

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

1. Agency Position No.  
**9050**

2. Reason for Submission:  Redescription,  Reestablishment,  New,  Hdqtrs,  Field  
 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

Explanation (Show any positions replaced):  
 Standard Position description #9050  
 Covered for Early Retirement Provisions of 5 U.S.C. 8336(c) Primary category  
 See OPM letter dated 3/18/83.  
 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

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	Special Agent <i>Criminal Investigator</i>	GS	1811 1842	5		
d. First Level Review	Special Agent	GS	1812	5		
e. Recommended by Supervisor or Initiating Office	Special Agent	GS	1812	5		

16. Organizational Title of Position (if different from official title)  
 17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment: Department of the Interior  
 a. First Subdivision: U.S. Fish and Wildlife Service  
 b. Second Subdivision  
 c. Third Subdivision  
 d. Fourth 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  
 1811  
 Series determination 1842 Grade - 1812/1811 2/72 TS-8  
 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.  
 Typed Name and Title of Official Taking Action  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)								
b. Supervisor			Firefighter	✓	Law Enforcement			
c. Classifier			Primary	✓	Secondary Administrative		Sec/Supwy	

24. Remarks: Reference classification standard for Investigator positions, GS-1810/1811 for grade level determination (Feb. 1972); pp. 17-18. SPD#9050 initially dated 9/3/82.

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