



**U.S. DEPARTMENT OF THE INTERIOR**  
**Certification of Position Approval for Retirement**  
**Under**  
**5 USC 8336(c) and 8412(d)**

Approved under the Civil Service Retirement System, 5 USC 8336(c)

Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Primary - Rigorous

Bureau: of Land Management - Bureau

Classification Title: Student Trainee

Organization Title: Fire Crewmember

Position Number: F062 Series and Grade: GS-0499-03

**RECOMMENDATION FOR COVERAGE REVIEW:**

Primary rigorous coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

Primary duties are directly connected with the control and extinguishment of fires. Duties are rigorous and employment is limited to young and physically vigorous individuals.

The purpose of this position is to serve as a firefighting crewmember on an engine, helitack or hand crew. The employee may be assigned specific tasks as part of the crew's efforts. Other duties generally involve the maintenance and repair of firefighting tools and equipment, receiving firefighting training, or other similar work.

Tom Dunt

Bureau Program Designee

3-8-99

Date

Marcia L. Scifres

DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres

03/02/99

Date

Lester K. Rosenkrance

Director, Office of Fire and Aviation (BLM), Lester K. Rosenkrance

3/8/99

Date

**APPROVAL** The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date. Approval is by DOI Secretary's Designee:

Mari Barr

Mari Barr, Secretary's Designee

3/23/99

Date

## POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS  NMSO	2. NAME OF INCUMBENT
--------------------------------------	----------------------

3. ORGANIZATIONAL LOCATION  AS SHOWN ON CURRENT DESCRIPTION;  AS HEREBY AMENDED

11a. \_\_\_\_\_ d. \_\_\_\_\_

b. \_\_\_\_\_ e. \_\_\_\_\_

c. \_\_\_\_\_

4. CSC TITLE AND BUREAU POSITION NO. Student Trainee, Range/Forestry Aid PD # F062	SCHEDULE GS	SERIES 499	GRADE 3
--	----------------	---------------	------------

SAME AS PRESENT; AMENDED FOR:  CSC TITLE.  POS. NO.  SCHEDULE.  SERIES.  GRADE

### CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED IN THIS AMENDMENT.

\_\_\_\_\_  
(Signature of Supervisor)

\_\_\_\_\_  
(Date)

TITLE \_\_\_\_\_

6. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.

*Rita Montoya* 2/11/99  
\_\_\_\_\_  
(Signature of Official Exercising Classification Authority) (Date)

Rita Montoya  
Personnel Management Specialist

TITLE \_\_\_\_\_

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE, AND THE ADDITIONS, DELETIONS, OR OTHER REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

Standard PD No. F062, Range/Forestry Aid, GS-455/462-3, being amended to reflect change in series to 499 and position title to Student Trainee.

Department of Interior, FF/LE Retirement Team Specialist *W. Burch*

This PD has been approved as follows under 5USC 8336(c) and 8412(d):

Firefighter \_\_\_\_\_ Law Enforcement

Primary \_\_\_\_\_ Secondary/Administrative \_\_\_\_\_ Secondary/Supvy

Approval Date March 23, 1999

## POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS <i>Standard PD - Bureauwide</i>	2. NAME OF INCUMBENT
---	----------------------

3. ORGANIZATIONAL LOCATION  AS SHOWN ON CURRENT DESCRIPTION:  AS HEREBY AMENDED

11a. \_\_\_\_\_ d. \_\_\_\_\_  
 b. \_\_\_\_\_ e. \_\_\_\_\_  
 c. \_\_\_\_\_

4. CSC TITLE AND BUREAU POSITION NO. <i>Range Forestry Aid (Fire Crewmember)</i>	F062	SCHEDULE <i>GS</i>	SERIES <i>455/ 462</i>	GRADE <i>03</i>
<input checked="" type="checkbox"/> SAME AS PRESENT; AMENDED FOR: <input type="checkbox"/> CSC TITLE <input type="checkbox"/> POS. NO. <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SERIES <input type="checkbox"/> GRADE				

### CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED IN THIS AMENDMENT.  <div style="text-align: center; font-size: 2em; transform: rotate(-30deg); opacity: 0.5;">not applicable</div> _____ <small>(Signature of Superior) (Date)</small>	6. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED. Applies only to PD classified <u>11/21/90</u> No change classification of PD.  <div style="text-align: center;"> <i>Mary Henderson</i> <u>3/23/92</u>  <small>(Signature of Official Exercising Classification Authority) (Date)</small> </div> TITLE <u>Classification &amp; Wage Specialist</u>
--	---

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE, AND THE ADDITIONS, DELETIONS, OR OTHER REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER. The following special retirement coverage information is added:

"This position is covered as a basic/rigorous position under the special retirement for law enforcement officers and firefighters (CSRS/FERS)."

References: CSRS coverage: OPM letter dated 7/29/91, number 2:910-980-402  
 FERS coverage: DI letter dated 10/2/91, number \_\_\_\_\_

All basic/rigorous firefighter and law enforcement officer positions are subject to:

- The arduous physical requirements of the GS-455/462 or GS-1811 series (for firefighters this also includes the Step Test)
- The maximum entry age policy that all appointments are subject to a maximum entry age of 35 or the applicant must have a combination of Federal service which would permit the employee to retire at age 55.
- The 7-1/2% special retirement deductions are mandatory for all permanent positions.

