

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

| | | | | | | | | | |
|---|--|--|--|---|--|---|--|----------------------------|--|
| 2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment | | 3. Service <input type="checkbox"/> New <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field <input checked="" type="checkbox"/> Other | | 4. Employing Office Location | | 5. Duty Station | | 6. OPM Certification No. | |
| 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 Interests | | 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"/> 6 Neither | | 12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive | | 13. Competitive Level Code | |
| 14. Agency Use *415 | | | | | | | | | |

**NPS Standard Position Description
Fire Management Program**

| | | | | | | |
|---|---------------------------------|-----------|-------------------|-----------|----------|------|
| 15. Classified/Graded | Official Title of Position | Pay Plan | Occupational Code | Grade | Initials | Date |
| a. U.S. Office of Personnel Management | | | | | | |
| b. Department, Agency or Establishment | | | | | | |
| c. Second Level Review | LEAD FORESTRY TECHNICIAN | GS | 0462 | 06 | | |
| d. First Level Review | | | | | | |
| e. Recommended by Supervisor or Initiating Office | | | | | | |

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

17. Name of Employee (if vacant, specify)

| | |
|---|-----------------------|
| 18. Department, Agency, or Establishment DEPARTMENT OF THE INTERIOR | c. Third Subdivision |
| a. First Subdivision NATIONAL PARK SERVICE | d. Fourth Subdivision |
| b. Second Subdivision | e. Fifth Subdivision |

Signature of Employee (optional)

Employee Review - This is an accurate description of the major duties and responsibilities of my position.

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 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 Manger (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
Forestry Technician, GS-462, dated December 1991; Grade Level Guide for Aid and Technical Work in the Biological Sciences, GS-400, dated December 1991; Fire Protection and Prevention, GS-081, dated September 1991; and the General Schedule Leader Grade Evaluation Guide, dated April 1998

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.

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|------------------------|---|----------|------|----------|------|----------|------|----------|------|----------|------|
| 23. Position Review | | | | | | | | | | | |
| Initials | Date | Initials | Date | Initials | Date | Initials | Date | Initials | Date | Initials | Date |
| a. Employee (optional) | | | | | | | | | | | |
| b. Supervisor | | | | | | | | | | | |
| c. Classifier | Department of Interior, FF/LE Retirement Team Specialist, M. Espalala | | | | | | | | | | |

24. Remarks: This PD has been approved as follows under SUSC 8336(c) and 8412(d):
 Firefighter Law Enforcement
 Primary Secondary/Administrative Secondary/Supvy
 Approval Date: December 17, 1998

This position is for young and physically vigorous individuals. Maximum entry age restrictions apply when filled under an appointment subject to the retirement system.

25. Description of Major Duties and Responsibilities (See Attached) *Agency Use Code should be entered in FPPS as last three spaces of position allocation number.



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: Firefighter-Primary

Bureau: National Park Service

Classification Title: Lead Forestry Technician

Organization Title: Engine Foreman

Series and Grade: GS-0462-06

Fire Management Program Standard Position Description Number: 415

RECOMMENDATION FOR COVERAGE REVIEW:

Primary coverage is recommended under both CSRS and FERS.

This is a rigorous/arduous position located on a National Park Service unit. As an engine crew leader, this position operates Type IV through Type VIII wildland fire engines and leads a minimum of three employees. The primary purpose of the position is to perform wildland fire fighting work, operate equipment, and to lead a fire engine crew performing such work. Operates wildland fire engine, inspects, services, and adjusts equipment, and leads wildfire suppression actions. The rigorous duties of this position require the incumbent to meet the physical fitness test for arduous positions.

Marilee Pospahala
 MARILEE POSPAHALA, FF/LEO Retirement Specialist, NPS Representative

12/4/98
 Date

Richard T. Gale
 RICHARD T. GALE, Deputy Chief Ranger, NPS

12-04-98
 Date

Marcia L. Scifres
 MARCIA L. SCIFRES, DOI Fire & Law Enforcement Team Leader

12/9/98
 Date

Lester K. Rosenkrance
 LESTER K. ROSENKRANCE, Director, Office of Fire and Aviation (BLM)

12/11/98
 Date

APPROVAL The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 11-24-98. Approval is by DOI Secretary's Designee:

Mari R. Barr
 MARI R. BARR, Secretary's Designee

12/17/98
 Date

**STANDARD POSITION DESCRIPTION
NATIONAL PARK SERVICE
FIRE MANAGEMENT PROGRAM**

CLASSIFICATION TITLE: LEAD FORESTRY TECHNICIAN

SERIES AND GRADE: GS-0462-06

Introduction

This position is established on a National Park Service unit to serve as an engine crew leader. This position is appropriate for a position operating Type IV through Type VIII wildland fire engines and leading a minimum of three employees, at least one of which is a GS-5. The primary purpose of the position is to perform wildland fire fighting work, operate equipment, and to lead an engine crew performing such work.

