

POSITION DESCRIPTION (Please Read Instructions on the Back)

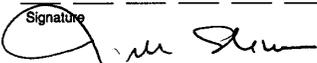
2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> New <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other				3. Service		4. Employing Office Location ORLANDO, FL		5. Duty Station ORLANDO, FL		1. Agency Position No. NL10804001
6. OPM Certification No.				7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input checked="" type="checkbox"/> Employment and Financial Interests		9. Subject to IA Action <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) SES (Gen.) <input type="checkbox"/> SES (CR)				11. Position Is: <input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither		12. Sensitivity <input type="checkbox"/> 1- Non-Sensitive <input type="checkbox"/> 2- Noncritical <input type="checkbox"/> 3- Critical Sensitive <input type="checkbox"/> 4- Special		13. Competitive Level Code 15AB		

15. Classified/Graded by	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	(INTERDISCIPLINARY)					
d. First Level Review	SUPERVISORY COMPUTER/ELECTRONICS ENGR	GS	854/855	15	BP	21 JAN 98
e. Recommended by Supervisor or Initiating Office						

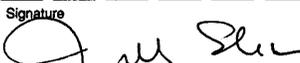
16. Organizational Title of Position (if different from official title) DEPARTMENT OF THE ARMY (DA)	17. Name of Employee (if vacant, specify) JERRY STAHL
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18. Department, Agency, or Establishment U.S. ARMY MATERIEL COMMAND (AMC)	c. Third Subdivision COMMAND ANALYSIS AND PLANNING OFFICE
a. First Subdivision SIM, TRNG & INST COMMAND (STRICOM)	d. Fourth Subdivision
b. Second Subdivision OFFICE OF THE COMMANDER (CG)	e. Fifth Subdivision

19. Employee Review. This is an accurate statement of the major duties and responsibilities of my position. 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	Signature of Employee (optional)
a. Typed Name and Title of Immediate Supervisor JAMES M. SKURKA, DEPUTY TO THE COMMANDER	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)

Signature 	Date 1/28/98	Signature	Date
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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. Typed Name and Title of Official Taking Action JAMES M. SKURKA, DEPUTY TO THE COMMANDER	22. Position Classification Standards Used in Classifying/Grading Position US OPM PCS FOR COMPUTER ENGINEER, GS-854; US OPM PCS FOR ELECTRONIC ENGINEER, GS-855; GENERAL SCHEDULE SUPERVISORY GUIDE
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Signature 	Date 1/28/98	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								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks
POSITION IS AT THE FULL PERFORMANCE LEVEL OF GS-15.

BUS: 8888

25. Description of Major Duties and Responsibilities (See Attached)

INTRODUCTION

Position serves as the Director for Command Analysis and Planning of the U.S. Army Simulation, Training and Instrumentation Command (STRICOM), a major subordinate command of the U.S. Army Materiel Command (AMC). The mission of STRICOM is to provide centralized management and direction for all research, development, acquisition and fielding of Army training devices, simulations and simulators, major instrumentation, targets and threat simulators, and the Advanced Distributed Simulation (ADS). The mission includes cradle to grave life cycle acquisition beginning with tech base programs and following through with each phase of the acquisition process. The Commander centrally directs, coordinates and supports the materiel development, acquisitions and sustainment activities through the functional matrix organization and four project managers.

MAJOR DUTIES

1. Serves as the senior technical expert and principle advisor to STRICOM Commander and Deputy to the Commander and the senior official responsible for the integration of all cross Command activities and functions and for advice on organizational, managerial, and technical issues that arise from the overall materiel acquisition and logistics processes. Performs command-wide strategic business planning and forecasting, tracks process and product performance, conducts special analytical studies and assessments, manages the Security Assistance Program, and facilitates the use of Simulation-Based Acquisition (SBA) tools and techniques for the Army. Serves as a single entry point into the Command for all outside customers and stakeholders who otherwise do not know who to contact within the Command. **25%**

2. Conducts special analytical studies applying both technical and administrative expertise to provide evaluation and recommendations on a wide range of diverse acquisition problems arising in the development and acquisition of simulation systems. Work efforts require high level interface with OSD, DA, MSCs, industry and academia to address unique technical and administrative issues and problems. Issues are typically controversial and have visibility of OSD and DA leadership. Incumbent applies knowledge of several branches of engineering, e.g., industrial, mechanical, electrical and a knowledge of a

wide range of engineering principles, practices and techniques that are key to advising on acquisition procedures and to evaluating, planning and managing projects. Exercise a high degree of judgement and originality in applying engineering knowledge and policy expertise to unique problems and in guiding formulation of policy in controversial areas. 25%

3. Directs the activities of approximately 20 government personnel, augmented by support service personnel. Staff is composed primarily of engineers, program analysts, and administrative personnel. Assign programs and projects and adjusts work priorities and schedules of subordinates to meet new and/or changed program objectives. Establishes internal policies and standing operating procedures as required to effectively accomplish the mission of the office and STRICOM as a whole. Conducts and supports internal control programs to assure property and program integrity. Ensures staff is cognizant of changes in policy and/or procedures as required. Promotes sound position management principles and policies and initiates required position and personnel actions to maintain a high quality workforce and the optimum balance between skills utilization and economy efficiency. Approves leave and training requests, resolves grievances and complaints and promotes acceptance of other special emphasis programs as required. Approves all personnel actions and requests and resolves issues that may arise as a result of limited and/or conflicting resources for program support. 30%

4. Represents STRICOM at high level conferences and meetings with representatives of AMC, DA, DOD, Congress, other services and federal agencies, foreign countries, academia and private industry relative to STRICOM programs and projects. Maintains high level contacts with key military, civilian and private industry officials for planning and coordinating all phases of business planning. Presents and defends the Command position on matters pertaining to assigned programs and projects and makes recommendations and decisions which could commit the Command to a specific course of action. Maintains continuous surveillance of modeling and simulation efforts to ensure the Command is positioned competitively in a market where investment funding is carefully scrutinized. 20%

Performs other duties as assigned.

CRITICAL ACQUISITION POSITION AMENDMENT TO PD# NL 10804

"This is a Critical Acquisition Position. Unless specifically waived by the appropriate Army official, the following are statutory requirements (Reference: 10 U.S.C. 1733 - 1737):

- Selectee must be qualified for Acquisition Corps membership at the time of selection or possess a waiver.

- Selectee must execute, as a condition of appointment, a written agreement to remain in federal service in this position for at least 3 years. In signing such an agreement, the employee does not forfeit any employment rights, nor does such an agreement alter any other terms or conditions of employment."