

POSITION DESCRIPTION							
1. Position Number			2. Explanation (show any positions replaced)				
3. Reason for Submission <input type="checkbox"/> New <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input type="checkbox"/> Standardized PD <input type="checkbox"/> Other							
4. Service <input type="checkbox"/> HQ <input type="checkbox"/> Field	5. Subject to Identical Addition (IA) Action <input type="checkbox"/> Yes (multiple use) <input type="checkbox"/> No (single incumbent)						
6. Position Specifications Subject to Random Drug Testing <input type="checkbox"/> Yes <input type="checkbox"/> No Subject to Medical Standards/Surveillance <input type="checkbox"/> Yes <input type="checkbox"/> No Telework Suitable <input type="checkbox"/> Yes <input type="checkbox"/> No Fire Position <input type="checkbox"/> Yes <input type="checkbox"/> No Law Enforcement Position <input type="checkbox"/> Yes <input type="checkbox"/> No			7. Financial Statement Required <input type="checkbox"/> Executive Personnel-OGE-278 <input type="checkbox"/> Employment and Financial Interest-OGE-450 <input type="checkbox"/> None required		10. Position Sensitivity and Risk Designation <u>Non-Sensitive</u> <input type="checkbox"/> Non-Sensitive: Low-Risk <u>Public Trust</u> <input type="checkbox"/> Non-Sensitive: Moderate-Risk <input type="checkbox"/> Non-Sensitive: High-Risk <u>National Security</u> <input type="checkbox"/> Noncritical-Sensitive: Moderate-Risk <input type="checkbox"/> Noncritical-Sensitive: High-Risk <input type="checkbox"/> Critical-Sensitive: High-Risk <input type="checkbox"/> Special Sensitive: High-Risk		
		8. Miscellaneous Functional Code: BUS:	9. Full Performance Level Pay Plan: Grade:				
11. Position is <input type="checkbox"/> 2-Supervisory <input type="checkbox"/> 4-Supervisor (CSRA) <input type="checkbox"/> 5-Management Official <input type="checkbox"/> 6-Leader: Type I <input type="checkbox"/> 7-Leader: Type II 8- Non Supervisory		12. Position Status <input type="checkbox"/> Competitive <input type="checkbox"/> SES <input type="checkbox"/> Excepted (specify in remarks) <input type="checkbox"/> SL/ST			13. Duty Station		
		14. Employing Office Location		15. Fair Labor Standards Act <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt			
		16. Cybersecurity Code #1:                      #2:                      #3:		17. Competitive Area Code: Competitive Level Code:			
18. Classified/Graded by	Official Title of Position		Pay Plan	Occupational Code	Grade	Initial	Date
a. Department, Bureau, or Office							
b. Second Level Review							
19. Organizational Title of Position (if different from, or in addition to, official title)				20. Name of Employee (if vacant, specify)			
21. Department, Agency, or Establishment U.S. Department of the Interior				c. Third Subdivision			
a. Bureau/First Subdivision U.S. Geological Survey				d. Fourth Subdivision			
b. Second Subdivision				e. Fifth Subdivision			
22. 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, but not limited to: FLSA determinations; position sensitivity and requirements; and appointment/payment of public funds. 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
23. 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.				24. Position Classification Standards Used in Classifying/Grading Position			
Typed Name and Title of Official Taking Action							
Signature			Date				
/s/ Tamara Lamb-Ghenee							
25. Position Review	Initials	Date	Initials	Date	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.		
a. Supervisor							
b. Classifier							
26. Remarks							

Biologist  
GS-0401-09, PD# S0294

**Introduction**

The employee serves as a professional biologist performing independent science to complete well-defined standard projects or working as a team member on larger projects using less established methods.

A standard Position Description (PD) covers identical positions in multiple locations of an organization. Use of a Standard Position Description does not diminish management's responsibilities to adhere to position management principles and DOI/USGS policies.

**Major Duties** (indicate percentages of time)

Participates in the planning and execution of complex studies and investigations concerning biological, chemical, and physical processes that affect ecosystems. Conducts routine field experiments to test scientific hypotheses. Deploys remote data-collection systems and manipulates and analyzes data from these systems. \_\_\_\_\_%

Performs assignments in planning the approach and collecting data needed to carry out less complex studies or portions of larger biological science investigations. Performs data analysis and writes reports to evaluate findings. \_\_\_\_\_%

Plans, organizes, and implements limited biological investigations that affect wildlife and/or fishery resources and their habitat conditions. Prepares reports on progress and completion of studies. \_\_\_\_\_%

Recommends minor modifications to program objectives and associated documentation in accordance with established program directives. Conducts limited program analyses, and reviews results of small studies or investigations. Drafts sections of reports that include minor recommendation for changes, elimination, or improvement of operations and program plans. \_\_\_\_\_%

Gathers, organizes, and interprets a wide variety of biological, ecological, pathological, public use data or other information pertinent to scientific studies or investigations. Develops and maintains computer databases; and gathers, analyzes, tabulates and summarizes scientific, programmatic, and/or budgetary data. \_\_\_\_\_%

**Evaluation Statement**

**Series and title determination**

Like positions described in the JFS, the position performs scientific work in the biological sciences and is not classifiable to another more specific professional series. There is no prescribed title for the 0401series, however, Biologist best describes the work of the position.

**FACTOR 1 - KNOWLEDGE REQUIRED BY THE POSITION**

Professional knowledge of biological theories, concepts, and principles and a working knowledge of related disciplines to conduct conventional aspects of ecological investigations. Work of the position, like work described at FL 1-6, requires professional knowledge of biological theories, concepts, and principles and a working knowledge of related disciplines, such as obtained

through a formal program of studies in the biological sciences and/or equivalent work experience sufficient to a range of standard duties.

