

PD No.: 100110

FPPS PD No.: S000058

Pay Plan, Series and Grade: GS-0401 : General Natural Resources Management and Biological Sciences Series-7

Is Interdisciplinary PD? NO

Additional Series:

Proposed Level: 7

Full Performance Level: 7

OPM Title: General Biologist

Bureau Title: General Biologist

Employee Office Location: Anywhere, TN

Duty Location: Anywhere, TN

Position Description

This is an interdisciplinary position. The employee serves as a General Biologist in a Bureau Field Office in Region Z.

Introduction:

Representative, but not all inclusive, duties of this position are illustrated by performance of any combination of the following:

Duties:

Major: 100%

Plans the approach and collects the data to carry out less complex studies or portions of larger investigations to assist higher grade biologists in planning, analyzing, and reporting on complex investigations in order to determine the impact of various land and water development projects on the natural resources of an area.

Reviews and reports on permit applications under the Corps of Engineers and the Environmental Protection Agency or state permit programs.

Inputs GIS and other collected data into appropriate systems.

Conducts private land habitat restorations including landowner contacts, mapping, surveying, staking, construction monitoring, seeding, etc., and prepares management plans for restored areas.

Assists in the consultation process pursuant to Section 42 of the Woodland Act of 1998.

Ensure that legal standards are met in the review of water resource development projects.

Plans the approach and inspects existing projects which are less complex to insure that legal standards and other requirements are met and implemented in a manner most beneficial to the fish and wildlife resources of an area.

Performs data analysis and writes objective reports to evaluate findings.

Attends public meetings and hearings to discuss proposed or existing development projects.

Prepares correspondence pertaining to technical aspects of the work

Assists in preparing and reviewing biological implications of environmental assessment/impact statements or comprehensive resource planning reports to evaluate environmental consequences of proposed Federal actions.

Assists in developing comprehensive management plans to insure conservation, protection, and enhancement of wildlife and habitat for a geographic area having a variety of habitat conditions. This requires the ability to develop, coordinate, or review plans that may encompass any and all programs that affect wildlife and its habitat conditions including, but not limited to, fire management, moist soil management, cooperative farming, wetland management, water quantity/quality, timber/forestry, or grassland management and/or restoration.

Helps plan, organize, and implement biological and/or conservation and development work.

Prepares reports on progress and completion of studies, uses data to formulate future programs and effect improvements in management practices.

Assists in developing, directing, and ensuring completion of program objectives and associated documentation on a continuing basis in accordance with established program directives. Conducts on-going analysis of program and analyzes results of special studies or investigations. Drafts or prepares reports with recommendation for changes, elimination, or improvement of operations and program plans.

Helps gather, organize, and interpret biological, ecological, pathological, public use or other pertinent information to insure management plans are current. Assists with implementation of management plans, studies and investigations required for species propagation/production, resource protection, ecological factors, public information, and other aspects of natural resource management.

Provides assistance in carrying out programs to further good relations with local, state, and Federal agencies and communities, and to inform and educate the general public with the goals of the program/office.

Reviews new or proposed legislation or regulations, and provides comments on their impact on natural resource management.

Prepares and delivers presentations on various aspects of the Bureau.

Responds to written, telephone, and in-person inquiries from the public and the news media, obtaining and providing requested information within established guidelines of the office and in conformance with agency and Departmental policy.

FES Factors:

Factor 1 - Knowledge Required by the Position:

[Factor Level 1 - 6] - 950 points

Knowledge of the theory, principles and methods of conservation biology and a working familiarity with related disciplines, such as would be obtained through a college major in the appropriate discipline or its equivalent, and additional professional work experience or professional education in the appropriate discipline, in order to determine the effects of land and water development projects on the natural resources of an area.

Knowledge of agricultural, geospatial and engineering terms, data, structures, facilities, and procedures to be able to work with professionals and technicians in these fields to recognize probable effects on resources, to read and write reports, etc.

