentation. Prepares repair logs on hydrologic instrumentation. Calibrates meters and analytical equipment using appropriate techniques and protocols.

Infrastructure:
Assists in the construction and removal of gages and supporting structures Applying established procedures, protocols, and standards assists in the construction, development, and abandonment of wells. Performs routine safety inspections of equipment and work areas.

Datums/Altitude/Elevation:
Assists in establishing vertical and horizontal datums. Flags high-water marks and documents their reliability. Measures and records routine crest-stage gage high-water marks.

Factor Levels

FACTOR 1 - KNOWLEDGE REQUIRED BY THE POSITION (Level 1-4, 550 points)

Practical knowledge of hydrologic principles, practices, procedures and techniques in addition to the ability to sequentially apply a wide range of standard hydrologic data collection and office computation procedures in order to collect and/or compute and compile hydrologic data. Ability to perform standard data compilation and computation activities that include, but are not limited to, applying datum corrections, plotting and analyzing hydrographs, transferring data to maps and reconstructing short periods of inconsistent or missing records. Knowledge of and ability to follow field and lab safety procedures.

Knowledge of one or more computer systems and automated databases in order to enter, transfer, retrieve and manipulate hydrologic data; to operate computerized equipment; to generate a variety of standard reports; and/or respond to routine hydrologic data requests.

Practical knowledge of electronic technology and equipment mechanics in order to operate, maintain, install, and service a variety of scientific instruments and equipment.

FACTOR 2 - SUPERVISORY CONTROLS (Level 2-2, 125 points)

The supervisor or higher graded employee provides general instructions for assignments in terms of approach to be followed, guidelines, procedures or unique requirements. Detailed information and assistance is provided for new, difficult or unfamiliar technical problems. The employee independently performs recurring tasks resolving routine problems. Completed work and methods used are reviewed for adequacy and adherence to instructions.

FACTOR 3 - GUIDELINES (Level 3-2, 125 points)

Guidelines include a series of manuals on techniques of water resources investigations (TWRI),
WRD Data Reports Preparation Guide, agency procedural directives, oral instructions, and previously established methods. These guidelines are typically detailed and are directly applicable to the assigned work. The employee can easily locate and select the appropriate guideline or procedure for each assigned task. Situations involving deviations from established methods are discussed with the supervisor for additional guidance.

FACTOR 4 - COMPLEXITY (Level 4-2, 75 points)

Assignments consist of performing a variety of procedural tasks or a couple of more complex tasks related to regular and recurring data collection, compilation, and computation work. The technician must recognize differences in conditions in order to select and execute the appropriate sequence of established data collection and computation procedures; to operate instruments and servicing equipment; and to recognize anomalous situations that may adversely impact or affect measurements or data collected. Assignments require accuracy and attention to detail.

FACTOR 5 - SCOPE AND EFFECT (Level 5-2, 75 points)

The purpose of the work is to perform data collection, compilation and computation activities in support of higher level technicians or hydrologists. Work efforts affect the accuracy, reliability, or acceptability of the data.

FACTOR 6 - PERSONAL CONTACTS (Level 6-2, 25 points)
Primary contacts are with personnel within the District. On occasion, contacts may be made with personnel from higher level organizations, State or local governments, or other Federal agencies. Contacts with the general public occur during the performance of routine field or office activities.

FACTOR 7 - PURPOSE OF CONTACTS (Level 7-1, 20 points)

Contacts are to obtain advice or direction, and to clarify or exchange information.

FACTOR 8 - PHYSICAL DEMANDS

(Level 8-2, 20 points)

{ } The work requires some physical exertion such as:
long periods of standing; walking over rough, uneven, or rocky surfaces;
recurring bending, crouching, stooping, stretching, reaching, or similar activity; or
recurring lifting of moderately heavy items weighing less than 23 kilograms (under 50 pounds) such as lifting and carrying stream gauging weights, data collection and monitoring devices, or sample trays.

Or

(Level 8-3, 50 points)

{ } The work regularly requires considerable dexterity, agility, and strenuous physical exertion such as that needed to: climb, or work from, tall ladders or scaffolding;
work in areas where footing is treacherous such as on slippery river banks, in steep or rocky terrain, and in fast-moving water; lift heavy objects weighing 23 kilograms (over 50 pounds) or more; crouch or crawl in constricted areas; and
defend oneself or others against physical attack.

FACTOR 9 - WORK ENVIRONMENT (Level 9-2, 20 points)

The work regularly involves moderate risks or discomforts associated with visiting field sites with limited access, under adverse weather or flooding conditions, or exposure to irritant or toxic chemicals. Work may require the use of special clothing or gear such as masks, coats, boots, goggles, respirators, or life jackets.

TOTAL POINTS: 1035

GRADE CONVERSION: GS-5
GS-1300T, JFS for Technical Work in the Physical Sciences Group 08/02

Operates a government motor vehicle as an incidental driver.

Position Classification Standards Used

JFS1300T