

POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> Reestablishment		3. Service <input type="checkbox"/> New <input checked="" type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field <input type="checkbox"/> Other		4. Employing Office Location		5. Duty Station		1. Agency Position No.	
Explanation (Show any positions replaced)		7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		6. OPM Certification No.	
		10. Position Status <input checked="" type="checkbox"/> Competitive <input checked="" type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 3-Critical <input type="checkbox"/> 4-Special Sensitive		13. Competitive Level Code	
								14. Agency Use *DOI006	

15. Classified/Graded by	Official Title of Position			Pay Plan	Occupational Code	Grade	Initials	Date
a. Office of Personnel Management	Lead Range/Forestry Technician (Fire)			GS	455/462	06		2/20/03
b. Department, Agency or Establishment	Department of the Interior, FLERT Specialist							
c. Second Level Review	This PD has been approved as follows under 5 USC 8336(c) and 8412(d)							
d. First Level Review	Firefighter Law Enforcement							
e. Recommended by Supervisor or Initiating Office	Primary Secondary/Administrative Sec/Supvy							
	Approval Date January 20 2004							

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

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.

Typed Name and Title of Official Taking Action
BIA BLM FWS NPS
HR Specialist

Signature _____ Date _____

See Remarks _____ 2/20/03

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. General Schedule Leader Grade Evaluation Guide Jun 98, HRC D 5.

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 FPMR, is available from the personnel office or the U.S. Office of Personnel Management.

23. Position Review	Initials	Date								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks

Allison Beard BIA
Todd Ryan BLM
Pearl Inge FWS
Cindi Steinheimer NPS

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

*Agency Use code should be entered in FPPS as last six spaces of Position Allocation Number