

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

9110

2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment		3. Service <input type="checkbox"/> New <input type="checkbox"/> Hdqtrs <input type="checkbox"/> Field <input type="checkbox"/> Other		4. Employing Office Location	5. Duty Station	6. OPM Certification No.	
Explanation (Show any positions replaced) Standard Position description #9110				7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt	8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input checked="" type="checkbox"/> Employment and Financial Interest		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
				10. Position Status <input checked="" type="checkbox"/> Competitive <input 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 type="checkbox"/> 1-Non-Sensitive <input checked="" type="checkbox"/> 3-Critical <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 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 4842	11		9-20-02
d. First Level Review	Special Agent	GS	1812	11		
e. Recommended by Supervisor or Initiating Office	Special Agent	GS	1812	11		

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	c. Third Subdivision
a. First Subdivision U.S. Fish and Wildlife Service	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

1911
Series definition 4842-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 _____
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23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)								
b. Supervisor								
c. Classifier								

Department of the Interior, FLERT Specialist
This PD has been approved as follows under 5 USC 8336(c) and 8412(d)
 Firefighter Law Enforcement
 Primary Secondary/Administrative Sec/Supvy
 Approval Date: January 26, 2004

24. Remarks Covered under 5 U.S.C. 8336(1) in the primary category (OPM letter dated 3-18-83)
SPD #9110 initially dated 9/3/82.

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