

SNP

POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment		3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location ORLANDO, FL		5. Duty Station ORLANDO, FL		1. Agency Position No. NL11020		6. OPM Certification No.							
Explanation (Show any positions replaced) [REORG 06/25/95] REPLACES: NL02408001, NL07924001, NLY7845062 NL02038001, NL02018001, NL02129001, NL02117001.		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 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)		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"/> 3- Critical Sensitive <input checked="" type="checkbox"/> 2- Noncritical Sensitive <input type="checkbox"/> 4- Special Sensitive		13. Competitive Level Code 14-37		14. Agency Use	
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		SUPERVISORY GENERAL ENGINEER		GS/GM		801		14		WJ		7/13/95					
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 1 OF 8 DIVS: ET, ED, EC, EA, EL, EO, EV, ES	
b. Second Subdivision SIM, TRNG & INST COMMAND (STRICOM)		e. Fifth Subdivision	

1. Employee Review—This is an accurate statement 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 violation of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor WALTER S. CHAMBERS, DIR FOR RES & ENG MGMT		b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)	
Signature <i>Walter S. Chambers</i>	Date 7/13/95	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: GEN SCHED SUPV GUIDE, COMPUTER, ELECTRONIC, SAFETY, ENVIRONMENTAL ENGRS, GEG FOR NONSUPV PROF ENGRS, ORSA, COMP SCI, QA.

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.

Typed Name and Title of Official Taking Action JAMES M. SKURKA, DEPUTY TO THE COMMANDER	
Signature <i>James M. Skurka</i>	Date 7/18/95

23. Position Review	INITIALS	DATE								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks
THE ARMY ACQUISITION EXECUTIVE (AAE) HAS IDENTIFIED THIS POSITION TO BE AN ARMY ACQUISITION CORPS (AAC) CRITICAL POSITION. ANY EMPLOYEE PLACED IN THIS POSITION MUST SIGN A MOBILITY AGREEMENT AND OTHERWISE BE ELIGIBLE FOR AAC MEMBERSHIP. POSITION IS AT THE FULL PERFORMANCE LEVEL.

BUS: 8888

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

INTRODUCTION

The incumbent of this position serves as a Division Chief in the Directorate for Research and Engineering Management (E) of 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; and Distributed Interactive Simulation (DIS). The commander centrally directs, coordinates and supports the materiel development, acquisition and sustainment activities through the matrix organization and four Project Managers. Responsibilities encompass planning, programming, directing and controlling engineering support to the STRICOM Project Managers and Directors during the concept formulation, development, test production, fielding and post deployment phases of a system's life cycle. Daily activities are carried out by an extensive subordinate organization consisting of civilian and military engineers and scientists, technicians, specialists and various other support personnel.

MAJOR DUTIES

1. Establishes plans, programs, policies and schedules to assure that assigned programs and projects are accomplished in accordance with customer needs and goals. Considering joint (multi-service) implications, plans and formulates approaches to system support responsive to Army needs. Coordinates the work of various STRICOM Directorate organizational elements to ensure sound and consistent project execution. Serves as member of internal resource board for assignment of engineers to programs and projects. Provides matrix support in the form of engineering services to project/product managers. Reviews results of internal and external coordinated efforts of operating activities in light of policies, objectives, work methods and results and recommends organizational or policy changes to more effectively accomplish mission. 20%

2. Manages the respective division's products, the entire engineering life cycle effort at STRICOM and the associated resources from support service contractors, other activities, commands and agencies. Directs and oversees engineering development and testing performed by contractor employees which augment the STRICOM work force. Responsibilities also include engineering process technology programs. Monitors the progress of assigned program and project goals/objectives. Assures in house and contractual efforts are executed in accordance with established policies, schedules and funding levels. Resolves technical problems in scientific and engineering fields and makes final decisions on controversial issues and problems crossing organizational lines. Evaluates the technical quality of accomplishments, applies scientific and engineering knowledge to analyze technical reports, test results, operational reports and directs corrective action as appropriate. Effects internal and external coordination to ensure efficient STRICOM engineering support programs. Participates in meetings, briefings and conferences with high ranking military and

civilian officials within AMC, Department of the Army (DA) and Department of Defense (DOD) as well as private industry. 25%

3. Develops, monitors and continually improves on engineering processes and procedures in support of STRICOM systems. In conjunction with the Director establishes and/or alters operating policies, procedures and priorities to provide for compliance with higher authority and to assure effective and successful accomplishment of programs and projects. Proposes new policies with respect to integration and coordination of the STRICOM effort. Adapts existing policies to incorporate state-of-the-art advances in technology related to simulation and instrumentation systems to assure effective and successful accomplishment of mission. Stays abreast of new and emerging technology related to simulation and instrumentation systems to ensure effective and successful accomplishment of the mission. 20%

4. Participates in managing the personnel assignments to support engineering efforts. Executes sound managerial principles and practices to assure effective accomplishment of mission and workload distribution. Devises effective and economical organizational structures, manpower allocations and functional breakdown to assure the optimum balance between skills utilization and economy efficiency. Reviews and manages the position structure and takes an active role in the position management review process. Encourages and supports the recruitment, selection, development and retention of a high quality work force and promotes equal employment opportunity. Establishes performance standards/objectives in accordance with the Total Army Performance Evaluation System (TAPES) and appraises performance and recommends awards for assigned subordinates as required. Advises subordinates on career development, training needs and opportunities. 35%

Performs other duties as assigned.

SUPERVISORY FACTORS

FACTOR 1 - PROGRAM SCOPE AND EFFECT

1. SCOPE AND EFFECT LEVEL 1-4 775 PTS

Directs a segment of a professional, highly technical and complex program which involves major aspects of Army's simulation efforts and technology advances. The program segment directed affects STRICOM's ability to perform its mission as a major subordinate command, which in turn affects the readiness of the U.S. Army. Projects managed receive frequent congressional and media attention and are essential to the success of major defense programs.

2. ORGANIZATIONAL SETTING LEVEL 2-2 250 PTS

The position is accountable to a position that is one reporting level below the first SES, flag or general officer.

3. SUPERVISORY AND MANAGERIAL AUTHORITY EXERCISED 3-2 450 PTS

Plans and schedules ongoing work on a quarterly or annual basis and adjusts staffing levels within their organizational unit to

accommodate resource allocation decisions made at higher echelons; assigns work (based on capabilities of the employees), schedules and deadlines; evaluates work performance of subordinates, advises and counsels subordinates, makes selections for vacancies and promotions, hears and resolves complaints of employees, effects disciplinary measures, identifies training needs, develops objectives and standards, improves productivity.

4. PERSONAL CONTACTS

Subfactor Level 4A-4 100 PTS

Frequent contacts are with influential individuals such as private industry academia, executive level contracting officials of major defense contractors, SES, flag or general officers.

Subfactor Level 4B-3 100 PTS

Incumbent represents STRICOM at conferences, briefings and meetings. The purpose of contacts is to justify, defend or represent the program segment in obtaining or committing resources, gaining compliance with established policies, regulations, or contracts.

5. DIFFICULTY OF TYPICAL WORK DIRECTED LEVEL 5-8 1030 PTS

The highest level of base work directed is GS-14, but majority of workload (constituting 25% or more) is performed at the GS-13 level.

6. OTHER CONDITIONS LEVEL 6-6 1325 PTS

Supervision at this level requires extensive coordination and integration of complex programs of professional, scientific, and technical work.

CRITICAL ACQUISITION POSITION AMENDMENT TO PD# NL 1020

"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."