The position requires knowledge of techniques and methods to gather, present, and analyze scientific data including knowledge of related science and mathematical disciplines in order to complete well-precedented projects employing standard techniques. Knowledge of computer software and mathematics sufficient to perform data analysis. Knowledge of techniques to plan and control work procedures in a science environment and develop appropriate schedules. Skill in oral and written communication.

Work does not reach FL 1-7, which requires knowledge of and skill in applying a wide range of concepts, principles, and practices in the field as well as knowledge of agency regulations and policies, Federal statutes and legislation governing the programs and applicable local interests. Work does not, as expected at 1-7, require highly specialized techniques or the adaptation of established procedures, protocols, etc.

Level 1-6 is credited for 950 points.

#### FACTOR 2 - SUPERVISORY CONTROLS

Like described at 2-3 in the JFS, the supervisor outlines program objectives and the material, money, and personnel available for conducting project studies. The scientist, supervisor, and other staff scientists or project team members consult on work plans and objectives as required. The scientist independently plans the steps and techniques necessary to complete the assignments in accordance with established biological practices and techniques. Where unusual or unconventional study conditions are encountered, or where problems require modification of established methods or procedures, the incumbent generally discusses the action he/she plans to take beforehand with the supervisor or project chief, as appropriate. Completed work is reviewed for technical adequacy and soundness, as well as accomplishment of overall objectives for assigned project responsibilities.

The position does not meet FL 2-4, where the supervisor outlines overall objectives and available resources. The employee and supervisor, in consultation, discuss timeframes and scope of the assignment including possible stages and approaches. At 2-4 the employee independently carries out assignments, coordinates with others, interprets policy and guidance, and resolves most problems while keeping the supervisor informed of potentially controversial situation. Work is reviewed for overall soundness of approach and findings, but not generally for methods employed.

Level 2-3 is credited for 275 points

#### FACTOR 3 GUIDELINES

Guidelines include policy, procedural, and technical manuals and handbooks; standard professional practices; published research results and related scientific reports; and annual work plans that do not always address specific sets of problems or circumstances encountered. Like work described at FL 3-3 in the JFS, periodic departure from standardized procedures or conventional study approaches for completion of assignments is required. The scientist modifies existing methods or procedures and makes or recommends compromises required by technical considerations.

Work does not reach 3-4, where employee uses guidelines and precedents that are very general regarding agency policy statements and objectives. Guidelines specific to assignments are often scarce, not applicable, or have gaps in specificity that require considerable interpretation and/or adaptation for application to issues and problems. At 3-4 judgment must be applied to modify, adapt, and/or refine broader guidelines to resolve specific complex and/or intricate issues and problems.

Level 3-3 is credited for 275 points.

#### FACTOR 4 COMPLEXITY (Level 4-3, 150 points)

Assignments typically involve conventional, previously studied, or well-defined scientific processes and conditions. The scientist plans and carries out relatively limited projects and studies and makes recommendations/decisions regarding straightforward problems. Like described at FL 4-3 in the JFS, the employee identifies, interprets, analyzes, and applies a range of established approaches and solutions to tests, problems, or issues.

Work does not reach FL 4-4, where work involves performing a variety of research, testing, or natural resources management duties that require many different and unrelated processes, methods, and problem-solving techniques common to the discipline. The employee does not, as expected at 4-4, identify, evaluate, and project risks based on scarce, non-existent, or conflicting data; and assess the interrelationships of physiological and technological information.

Level 4-3 is credited for 150 points

#### FACTOR 5 SCOPE AND EFFECT

The purpose of the work is to investigate and analyze conventional biological science conditions and problems. The work, like described at 5-3 in the JFS, affects the protection, management, and use of biological resources and USGS's credibility with internal and external customers.

Work does not reach 5-4, where typical work involves developing new or improved techniques, criteria, or alternatives to meet requirements involving specific natural resources, research problems, and issues, or agency clinical activities. At 5-4 work affects the effectiveness and acceptability of agency goals, programs, and activities.

Level 5-3 is credited for 150 points

#### FACTORS 6 & 7 NATURE AND PURPOSE OF CONTACTS

Contacts are primarily with the supervisor and coworkers, and with employees in other USGS organizations. Purpose of contacts is to coordinate work efforts, solve problems, or provide advice on non-controversial issues. Like work at 6-2/7-b contacts are outside the immediate organization for the purpose of identifying options and solving problems.

Work does not reach the next levels, which would require contacts outside the organization with, for example, officials of other Federal, state, or local agencies; members of academia, or management officials for the purpose of influencing or persuading uncooperative or skeptical persons.

#### FACTOR 8 - PHYSICAL DEMANDS

The field work requires some physical exertion such as walking over wet, rough, uneven, or rocky surfaces; bending, crouching, stooping, stretching, reaching, or similar activities. Laboratory work requires moderate physical ability and agility and dexterity to manipulate samples and operate equipment.

Level 8-2 is credited for 20 points

#### FACTOR 9 - WORK ENVIRONMENT

Work is performed in an office, laboratory, and/or in the field. The office is adequately lighted, heated, and ventilated. Temperature and weather extremes may be encountered in the performance of the outdoor work. Field and laboratory duties may require the use of special protective gear. The incumbent is expected to conduct duties in a safe and orderly manner so as not to endanger self, fellow workers, or property with which entrusted.

Level 9-2 is credited for 20 points

TOTAL POINTS 1915

GRADE CONVERSION GS-09

Job Family Standard for Professional Work in the Natural Resources Management and Biological Sciences Group, 0400 September 2005

Position is properly classified as Biologist, GS-0401-09

Evaluated 10/24/2018 *Tamara Lamb-Ghene*