**Master Record Number: FS3086**

**Pay Plan/Title/Series/Grade: Biological Science Technician (Plants), GS-0404-07**

**FLSA Code: Non-Exempt**

**INTRODUCTION**

Serves as a technical assistant responsible for the collection, organization, and analysis of data for botanical species and plant habitats on a National Forest.

**MAJOR DUTIES**

Independently, or as a crew leader, plans, participates, and conducts a variety of field studies of native and non-native botanical species and their habitats. Coordinates with resource specialist in planning work. Develops plans to collect data for use in habitat and species condition analyses. Collects survey and inventory data to determine species identity, population characteristics, environmental conditions, and factors affecting the vigor and extent of the species and their habitat. Keeps records of all data and produces maps of survey areas.

Schedules, organizes, and executes botanical projects involving native and/or non-native species. Resolves common administrative and safety concerns related to the projects. Improves, adapts, and develops techniques, methods, and equipment based on experience, practical knowledge, and prescribed procedures. Determines need and recommends equipment requirements for botanical projects and assures equipment is operational and available when needed.

Compiles and summarizes the data obtained from surveys, inventories, biological evaluations, and monitoring. Uses computer systems and associated software for recording, organizing, storing, and analyzing data. Provides detailed reports on work methods, data collected, and project monitoring. Evaluates data and makes recommendations for improvement of habitat. Provides data to resource specialist after checking for discrepancies and inconsistencies. Assists with analysis, interpretation, and refinement of botanical data, and development of reports.

Independently organizes work efforts with other technicians, professionals, and scientists who are involved with relevant projects. Meets with others in order to plan and coordinate work efforts, discuss technical requirements, and present study findings or to discuss technical problems encountered or anticipated during project work.

**FACTOR STATEMENTS**

**Factor 1. Knowledge Required by the Position Factor Level 1-5 750 Points**

Knowledge of the basic theories and practices of biological science sufficient to analyze findings and make recommendations for changes.

Knowledge of local flora, both native and non-native.

Knowledge of the technical processes, procedures, and techniques related to biological science samples, measurements, and analysis, and ability to modify or adapt procedures to improve efficiency of the project.

Ability to follow safety and health procedures, write technically accurate papers, and train others.

Knowledge of computer software required for data input, retrieval, and routine analysis of data.

Ability to operate motor vehicles, other motorized equipment, and to use hand tools and forestry instruments.

**Factor 2. Supervisory Controls Factor Level 2-3 275 Points**

Supervisor provides information on the objectives of the assignment and any unusual procedures for accomplishment.

The incumbent exercises initiative in developing solutions to common technical and procedural problems such as changes in priorities, need for extended field time, minor need for additional equipment or personnel, and other such comparable issues.

The incumbent keeps the supervisor informed of progress and advises when problems develop during the course of the work, which might affect results.

Completed work is reviewed by the supervisor for adequacy of results.

**Factor 3. Guidelines Factor Level 3-2 125 Points**

Procedures and instructions are available for most of the work. Supervisor provides guidance on unusually complex aspects of the project, or new procedures to be followed.

Employee uses judgment in applying or adapting guidelines to meet the current situation.

**Factor 4. Complexity Factor Level 4-3 150 Points**

Performs a wide variety of procedures and steps involving sample collection, preparation and analysis.

Judgment is required in selecting methods for a particular survey to gain the desired results.

Incumbent must maintain accurate records of tests and/or results and observes, recognizes, and records variants in procedures.

Incumbent draws tentative conclusions and makes suggestions for improvements in methodology.

**Factor 5. Scope and Effect Factor Level 5-3 150 Points**

The work involves applying both standard and unique, state-of-the-art practices and techniques to complete the project assigned.

The results of the work directly affect the accuracy, reliability, and acceptability of the investigations, which are the basis for longer-range plans.

**Factor 6. Personal Contacts Factor Level 6-2**

Personal contacts are with employees in the agency and with staff of cooperating agencies and organizations. In some work situations, personal contacts may be with the public, contractor personnel, or special users, e.g., special interest groups.

**Factor 7. Purpose of Contacts Factor Level 7-b 75 Points**

Contacts are necessary to obtain, clarify, and exchange information related to the work, to assist in planning and coordinating work efforts, and to resolve problems.

**Factor 8. Physical Demands Factor Level 8-2 20 Points**

The work requires strenuous physical exertion, including walking over rough, steep, uneven, or rocky surfaces, recurring bending and stooping, reaching, or similar activities.

Normal color and stereovision is essential for accurate recognition of various plant species or discolored, injured vegetation.

**Factor 9. Work Environment Factor Level 9-2 20 Points**

Work is performed in a forest environment where terrain is often uneven, steep, rocky, and covered with thick vegetation, and where there is exposure to extremes of weather and temperature, and in aircraft, office, and laboratory environments. The employee may be required to use protective clothing and equipment.

**Total Points:** 1565

**Point Range:** 1355-1600 = GS-07

**References Used:** Grade Level Guide for Aid and Technical Work in the Biological Sciences Series, GS-0400, TS-111, December 1991.

**Source Documents:** USDA, Administrative and Financial Management; Biological Science Technician (Plants), GS-404-7 PD, Standard Job #404-07, August 14, 1996.

**Classification Delegate: Vincent E. Andrews**

**Date Classified: April 1, 2013**

**Position Designation Record**

**Agency FS**

**Position Title Biological Science Technician (Plants)**

**Series and Grade/Pay Band GS-0404-07**

**Position Description Number FS3086**

**Designator's Name & Title Vickie Huelster, HR Specialist**

**National Duties Degree of Potential for Compromise or Damage**

**Potential for Compromise or Damage**

**Duties Degree of Potential for Compromise or Damage**

**Adjustment for Program Designation and Level of Supervision**

**Adjustments Label**

**Adjustment for Scope of Program and Correlation to Extent of Impact (see definitions)**

**Adjustment for level of supervision or other controls**

**Total Points Designation**

**Label Points**

**Total Initial Position Designation Points from Step 2**

**Adjusted Position Designation Points from Step 3**

 **Investigation Form Required**

**T1 SF 85**

**Sensitivity Risk Level**

**Non-Sensitive Low Risk**

**Signature: /s/ Vickie L. Huelster**

**Date: 12/07/16**

**Name: Vickie Huelster**