Under FERS regulations employees in firefighter/law enforcement organizations may within six (6) months of entering the position or after any significant change in the position, formally and in writing seek a change in coverage determination under 5 USC 842.804(c).

Under CSRS regulations employees in firefighter/law enforcement organizations must within sixty (60) days of an agency notice regarding the coverage of their position request a reconsideration of the determination following the procedures in 5 USC 831.908.

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

1. Agency Position No.

F062

2. Reason for Submission

Redescription  New  
 Reestablishment  Other

3. Service

Hdqtrs.  Field

4. Employing Office Location

5. Duty Station

6. OPM Certification No.

Explanation (Show any positions replaced)

7. Fair Labor Standards Act

Exempt  Nonexempt

8. Financial Statements Required

Executive Personnel Financial Disclosure  Employment and Financial Interests

9. Subject to IA Action

Yes  No

10. Position Status

Competitive  
 Excepted (Specify in Remarks)  
 SES (Gen)  SES (CR)

11. Position is:

Supervisory  
 Managerial  
 Neither

12. Sensitivity

1-Non-Sensitive  3-Critical Sensitive  
 2-Noncritical Sensitive  4-Social 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 Aid*	GS	455/462	03		11/21/90
d. First Level Review						
e. Recommended by Supervisor or Initiating Office	Range/Forestry Aid*	GS	455/462	03	mlh	05-25-9

16. Organizational Title of Position (if different from official title)

Fire Crewmember

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)

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 re 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

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

*Juliet D Powell*

11/21/90

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.

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

Range/Forestry Aid, GS-455/462-3  
Fire Crewmember  
Position No. F062

### INTRODUCTION

This position is located within a BLM fire suppression organization. The purpose of this position is to serve as a firefighting crewmember on an engine, helitack, or hand crew. Other duties generally involve the maintenance and repair of firefighting tools, receiving firefighting training, or other similar work.

### DUTIES

A. The primary purpose of this position is to serve as a firefighter performing the following duties:

Serves as a trained crewmember on either an engine, helitack, or hand crew. Utilizes a variety of specialized tools, equipment, and techniques while actively suppressing wildfires.

Performs basic fireline activities such as line construction, hose layout, operation of pumps and accessories, lopping and scattering of fuels using hand tools, and holding/patrol/mop-up operations.

May assist other trained personnel in more specialized assignments such as tree falling, backfire and burnout, mobile and stationary engine attack, construction of helispots, helitack operations, and performing hover hookups.

Functions as a crewmember during prescribed burns.

B. Maintains and reconditions tools/equipment/vehicles assigned to the crew. Performs facility and cache maintenance duties.

C. Participates in fire and safety training in the techniques, practices, and methods of fire suppression and in the safe, efficient operation and use of tools, equipment and vehicles used in fireline activities, with emphasis on those used in the particular function to which assigned. Participates in crew proficiency checks and drills. Participates in safety sessions and fire critiques. Ensures own and others' welfare and safety in all aspects of the assignments.

D. Performs non-suppression projects as assigned.

### FACTORS

#### Factor 1, Knowledge Required by the Position

Knowledge of standard fire suppression tactics, methods and procedures and skill in the use of wildland firefighting handtools, pumps and hoses, and chain saws sufficient to perform routinely assigned fire suppression and prescribed fire assignments and to maintain firefighting tools and equipment.

Working knowledge of fire behavior and accepted fire safety practices and procedures.

Ability to communicate effectively under hazardous conditions in remote areas.

Must have the physical requirements for the position.

Must have a valid state drivers license prior to reporting for duty.

#### Factor 2, Supervisory Controls

Assignments are accompanied by clear, detailed, and specific instructions. Due to the nature of firefighting operations, employees typically have some responsibility to work independently within the training and safety precautions provided. The supervisor or the designated work leader works with the crew providing overall guidance and direction and ensuring established policies and procedures are carried out. Work is reviewed as it is performed.

#### Factor 3, Guidelines

Specific training and guidelines are provided on firefighting operations, the use and maintenance of firefighting tools and specialized equipment, and on fire safety precautions and the use of safety equipment. Additional guidelines are provided as specific assignments are made. Normally the employee works as a crewmember in strict adherence to the guidelines provided. Upon occasion the employee may work independently but the assignments seldom are of a type where independent decisions deviating from established procedures and guidelines can be made.

#### Factor 4, Complexity

Assignments are generally as a crewmember and are therefore limited in the amount of creativity or originality the employee can exert. The complexity of the work is primarily in relation to the hazards encountered and the physical demands of the work.

#### Factor 5, Scope and Effect

The work involves repetitive tasks carried out as a crewmember under the direction of a work leader/supervisor. The work performed facilitates the goals of the crew.

#### Factor 6, Personal Contacts

As a member of an organized crew, contacts are generally limited to other crewmembers and the supervisor.

#### Factor 7, Purpose of Contacts

The purpose of the contacts is to receive information relating to the assignments, and to clarify how the work is to be done.

#### Factor 8, Physical Demands

This firefighting position may require strenuous physical labor on active fire lines or in the mop-up of fires on a recurring basis. The employee is also subject to injuries in the maintenance and repair of tools and equipment. The employee must meet the established step test and arduous physical requirements for the position.

Factor 9, Work Environment

This position includes recurring field assignments with various terrain, weather, smoke, and fire conditions and may require working in semi-primitive conditions for extended periods of time. Special safety precautions and the use of safety equipment is required.