

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

1. Agency Position No. NL05231  
 6. CSC Certification No.

2. Reason for Submission:  Reassignment,  Reestablishment,  New,  Dept'l,  Field  
 3. Service:  Other  
 4. Employing Office Location: PM TRADE  
 5. Duty Station: ORLANDO, FL

7. Fair Labor Standards Act:  Exempt,  Nonexempt  
 8. Employment/Financial Stmt Required:  Yes,  No  
 9. Subject to IA Action:  Yes,  No

10. Position Status:  Competitive,  Excepted (Specify)  
 11. Position is:  Supervisory,  Managerial,  Neither  
 12. Sensitivity:  Critical,  Noncritical,  Nonsensitive  
 13. Competitive Level Code: 12-75  
 14. Agency Use

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. Civil Service Commission						
b. Department, Agency, or Establishment						
c. Bureau						
d. Field Office	Logistics Management Specialist	GS	346	12	OC	06-09-87
e. Recommended by Supervisor or Initiating Office	Logistics Management Specialist	GS	0346	12		

16. Organizational Title of Position (if different from official title): Office of the Project Manager for Training Devices  
 17. Name of Employee (if vacancy, specify)

18. Department, Agency, or Establishment: Technical Support and Readiness Division  
 a. First Subdivision: Logistics Management Branch  
 b. Second Subdivision: Logistics Acquisition AR/AV Sec (SLA)  
 c. Third Subdivision  
 d. Fourth 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. 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: HARRY V. BRANN, CH, LOG ACQ AR/AV SEC  
 Signature: [Signature] Date: 4/8/87  
 b. Typed Name and Title of Higher-Level Supervisor or Manager (optional): WILLIAM MARROLETTI, DEPUTY PROJECT MANAGER  
 Signature: [Signature] Date: 6/8/87

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 Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards.  
 Typed Name and Title of Official Taking Action: OZZIE CORBIN, JR., Personnel Management Specialist  
 Signature: [Signature] Date: 6/10/87

22. Standards Used in Classifying/Grading Position: OPM PCS for Logistics Management Series, GS-346, Jan 87; and Inventory Management Series, GS-2010, Apr 66  
 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 Civil Service Commission. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the Commission.

23. Position Review	Initials	Date								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks: Position is at the full performance level.  
 BUS: 7777 SKILL: ARN

25. Description of Major Duties and Responsibilities (see attached)

5008-108  
 Optional Form 8 (Revised 8-77)  
 U.S. Civil Service Commission, FPM Chap. 295

## LOGISTICS MANAGEMENT SPECIALIST

GS-0346-12

### SUPERVISORY CONTROLS

Position is located in PM TRADE, Technical Support and Readiness Division, Logistics Management Branch, Logistics Acquisition AR/AV Section (SLA). Incumbent receives general supervision from the Section Chief, who discusses concept of operation in terms of broad objectives, assigns responsibilities, and delegates commensurate authority for their execution. Incumbent operates within the framework of overall policies and procedures. Superior relies on incumbent to possess and apply a thorough knowledge of operational and technical principles as they relate to assigned responsibilities. Work performance is reviewed in terms of overall satisfactory performance of assigned function.

### MAJOR DUTIES

Is engaged in the integrated logistics support planning for PM TRADE projects. The system range from the more simple such as sub-caliber in-bore devices, to computer driven simulation systems. Incumbent is responsible to the Chief, Logistics Acquisition AR/AV Section for the intensive management and coordination of the logistics portions of the programs. Participates in the development of Integrated Logistics Support (ILS) requirements encompassing the maintenance plan, support and test equipment, supply support, transportation and handling, technical data, facilities, personnel and training. Coordinates and integrates the inputs from the functional elements into a comprehensive life cycle support plan for the training device under development. In accomplishing the overall broad responsibilities, the incumbent performs functions as follows:

1. Serves as Chairman, Integrated Logistics Support Management Teams (ILSMT) in the preparation and evaluation of proposals; monitors contractual efforts to ensure all requirements and milestones are met. Manages the development and integration of the logistic portion of the procurement package. Prepares the logistics portion of the procurement evaluation plan encompassing all elements of integrated logistics support.
2. Analyses industry's effort in the implementation of Logistic Support Analysis (LSA) and of the Logistic Support Analysis Record (LSAR) summaries to ensure corrective measures required are reflected in the design and that all logistics requirements are realistic and cost effective. Validates the requirements from industry for Government Furnished Materiel to support the contracts throughout the acquisition phase.

3. Prepares and coordinates Integrated Logistics Support Plan with the pertinent Department of Army staff agencies, AMC subordinate commands, TRADOC, and FORSCOM, addressing all elements of integrated logistics support planning. Prepares and coordinates the Materiel Fielding Plan. Participates in the fielding of the training devices and, as required, serves as a member of the Materiel Fielding Team.
  4. Develops program funding, life cycle costs and management information systems, for the logistical support of operational and developmental tests during the acquisition cycle of all programs.
  5. Exercises surveillance and control over maintenance program functions for assigned projects. This responsibility includes but is not limited to development and preparation of maintenance packages, overhaul, maintenance publications, provisioning, maintenance support plans, recommending changes as a result of ECPs to assure ease of maintenance and maintenance data in order to guarantee the projects meet DA and DOD mission requirements. Monitors the programs to ensure that required maintenance actions are properly coordinated within the proper time frame to support logistical requirements.
  6. Plans, establishes, and monitors studies, analyses, and evaluations for which guides and precedents are lacking. Representative, but not all inclusive, are the following: (a) Establishment of requirements for and participates in the design, development, and testing of projects to determine the maintainability of parts, and to assure that service, removal and replacements, and inspection times are compatible with turn around time as established in the operational concept. The initiation of actions to correct discrepancies disclosed; (b) Analyses of Engineering Change Proposals (ECPs) to determine if proposal will improve project or eliminate present maintenance difficulties; (c) Participation with engineering personnel in the product improvement program and assures utilization of equipment improvement data and information provided by field activities for determining required engineering changes, modifications and field fixes to increase maintainability and reliability and for modifications and field fixes to increase maintainability and reliability and for modification work order and ECP control.
  7. Develops logistics portion of concept formulation package for all AMC training devices.
- Performs other duties as assigned.

**NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# 05231**

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."