Skill in mathematics to perform data analysis

Skill in presenting data and its analysis to write objective reports requiring a minimum of review and editing.

Skill in planning to develop work procedures and schedules.

Skill in operating GIS equipment.

Skill in operating small motorized watercraft.

Skill in operating motorized vehicles.

Limited knowledge of Federal regulations, laws, Department/Service policies.

Skill and judgment in the use of fundamental principles, concepts, techniques, standards, guides to determine/evaluate and apply appropriately.

Knowledge in applying precedents, pertinent policies and procedures, and in modifying standard procedures and programs.

Ability to independently identify information needed to solve problems and select techniques for carrying out assignments.

Skill in oral and written communication including ability to organize and present evaluations and findings to all levels of management, employees, the media, and the general public.

Factor 2 - Supervisory Controls:

[Factor Level 2 - 2] - 125 points

The employee discusses the purpose, general objectives, and problems to be encountered and/or anticipated with the supervisor. Detailed instructions are provided on assignments of an unusual nature. The employee selects, applies, and adapts standard techniques or procedures to carry out work. The supervisor reviews recommended work plans in detail and spot checks work in progress to insure adequacy of methods and procedures and to give advice should new or unusual problems arise. Completed work is reviewed in detail for adherence to instructions, completeness, and technical accuracy. Since this is the advanced trainee level, special emphasis is placed on insuring that the employee understands the appropriate uses and limitations of procedures and techniques and has grasped the scientific concepts of the field.

Factor 3 - Guidelines:

[Factor Level 3 - 2] - 125 points

Detailed and directly applicable guidelines are available in the form of project manuals, administrative manuals, the statutory provisions of applicable legislation, precedent reports, various journals and papers, policy memoranda, etc.,. The employee uses judgment to select and adapt guidelines where deviations from guidelines are slight. Significant deviations are referred to the supervisor.

Factor 4 - Complexity:
[Factor Level 4 - 3] - 150 points

Within a specified assignment designed to determine the impact of a land or water development project on natural resources, the employee formulates detailed work plans, implements them, and reports on findings.

Assignments generally consist of less complex studies or portions of larger investigations, wherein the employee deals with standard problems, a limited number of variables, and clear objectives. The employee has a higher degree of responsibility for fact finding than for fact interpretation. The factors to be considered vary with each assignment. Additionally, the employee must select and interpret existing methods or develop new methods in formulating specific work plans. The employee uses judgment to insure that tests, measurements, and observations used meet scientific and operating requirements and will yield valid results.

Factor 5 - Scope and Effect:
[Factor Level 5 - 1] - 25 points

The purpose of the work is to plan and perform some of the less complex research to determine the impact of development projects on natural resources. The work affects the efficiency of the unit and also may affect the activities of land and water development agencies.

Factor 6 - Personal Contacts:
[Factor Level 6 - 2] - 25 points

Contacts are with professionals and technicians in the fields of engineering, biology, etc., land and water development agencies, Federal and state agencies, private landowners, and the general public.

Factor 7 - Purpose of Contacts:
[Factor Level 7 - 1] - 20 points

Contacts are for conducting research activities, explaining well-established policies requirements, or standards, discussing findings, and making recommendations.

Factor 8 - Physical Demands:
[Factor Level 8 - 1] - 5 points

The work requires some physical exertion such as walking over wet, rough, uneven, or rocky surfaces, bending, crouching, stooping, stretching, reaching, or similar activities. The work requires average agility and dexterity.

Factor 9 - Work Environment:
[Factor Level 9 - 1] - 5 points

The work requires both office and outdoor work. The office is adequately lighted, heated and ventilated. Temperature and weather extremes may be encountered in the performance of the outdoor work. The employee is expected to conduct duties in a safe and orderly manner so as not to endanger self, fellow workers, or property with which entrusted.

A condition of employment is the wearing of the official Agency uniform in a manner prescribed in the Administrative Manual. The employee is required to obtain and properly wear uniform components.

Total Points: 1430

Grade Conversion Range: 1355-1600

Grade: GS-7