

PD Tracking Number 0000830

Major Duties

This position is an entry level trainee position designed to provide training in the techniques and processes of biological technician work. Specific tasks vary in response to project emphasis and the needs of the organization. (Check those that apply):

Assists in collecting, sorting and organizing samples. Learns simple and repetitive duties in support of scientific investigations.

Follows step-by-step detailed instructions in performing laboratory duties such as cleaning, packaging, and sterilizing glassware and other laboratory equipment. Maintains general order and cleanliness of the laboratory.

Follows detailed instructions to measure and make laboratory solutions. Operates simple laboratory instrumentation to perform basic laboratory duties. Records data.

FACTOR 1 - KNOWLEDGE REQUIRED BY THE POSITION (Level 1-1, 50 points)

Ability to follow detailed instructions in order to perform simple, routine, or repetitive tasks. Skill to operate simple equipment. Knowledge of basic or common cleaning and sterilization procedures.

FACTOR 2 - SUPERVISORY CONTROLS (Level 2-1, 25 points)

Works under the immediate supervision of a higher grade biological scientist or technician. Receives specific instructions and demonstrations as to methods and work details. Work is closely checked in progress and reviewed in detail upon completion for accuracy, adherence to instructions, and training progress.

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

Specific written or oral guidelines are provided to the employee. The employee works in strict conformance to the guides and refers deviations to the supervisor.

FACTOR 4 - COMPLEXITY (Level 4-1, 25 points)

Work is clear cut and relatively simple. There is little choice in deciding what work to do next.

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

The work involves routine tasks that effect the work of higher graded employees in the work unit.

FACTOR 6 - PERSONAL CONTACTS (Level 1/B, 30 points)

Contacts are with co-workers in the immediate organization.

FACTOR 7 - PURPOSE OF CONTACTS

Contacts are for the purpose of exchanging information and obtaining clarification on work processes.

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

Work requires some physical exertion such as standing for long periods of time, walking, stooping, bending, and carrying light loads.

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

The work environment varies from laboratory setting to field sites. The work involves moderate risks, discomfort, and unpleasantness such as exposure to high noise levels, irritant chemicals, extreme temperatures, etc.

TOTAL POINTS 220

GRADE CONVERSION GS 01

GS-404, Biological Science Technician Series, 12/91

Grade Level Guide for Aid and Technician work in the Biological Sciences, 12/91