

**Federal Wage System Job Grading Standard for  
Federal Wage System Supervisors  
Position Evaluation Summary**

AGENCY/ORGANIZATION LOCATION:	POSITION No:
	OFFICIAL TITLE:
	PP-SER-GR:
	WORKING TITLE:

PP-SER-GR-TITLE (Immediate Supervisor):		
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EVALUATION FACTORS			EXPLANATORY COMMENTS
<b>I. Nature of Supervisory Responsibility</b> The nature of the supervisory duties performed, and the type and degree of responsibility for control over the work supervised.	Situation #:		
<b>II. Level of Work Supervised</b> 1. Occupational Series (directly involved in accomplishing the work assignments and projects.) 2. Grade of the highest-level nonsupervisory work (accomplished by subordinates who, under normal job controls, perform the work of one or more of the occupations identified in step 1 above.)	Series:  Grade:		
<b>III. Scope of Work Operations Supervised</b> Subfactor A. Scope of Assigned work Function and Organizational Authority	Level:	Points:	
Subfactor B. Variety of Function	Level:	Points:	
Subfactor C. Workforce Dispersion. Varying levels of difficulty associated with monitoring and coordinating the work of nonsupervisory and supervisory personnel who vary from being collocated to widely dispersed.	Level:	Points:	
<b>Factor III Point Conversion Chart:</b>	Level:	Total Points: Point Range:	

<b>SUMMARY Grade Determination</b>	
Select the grading table that applies to the supervisory situation involved (Factor I).	<b>Grading Table - Supervisory Situation #:</b>
Find the appropriate level of work supervised (Factor II).	<b>Grade:</b>
Find the applicable level for work operations supervised at the top of the column (Factor III).	<b>Level:</b>

<b>Final Supervisory Grade Level:</b> (resulting grade level is shown in the space on the table where the level of work supervised line crosses the scope of work operations supervised column.)	
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<hr/> <b>Human Resources Specialist (Signature)</b>	<hr/> <b>Date</b>
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