Major Duties (80-100%)

Operates a wildland fire engine, positioning the engine for proper use and operating the engine and hoselays. Directs others in operation and use of engine equipment and provides on the job instruction to other technicians.

Inspects, services and adjusts the pump, water lines, tank and reels, so as to have equipment always ready for immediate emergency use. Inspects, tests, cleans and stows hose in prescribed manner. Inspects and services hand fire tools. Provides on-the-job training to other crew members in methods and techniques of firefighting including use of hand tools, use of water and additives and safety.

Leads wildfire suppression actions. Directs the engine to fire location and positions in appropriate location in consideration of safety of crew and equipment and directs suppression activities. Makes initial evaluation of fire situation, determines suppression method to use, hose lays, deployment of crew, point of initial attach, type of tools to use, and application of water. Keeps dispatcher or superior informed and requests additional assistance as necessary.

Personally performs or directs others in starting pump engine, priming pump, adjusting engine speed and pump valves, laying hose, and using appropriate nozzles and nozzle adjustment in effective use of water and additives.

Accomplishes emergency repairs as necessary to permit continued use of equipment. In those instances when the engine cannot be used effectively in suppressing the fire, the technician takes aggressive control action in attacking the fire.

Determines probable cause of fire and preserves evidence of human caused fires.

Maintains records and prepares reports on crew hours and movement and history of action taken on fires.

Trains and drills crewmembers in methods and techniques of firefighting, including the use of hand tools, water, chemicals, and effective use and care of the fire engine and accessories.

Serves as member of a large fire organization as qualified and assigned.

Leader Duties

While performing all of the above duties, provides daily leadership and training for the crewmembers. Serves as a working leader over 3 or more crewmembers, at least one of which is a GS-5. Instructs and directs technicians in wildfire fighting and fire program support operations. Makes work assignments; schedules personnel; provides instructions or training; monitors work in progress; insures equipment and materials are available; resolves problems encountered; and reports to the supervisor, about the work, personnel, and problems encountered. Provides formal and informal evaluations.

Other Significant Facts

This is a testing designated position (TDP) under the Department of the Interior Drug-Free Workplace Program.

This position is for physically vigorous individuals. Must meet the physical fitness requirements for arduous positions.

Factor 1. Knowledge Required by the Position

Level 1-4, 550 points

Knowledge of the practices, methods, and techniques of forestry and fire management. This includes fire behavior, fire organizations (i.e., Incident Command System), fire equipment, fire line construction to suppress and direct suppression of fires, under various conditions of weather, terrain, and wildland fuels.

Thorough knowledge of and ability to operate fire engine hydraulic systems, foam and chemical application systems, including effect of elevation, friction loss, pressure, etc., pumping mechanisms, hose thread and apparatus differences, and operating procedures to lay hose and to operate equipment for peak utilization.

Knowledge and ability to operate complex communication hardware including multi-channel two way radios with numerous programmable frequencies and computers for accessing fire weather and fire modeling programs, and Global Positioning System Units.

Knowledge of accepted safety practices in suppressing fires and other various incidents to prevent injury, property damage or loss of life.

Knowledge of other agency policies and procedures while cooperating with other agencies on wildland fires.

Ability to lead a fire engine crew and to provide on-the-job training in proper and safe techniques, applications, methods, procedures and principles. This ability is used to effectively deal with the wide variety of conditions and situations encountered during wildfire suppression actions.

Factor 2. Supervisory Controls

Level 2-3, 275 points

The supervisor states overall objectives and resources available. The employee is responsible for independently planning, organizing, and accomplishing the assigned programs of work. Completed work is reviewed for general adequacy and effectiveness in meeting expected results.

Technical review of the incumbent's work during fire assignments is provided by a variety of supervisory personnel from the fires to which the incumbent's crew has been assigned.

