

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.
NL11854

2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input checked="" type="checkbox"/> New <input type="checkbox"/> Other	3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field	4. Employing Office Location ORLANDO, FL	5. Duty Station ORLANDO, FL	6. OPM Certification No.	
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel <input type="checkbox"/> Employment and Financial Interests		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input 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) <input type="checkbox"/>		11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither	12. Sensitivity 1 - Non-Sensitive <input type="checkbox"/> 3 - Critical Sensitive <input type="checkbox"/> 2 - Noncritical Sensitive <input checked="" type="checkbox"/> 4 - Special Sensitive <input type="checkbox"/>		13. Competitive Level Code 0208

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						
d. First Level Review	Engineering Aid	GS	802	02		
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title) _____ 17. Name of Employee (if vacant, specify) _____

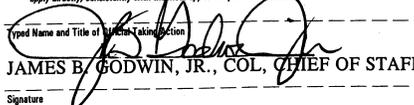
18. Department, Agency, or Establishment DEPARTMENT OF THE ARMY (DA)	c. Third Subdivision DIR FOR RESEARCH & ENGINEERING MGMT (E)
a. First Subdivision US ARMY MATERIEL COMMAND (AMC)	d. Fourth Subdivision VARIOUS DIVISION
b. Second Subdivision SIM, TRNG & INST COMMAND (STRICOM)	e. Fifth Subdivision

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 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 EDWIN A. TRIER, DIR FOR RES& ENGR MGMT	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)
Signature  Date 5/13/00	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 USOPM PCS, GS-0802 Engineering Technician, Jun 69
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Typed Name and Title of Initiating Official JAMES B. GODWIN, JR., COL, CHIEF OF STAFF	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  Date 5/23/00	

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

24. Remarks
POSITION IS AT THE FULL PERFORMANCE LEVEL.
BUS: 7777

Introduction

Position is located in the Directorate for Research and Engineering Management (E), 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; instrumentation, targets and threat simulation. The Commander centrally directs, coordinates, and supports the materiel development, acquisition and sustainment activities through matrix organization and Project Managers. These divisions perform technology-based management, concept formulation, acquisition management and technical contract management of simulations, simulators, training systems and instrumentation projects assigned to STRICOM.

Incumbent must be able to obtain and maintain a secret clearance.

Supervisory Controls

Performs work under the immediate supervision of a higher graded employee or the supervisor. Receives explicit instructions for performing all assignments. Guidelines are specific, detailed and fully applicable. On repetitive assignments, selects and applies appropriate guidelines and procedures from those previously used. Assistance is readily available. Work is closely checked during the assignment and upon completion for accuracy and validity.

Major Duties

Depending on workload, employee may be assigned to any Division within Engineering Directorate. Performs a variety of tasks in support of engineering operations. Typical assignments may include any of the following duties:

- a. Makes minor revisions to drawings using simple techniques and under very close supervision.
- b. Proofreads reports and specifications to ensure accuracy of tests and formats.
- c. Uses computer to input data, run programs; verify printouts to assess accuracy or need for rerun of programs.
- d. Compiles and computes data and information used in the preparation of reports and memoranda.
- e. Makes copies and performs various other support duties.
- f. Occasionally visits field to obtain additional data following specific guidance.

Performs other duties as assigned.