

FF Special Retirement Coverage

Standard Position Description (SPD)# F 188

Certification of CSRS Primary (FF) coverage approval for the above SPD can be found in the signed OPM general coverage certification letter dated 07/29/91.

Certification of FERS Primary-Rigorous (FF) coverage approval for the above SPD can be found in the signed DOI general coverage certification sheet dated 10/02/91.

POSITION DESCRIPTION (Please Read Instructions on the Back)

(R) F191

1. Agency Position No.
F188

2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input checked="" type="checkbox"/> New <input type="checkbox"/> Other <i>(Show any positions replaced)</i>		3. Service <input type="checkbox"/> Hdqrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location		5. Duty Station		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 Financial Disclosure <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) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)				11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither		12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 3-Critical 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	Range/Forestry Technician*	GS	455/462	07		11/27/90
d. First Level Review						
e. Recommended by Supervisor or Initiating Office	Range/Forestry Technician*	GS	455/462	07	mlh	09/25/90

16. Organizational Title of Position (if different from official title)
Assistant Hotshot Crew Superintendent

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment DEPARTMENT OF THE INTERIOR		c. Third Subdivision	
a. First Subdivision Bureau of Land Management		d. Fourth Subdivision	
b. Second Subdivision		e. Fifth Subdivision	

19. Employee Review—This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee (optional)

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		b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)	
		L. BARKOW Ch Fire & Aviation	
Signature	Date	Signature	Date
		(signed) L. BARKOW	JAN 18 1990

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
GS-455/462

Typed Name and Title of Official Taking Action
JULIET D. POWELL
Personnel Management Specialist

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
<i>Juliet D Powell</i>	11/27/90

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

24. Remarks
SUBJECT TO DRUG TESTING

*Interchangeable based upon primary vegetation of the unit.

Range/Forestry Technician, GS-455/462-7
Assistant Hotshot Crew Superintendent
Position No. F188

INTRODUCTION

This position is located in a Bureau fire suppression organization. The primary purpose of the position is to serve as a Category I Assistant Hotshot Superintendent working with the crew on the fireline, prescribed burning, equipment maintenance and repair, and similar projects.

See attached organization chart for crew size and composition.

MAJOR DUTIES

1. Assistant Hotshot Crew Superintendent

As assigned, supervises a Hotshot crew composed of 20 employees or small groups of crewmembers in fireline construction and burning out of fuels in rugged timber, mountainous terrain, or on open and rough ground for short periods of time.

Serves as a Hotshot Superintendent responsible for suppressing and controlling fires by applying knowledge of fire suppression methods, building fire lines, intentionally burning fuels within the fire perimeter, and patrolling lines. May supervise up to 100 individuals on fires. At fire, anticipates fire behavior, determines strategy and tactics, and directs the following activities: hot spot extinguishment; fire line construction; air tanker drops on the fire; paracargo drops of tools and supplies to safe zones near the fire. Coordinates with dispatchers for additional personnel or equipment. Directs helicopters used on fires to ferry personnel and supplies and to perform aerial reconnaissance. Directs the selection and construction of landing spots and the loading of helicopters internally or by external sling loads following prescribed loading weights.

Assists in establishing crew policies and procedures, resolving employee complaints.

Leads daily physical conditioning program to assure the crew's physical stamina for firefighting.

Assists in development and presentation of training for Hotshot crewmembers and other firefighters in physical conditioning, firefighting, use of tools and equipment, air operations, safety first aid, etc.

Assists in establishing and maintaining cooperative relations with local and State Governmental Agencies and the other Federal Agencies involved in or concerned with wild land fire management.

2. Performs other duties as assigned, such as:

Directs suppression crewmembers in the maintenance and repair of fire tools and equipment.

Directs crews in gathering and assembling fire inventory information.

Develops specific site burning plan. Gathers data and prepares site specific information for Environmental Assessment Reports. Directs prescribed fire activities or acts as crewmember as assigned.

