

POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Reestablishment <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		1. Agency Position No. NL12035	
Explanation (Show any positions replaced)		7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		8. Financial Statements Required <input checked="" type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests		9. Subject to IA Action Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		6. OPM Certification No.	
		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) SES (Gen.) <input type="checkbox"/> SES (GR) <input type="checkbox"/>		11. Position is: <input type="checkbox"/> Supervisory <input checked="" 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. 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	Interdisciplinary					
d. First Level Review	(Supervisory General Engineer/Computer Engineer/ Electronics Engineer / Computer Scientist)	GS	0801/0854/ 0855/1550 (13)	15		
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		c. Third Subdivision Directorate for Engineering and Technology Development (E)	
a. First Subdivision Army Materiel Command (AMC)		d. Fourth Subdivision Live Simulation Systems Division (EL)	
b. Second Subdivision Simulation, Training and Instrumentation 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 JAMES M. SKURKA, Deputy to the Commander		b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)	
Signature	Date	Signature	Date
	30 Mar 01		

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 for GS-0854 Series, July 1999, HRCD-7; USOPM PCS for GS-0855 Series, July 1999, HRCD-7; USPOPMS PCS for GS-1550 Series, July 1999, HRCD-7; USOPM General Schedule Supervisory Guide (GSSG), Jan 1999, HRCD-6	
Typed Name and Title of Official Taking Action JAMES M. SKURKA, Deputy to the Commander		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		
	30 Mar 01		

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

24. Remarks
Position is at full performance level.
BUS: 8888
This is a Critical Acquisition Position
*CL: 1509/1510/1511/1512

INTRODUCTION

Position serves as the Deputy Director for Live Simulation Systems within the Directorate for Engineering and Technology Development, Training and Instrumentation Command (STRICOM), a major subordinate command of US Army Materiel Command (AMC). The mission of STRICOM is to provide centralized management and direction for research, development, acquisition and fielding of Army training devices, simulations and simulators; instrumentation, targets and threat simulations; and Distributed Simulations. The Commander centrally directs, coordinates and supports the materiel development, acquisition and sustainment activities through the matrix organization and four Project Managers.

POSITION SUMMARY

Serves as the principal technical advisor for Live Simulation Systems to the Director, and Project Managers for Training Devices (TRADE), and Instrumentation, Targets, and Threat Simulators (ITTS), and is responsible for providing leadership and management on all assigned programs. As the principal technical advisor for Live Simulation Systems, the incumbent possesses superior technical knowledge, and development experience, in integrated instrumentation systems, tactical engagement systems, and advanced distributed learning systems, including knowledge in the disciplines of electronic and computer engineering and computer science, and the related disciplines of communications, optics, software, systems engineering, and test and evaluation. Experienced in managing technical aspects of acquisition programs. Through subordinate team leaders, engineers and scientists, the incumbent plans, manages, and directs technical activities for a variety of development and production programs with over \$700 Million programmed over a typical POM. Has full authority to commit the more than sixty employees which include STRICOM, Other Government Agencies (OGA), academia, and support contractor personnel. Ensures that the research and technology base initiatives remain relevant to projected requirements of the Live Simulation domain. Maintains continuous surveillance of engineering technology, trends, and standards with regard to modeling and simulation efforts to ensure that the command is positioned competitively.

MAJOR DUTIES

1. Serves as the principle Live Simulation engineer and advisor to the Director, Engineering and Technology Development and is the senior official responsible for providing engineering support on all aspects of assigned program responsibility. Through subordinate team leaders, engineers and scientists, promotes, plans, manages and directs a variety of engineering support functions to procure materiel and provide that materiel to users around the world. Responsible for long range engineering plans for highly complex, state-of-the-art modeling and simulation and instrumentation programs. Oversees Army and DOD standards programs tasked to STRICOM.
2. Directs, through subordinate team leader engineers, the activities of a professional staff which is composed primarily of electronic and computer engineers; but also includes safety engineers, computer scientists, analysts and administrative personnel. Assigns programs and projects and adjusts work priorities and schedules of subordinates to meet new and/or changed program objectives. Establishes internal policies and standard operating procedures as required to effectively accomplish the mission of the Directorate 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.

3. 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 engineering support, research and development. Presents and defends the Command position on matters pertaining to assigned programs and projects and makes recommendations and decision which could commit the Command to a specific course of action. Maintains continuous surveillance of engineering technology, trends and standards with regard to modeling and simulation efforts to ensure the Command is positioned competitively in a market where investment funding is carefully scrutinized.

Performs other duties as assigned.

SUPERVISORY FACTORS

FACTOR 1, SCOPE AND EFFECT LEVEL 1-4 775 PTS

Directs segments of a professional, highly technical and complex program. Impacts Army's efforts in the simulation, instrumentation and training devices arena.

FACTOR 2, ORGANIZATIONAL SETTING LEVEL 2-3 350 PTS

The position is accountable to a position which directs work through GS-15 subordinate supervisors.

FACTOR 3, SUPERVISORY AND MANAGERIAL AUTHORITY EXERCISED LEVEL 3-3 775 PTS

Incumbent has delegated managerial authority to set a series of annual, multiyear or similar types of long range work plans and schedules for in-service or contracted work. Incumbent assures implementation by subordinate organizational units, of the goals and objective for the program segments and functions under his/her responsibility. Incumbent determines goals and objective that require additional emphasis, determines the best approach to resolve resource short falls, and plans for long range staffing needs, including decisions on outsourcing. Position is closely involved with high-level program officials in the development of overall goals and objectives for assigned functions.

FACTOR 4, PERSONAL CONTACTS SUBFACTOR 4A-4 100 PTS

Contacts are with influential individuals from outside the employing agency such as executive levels officials of defense contractors, key staff of SES, flag or general officers, etc.

SUBFACTOR 4B-3 100 PTS

The purpose of contacts is to justify, defend, or negotiate in representing the project, program, or organizational unit directed, in obtaining or

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committing resources, and in gaining compliance with established policies, regulations, or contracts.

FACTOR 5, DIFFICULTY OF TYPICAL WORK DIRECTED LEVEL 5-8 1030 PTS

Highest level of base work supervised is GS-13 or higher.

FACTOR 6 OTHER CONDITION LEVEL 6-6 1325 PTS

Supervision and oversight at this level requires exceptional coordination and integration of a number of very important and complex program segments or programs of professional, scientific or technical work. Major decision made have a substantial impact on the program's success.

CRITICAL ACQUISITION POSITION AMENDMENT TO PD# 12035

"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."