

POSITION DESCRIPTION (Please Read Instructions on the Back)						1. Agency Position No. S0228			
2. Reasons for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> New		3. Service Hdqtrs <input type="checkbox"/> Field		4. Employing Office Location Reston, VA		5. Duty Station		6. OPM Certification No.	
7. Fair Labor Standards Act Exempt <input checked="" type="checkbox"/> Nonexempt		10. Position Status Competitive <input checked="" type="checkbox"/> Excepted <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		8. Financial Statement Required <input type="checkbox"/> Executive Personnel <input type="checkbox"/> Employment & Financial Disclosure <input type="checkbox"/> Financial Interest		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		13. Competitive Level Code	
				11. Position Is Supervisory 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		14. Agency Use	
15. Classified/Graded by		Official Title of Position		Pay Plan		Occupational Code		Grade	
a. Office of Personnel Management									
b. Department, Agency or Establishment									
c. Second Level Review		Student Trainee (Hydrology)		GS		1399		05	
d. First Level Review								L.P. 01/01/2002	
e. Recommended by Supervisor or Initiating Office									
16. Organizational Title of Position (if different from official title)				17. Name of Employee (if vacant, specify)					
18. Department, Agency, or Establishment U.S. Department of the Interior				c. Third Subdivision					
a. First Subdivision U.S. Geological Survey				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 our 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 GS1300P,JFS for Prof Phys Sci Work					
Typed Name and Title of Official Taking Action Lorilee Penn Human Resources Specialist				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.					
Signature Lorilee Penn /s/		Date 01/01/2002							
23. Position Review		Initials		Date		Initials		Date	
a. Employee (Optional)									
b. Supervisor									
c. Classifier		CS		8/20/13					
24. Remarks Changed SCEP to Pathways									
25. Description of Major Duties and Responsibilities (See Attached)									

1399, Student Trainee (Hydrology), GS-05

PD Tracking Number 0000015

Standard PD S0228

Introduction

The incumbent of this position serves as a student trainee under the Pathways Internship Program. This program is designed to provide the student with paid work experience and orient them to the mission of the U.S. Geological Survey and the benefits and conditions of a Federal career. It provides formal periods of work and study while the student is enrolled in school, the conditions of which are outlined in the Working Agreement that must be signed by the student, and the employing Office.

Major Duties

The incumbent, as an entry level trainee hydrologist, is assigned duties directed toward providing practical experience in hydrologic data collection and analysis and training for the development of professional competence in the scientific areas of and related to hydrology. Typical assignments may include:

- Uses a variety of methods and equipment to: collect hydrologic data including stage records for streams, lakes, and wells; collect and preserve water samples for the analysis of chemical, sediment, or biological characteristics; make discharge measurements; run levels to gages and wells.

- Checks discharge measurement computations; computes mean daily gage heights or prepares digital recorder tapes for computer processing; develops rating curves depicting the relationship between stage and discharge; and computes and compiles daily discharge values.

- Assists higher grade hydrologist on project work by performing duties such as:

1. Measuring flood peaks indirectly by using transits or levels;
2. Collecting and logging geologic samples at well sites; observing well drilling operations, or, performing pump test;
3. Preparing graphic representation of hydrologic data by way of maps, charts, hydrographs, and frequency curves;
4. Determining the chemical or biological components of water for QW studies; and
5. Preparing changes to standard computer programs or spot-checking printouts to detect sources of errors.

- Writes reports on non-complex hydrologic studies or writes selected sections of broader, complex investigative reports.
- Operates a Government vehicle as an incidental driver.

Factor Statements

FACTOR 1 - KNOWLEDGE REQUIRED BY THE POSITION (Level 1-5, 750 points)

- Knowledge of theories, principles, practices and techniques of hydrology, hydraulics, geology, and/or engineering (as would be obtained through a Bachelor's Degree) to aid in the proper interpretation of scientific and technical data.
- Knowledge of Survey principles, methods, and practices in order to collect, adjust, correlate and interpret hydrologic data by Survey standards.
- Skill in using hydrologic-data collection and analysis equipment in the field and in the office.
- Skill in writing clear presentations of scientific data.

STUDENT TRAINEE (HYDROLOGY), GS-1399-5

FACTOR 2 - SUPERVISORY CONTROLS (Level 2-2, 125 points)

Supervisor clearly assigns work orally or in writing; exercises direct control over work; determines objectives, priorities and deadlines; and instructs on new, unusual, or difficult procedures. Routine assignments may be performed independently. New assignments or work situations are discussed with the supervisor. Thorough review of work is made in progress and upon completion.

FACTOR 3 - GUIDELINES (Level 3-1, 25 points)

Survey policies, regulations, and standard practices generally dictate procedures to be followed. USGS TWRI Handbooks provide specific guidelines for data collection and analysis activities. Previous hydrologic studies and records may also serve as guides. Specific instructions from the supervisor and USGS policy and procedures limit the interpretation of available guides. Supervisors are consulted when unclear or conflicting guidelines exist. However, in the field, situations will arise that require the adaptation of normally standard methods of hydrologic data collection.

FACTOR 4 - COMPLEXITY (Level 4-2, 75 points)

Work assignments provide a variety of experience and training to extend knowledge and to develop an understanding of hydrologic and the complex interrelations of hydrologic systems. Incumbent determines methodology for routine assignments that are well-defined and which require the use of a few sequential procedures to accomplish work.

FACTOR 5 - SCOPE AND EFFECT (Level 5-1, 25 points)

The purpose of the work is to provide unbiased hydrologic data for inclusion in the annual report and/or a hydrologic study. The work contributes to hydrologic information that serves as a basis for

the responsible management of water resources by local, state, and other Federal agencies.

FACTOR 6 - PERSONAL CONTACTS (Level 6-1, 10 points)

Personal contacts are typically limited to co-workers in the District except, while in the field, the incumbent may be required to deal with the general public.

FACTOR 7 - PURPOSE OF CONTACTS (Level 7-1, 20 points)

Purpose of contacts within the organization is to obtain or exchange information on assignment; and, in the field, to obtain from landowners access to hydrologic data collection sites.

FACTOR 8 - PHYSICAL DEMANDS (Level 8-2, 20 points)

The position requires moderate periods of standing and sitting while in the office. While in the field, considerable walking, lifting, bending, climbing and stream wading is necessary to collect data.

FACTOR 9 - WORK ENVIRONMENT (Level 9-2, 20 points)

Office conditions are normal; field conditions may include extreme heat or cold, rain or snow, and hazardous conditions such as ice or flooding.

Select the appropriate statement:

The U.S. Geological Survey has determined that the duties of this position are suitable for telework only during an emergency or natural disaster.

The U.S. Geological Survey has determined that the duties of this position are suitable for telework and the selectee may be allowed to telework with supervisor approval.

The U.S. Geological Survey has determined that telework is required for this position and is a condition of employment. The selectee is expected to telework ___ day s a week and must be eligible to telework under the 2010 Telework Act.

TOTAL POINTS - 1070

GRADE CONVERSION - GS-05

GS-1300, Job Family Standard for Professional Physical Science Work, 10/97

Introduction to the Position Classification Standards

Primary Standard (Source Document Std PD S00228)