

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

1. Agency Position No.

2. Reason for Submission

Redescription  New  
 Reestablishment  Other

Explanation (Show any positions replaced)

3. Service

Hdqtrs  Field

4. Employing Office Location

5. Duty Station

6. OPM Certification No.

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

\*DOI003

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

Range/Forestry Aid (Fire)

GS

455/462

03

8/28/02

c. Second Level Review

Department of the Interior, FLERT Specialist

*Jay Lippin*

d. First Level Review

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

e. Recommended by Supervisor or Initiating Office

Firefighter  Law Enforcement  
 Primary  Secondary/Administrative  Sec/Supvy

Approval Date *November 12, 2002*

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

Wildland Firefighter

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment

Department of the Interior

c. Third Subdivision

a. First Subdivision

BIA BLM FWS NPS

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 (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

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  
 Range Technician Series, GS-455 Dec 91 TS-111 Forestry Technician Series, GS-462 Dec 91 TS-111 Grade Evaluation Guide for Aid and Technician Work in the Biological Sciences, GS-400 Dec 91 TS-111

Typed Name and Title of Official Taking Action

BIA BLM FWS NPS

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

See Remarks

8/28/02

23. Position Review

Initials	Date								

a. Employee (optional)

b. Supervisor

c. Classifier

Remarks  
*Allison Beard*  
 Allison Beard BIA

*Todd Ryan*  
 Todd Ryan BLM

*Pearl Inge*  
 Pearl Inge FWS

*Cindi Steinheimer*  
 Cindi Steinheimer NPS

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



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

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

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

Category of Coverage: Primary-Rigorous (FF)

Bureau: Any DOI Bureau Using Identical PD with Identical PD Number

Classification Title: Range /Forestry Aid (Fire)

Organization Title: Wildland Firefighter

DOI Standard PD Number: DOI003 Series and Grade: GS-455/462-03

**RECOMMENDATION FOR COVERAGE REVIEW:**

Primary-Rigorous coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

The primary purpose of the position is wildland fire suppression/management/control, as a firefighter on an engine, helitack module, or hand crew. Position requires a working knowledge of fire behavior, fire hazards, fire suppression tactics, methods and procedures as well as skill in the use of wildland firefighting hand tools, pumps, hoses and chainsaws. **The duties of this position are so rigorous that employment opportunities are limited to young and physically vigorous individuals who must meet established physical qualification requirements.**

JL Stiles 10/18/02  
BIA Program Designee Date

Emily M. Mayhew 10-09-02  
BLM Program Designee Date

Phil Stief 10/18/02  
FWS Program Designee Date

Sue Vap 10/18/02  
NPS Program Designee Date

Marcia L. Scifres  
DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres

10/25/2002  
Date

**APPROVAL:** The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 08/28/02. Approval is by DOI Secretary's Designee:

[Signature]  
Deputy Assistant Secretary, Human Resources & Workforce Diversity

11/12/02  
Date