Supervises the crew in performing assigned resource projects ensuring work meets established standards.

FACTORS

1. Knowledge Required by the Position

Knowledge of State and Federal Fire Regulations and other fire agencies' policies and procedures in suppression of fires to perform fire suppression assignments and work with individuals in other agencies on suppression.

Knowledge of personnel, fiscal, and property and purchasing guidelines and procedures is required in order to carry out the supervisory duties of the position.

Prior firefighting experience is required in order to effectively serve as a crew supervisor or incident commander in suppression of wild fires.

Thorough knowledge of wild fire suppression techniques sufficient to determine strategy and tactics and to direct up to 100 firefighters in the following activities: air tanker drops; hot spot extinguishment; building of fire lines and correction of construction errors; prescribed fire operations; determination of fire behavior; using tools such as chain saws, pumps, hand tools, etc.

Thorough knowledge of Hotshot crew organization and safety procedures sufficient to successfully lead a 20 person Hotshot crew in the rapid construction of fire lines in rugged timber, mountainous terrain, tundra, or on open ground.

Knowledge of air operations, safety procedures sufficient to direct the construction of temporary landing areas for helicopters and loading or unloading of hovering helicopters by sling operations; assures that proper aviation transportation procedures are followed.

Communicates well orally and uses hand radios to direct suppression activities of up to 100 firefighters.

2. Supervisory Control

Work is assigned in terms of priorities and objectives to be achieved. Employee independently determines methods of achieving objectives based on personal experience, training, judgment, existing guidelines, and established procedures/policies. Works independently for short periods of time on segments of larger projects. Work is reviewed primarily in terms of results achieved.

3. Guidelines

Guidelines include BLM and USFS fire suppression manuals. These guides provide a framework for following fire suppression operations. On the fire line the employee must apply judgment in determining the best method for achieving control of wild fires by deciding upon suppression tactics and need for additional firefighters or equipment.

In performing prescribed burning and other fire suppression duties, the employee adapts guidelines and procedures to meet the specific situations involved. The employee analyzes problems and recommends changes in the local procedures.

4. Complexity

On a recurrent basis, the employee is required to supervise a 20 person Hotshot crew in all phases of fire suppression. The employee must consider various factors influencing wild fire behavior such as fuels, weather, and topography. These factors often hinder suppression efforts, aggravate the establishment of fire lines and threaten the crew's personal safety. Work is performed for a variety of entities with different operating policies and procedures. The employee must evaluate the above conditions in order to serve as an effective supervisor of a Hotshot crew.

In performing other fire suppression technical work, the employee makes decisions/recommendations based upon a limited variety of on-site situations within accepted practices and techniques. Additional assistance is available in instances where accepted practices do not meet a specific need.

5. Scope and Effect

The primary purpose of the work is to swiftly gain control of wild fires by supervising a Hotshot crew that is highly trained in all aspects of firefighting. This firefighting force directly impacts preservation of wildlife and range habitat, protects the local economy, and protects both public and private properties in the United States.

6. Personal Contacts

Personal contacts include all levels of BLM personnel, pilots, other Agency personnel, land managers, volunteer fire departments and the general public.

7. Purpose of Contacts

Contacts with other Hotshot personnel and other BLM supervisors occur daily to receive assignments. Contacts with local volunteer fire departments and other agencies' personnel are required to brief them during fire suppression activities. Contacts with employees are to lead and accomplish work assignments.

8. Physical Demands

Work involves extreme physical exertion including carrying packs for several miles through rugged terrain and up to 19-hour shifts while working on the fire line. As a red-carded line firefighter, the employee must meet the established physical and/or step test requirements for the position.

9. Work Environment

The majority of work is performed outdoors in a wide variety of weather and terrain conditions. The work requires the use of special safety equipment such as protective clothing and hard hats. Meals frequently consist of cold 'MRE' rations, and sleeping facilities are small tents and sleeping bags.

Employee risks death or serious injury during firefighting.