Factor 3. Guidelines

Level 3-2, 125 points

Most procedures for doing the work have been established and a large number of guidelines are applicable including those found in the Fire Line Handbook, Fire Business Management Handbook, Directors Orders 18, Reference Manual, guides for supervisors and other written and oral instructions. The employee must exercise independent judgment in selecting the appropriate methods, techniques, and procedures due to the frequent and abrupt changes in work assignments, goals and deadlines requiring the incumbent to adjust operations in relation to the fire management mission.

Factor 4. Complexity

Level 4-2, 75 points

Oversees the operation of large fire engines with complex pumping mechanisms and accessories in suppressing wildland fires, and leads a crew of three or more employees in suppression fires. The crew must be trained and physically able to operate equipment and handle tools to construct hand lines, to deploy heavy hose packs, follow directions, and work safely for long periods under hazardous conditions.

Must be able to anticipate fire behavior based upon the effect of temperature, relative humidity, wind, slope, terrain, fuels, seasonal drying, and other factors on a wide variety of natural fuels. Evaluates situations, makes tactical decisions and determines appropriate tactical responses to incidents, primarily wildland fires, but may include prescribed fires and a variety of resource related activities. In all cases personnel welfare, work production, public safety, resource values, costs, and land management objectives must all be considered.

Must make frequent critical decisions under time pressures and emergency conditions concerning fire suppression methods, other incidents, and crew safety when choices are limited and conditions are hazardous. Scheduled project work is often abruptly and expectedly interrupted, necessitating the adjustment of operations under pressure of continuously changing and unpredictable conditions.

Factor 5. Scope and Effect

Level 5-2, 75 points

The purpose of this position is to provide highly skilled, organized engine crew capable of managing wildland and prescribed fires and performing in other emergency incident management situations associated with the dynamic work environment encountered throughout various geographical locations. The work results in effective wildland fire suppression and actions to minimize the loss of life, property and resources.

The work affects the management and protection of valuable natural resources, government facilities, life and private property from destruction by natural or human caused incidents. The

nature of the work places personnel and equipment in hazardous situations. Decisions and actions by the incumbent are critical.

Factors 6 and 7 (combined). Personal and Purpose of Contacts (Level 2/A, 45 points)

Contacts are numerous and diversified. Primary contacts are with the crew and others in the fire organization. Frequently, contacts are with comparable Federal, State, and local government agencies and park visitors.

Contacts are to coordinate suppression activities, distribute and balance workload among crewmembers, exchange information, conduct training, maintain good public and employee relations, and clarify policy and procedures. Contacts are also to request reinforcements, and report via radio on the fire situation and potential for rapid spread.

Factor 8. Physical Demands

Level 8-3, 50 points

Arduous: The work requires arduous physical exertion, such as regular and recurring running, walking, or bending; walking or climbing over rocky areas, or other uneven surfaces, through dense vegetation, in smoky areas, and in mountainous terrain. Physical exertion includes carrying 30-50 pounds of gear while operating powersaws or handtools for long durations.

Duties include demands for strenuous activities in emergencies under adverse environmental conditions and over extended periods of time. Operation of some specialized fire equipment can place extended physical stress on incumbent during fire activities.

The duties of this position require the incumbent to meet the physical fitness test for arduous positions.

Factor 9. Work Environment

Level 9-3, 50 points

The work is performed in varied environments in steep terrain, where surfaces may be extremely uneven, rocky, covered with thick tangled vegetation, etc. Temperatures are frequently extreme, both from the weather and from fire. Smoke and dust conditions are frequently severe. The hazardous nature of the work requires that protective clothing be worn (boots, gloves, hard hats, face masks, flame resistant clothing and other personal protective equipment).

CLASSIFICATION EVALUATION

Classification Allocation: Lead Forestry Technician, GS-0462-06

Position Classification Standards Used: Forestry Technician, GS-462, TS-111, 12/91; Grade Level Guide for Aid and Technical Work in the Biological Sciences, GS-400, TS-111, 12/91; Fire Protection and Prevention, GS-081, TS-108, 9/91; General Schedule Leader Grade Evaluation Guide, 4/98

Background

This position description is established as a standard position description for use by the National Park Service Fire Management Program and is appropriate for positions which serve as an engine crew leader, leading a minimum of three other crew members, at least one of which is a GS-5. The primary purpose of the position is to lead an engine crew in performing wildland firefighting work.

Title and Series Determination

The Forestry Technician, GS-462 series (TS-111, 12/91) covers positions that primarily require a practical knowledge of the methods and techniques of forestry and other biologically based resource management fields. Forestry technicians provide practical technical support in the scientific management, protection, and development of forest resources. Forestry Technicians are most commonly found in first level units and are principally concerned with performing work supporting the implementation of projects and program goals. Since the majority of wildland and prescribed fire projects are carried out in forested areas, the GS-462 is the most appropriate series for this position. Furthermore, GS-0081, Fire Protection and Prevention Series (TS-108, 9/91), states that positions that include fire control, suppression and related duties incident to forestry management work should be classified to the Forestry Technician Series. Forestry Technician is the authorized title for positions at grades GS-4 and above. The prefix "Lead" is added to the title to reflect the responsibilities of leading three or more crewmembers in accomplishing forestry technician duties. Therefore, the proper title and series are Lead Forestry Technician, GS-462.

Grade Level Determination

As defined by the General Schedule Leader Grade Evaluation Guide, leader positions are classified one grade above the highest level of nonsupervisory work led. Since this position leads 3 or more forestry technicians, at least one of which is a GS-5; the grade of the leader duties is classified at the GS-6 level.

The forestry technician duties are evaluated by the Grade Level Guide for Aid and Technical Work in the Biological Sciences, GS-400, (TS-111, 12/91), which is in the FES format and provided below.

| Evaluation Factors | Level Assigned | Points Assigned |
|--|----------------|-----------------|
| 1. Knowledge Required by the Position | 1-4 | 550 |
| Comments: This position requires knowledge of the practices, methods, and | | |

techniques of forestry and fire management. This includes fire behavior, fire organizations, fire equipment, fire line construction and thorough knowledge of and ability to operate fire engine hydraulic systems, foam and chemical application systems, etc.

Serves as a leader in positioning the crew to suppress the fire, laying out complex hose lays and has responsibility for operation and maintenance of specialized equipment used by the crew. The technician must exercise on-site judgment and determine the best course of action from among a limited variety and number of established operations procedures. Assignments require knowledge and skill in the recognition of conditions subject to rapid change.

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| 2. Supervisory Controls | 2-3 | 275 |
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Comments: Supervisor provides overall objectives and resources available. The employee is responsible for independently planning, organizing, and accomplishing the assigned programs of work. Completed work is reviewed for general adequacy and effectiveness in meeting expected results.

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| 3. Guidelines | 3-2 | 125 |
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Comments: Incumbent must choose the most appropriate from several guidelines. Not every situation in a fire can be anticipated and covered in training, so the employee must use judgment in applying guidelines, especially in situations where the supervisor is not available for consultation.

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| 4. Complexity | 4-2 | 75 |
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Comments: The incumbent works under the most adverse conditions of climate, fuels and terrain. Decisions as to what must be done depend on the employee's analysis of the situation and issues involved with the selected course of action chosen from many operations. Level 4-2 assignments consist of performing a variety of routine procedural tasks. Performance of the assignments requires making choices when executing a number of tasks.

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| 5. Scope and Effect | 5-2 | 75 |
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Comments: Work involves the execution of specific procedures, and techniques that differ with each fire's fuel type, weather conditions, and topography. The incumbent operates fire engines, performs suppression activities, and is the leader of a fire engine crew. The effect of the work is to minimize the loss due to wildland fires. The incumbent's performance contributes to the overall effectiveness of the fire suppression effort and affects the accuracy, reliability, or acceptability of the NPS's fire restoration component of the fire management program.

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| 6. Personal Contacts | 2 | -- |
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Comments: Contacts are with crew and other members of wildland fire management suppression resources.

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| 7. Purpose of Contacts | A | 45 |
|-------------------------------|---|----|

Comments: Contacts are made to gather, exchange and clarify information, distribute and balance workload, report to supervisor on performance, progress and training needs of crewmembers, resolve problems and answer technical questions about wildland fire suppression activities and needs. Contacts may also be required to coordinate these needs with other land managing agencies.

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| 8. Physical Demands | 8-3 | 50 |
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Comments: This is a rigorous field position. The work requires regular and recurring protracted period of considerable and strenuous physical exertion.

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| 9. Work Environment | 9-3 | 50 |
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Comments: Work is performed in steep terrain, uneven surfaces, in extreme weather conditions with exposure to heat, smoke, snakes and insects. The work requires protective clothing.

Total Points: 1245

Final Grade Allocation: GS-06

(GS-6 range is 1105 -1350)

Conclusion

This position classifies at the GS-06 level using both the General Schedule Leader Grade Evaluation Guide as well as the Grade Level Guide for Aid and Technical Work in the Biological Sciences. The appropriate classification of this position is Lead Forestry Technician, GS-462-06.