

DEPARTMENT OF TRANSPORTATION  
OFFICE OF THE SECRETARY

Action Date:

For Information Only

DEPARTMENTAL PERSONNEL MANUAL

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DPM BULLETIN NO. 511-79

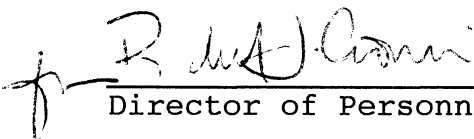
DATE: MAR 25 1992

SUBJECT: Classification Update

Attached for your information is an update on recently issued classification standards for the General Schedule and Federal Wage System (Attachment 1). Please check your records to ensure that you have received copies of all of these issuances.

Also attached to this bulletin is a copy of standards projects that are now underway at the Office of Personnel Management (OPM) (Attachment 2). Many of these have already been circulated for review within the Department and will be soon issued in final. We greatly appreciate the time and effort provided by the Departmental operating personnel offices in the review of the numerous draft standards that OPM has provided to us for test application during the last year.

Any questions on the information contained in this bulletin may be addressed to Gail Batt of my staff on 366-9448.

  
Director of Personnel

Attachments

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OFFICE OF PERSONNEL MANAGEMENT  
Office of Classification

Position Classification Standards  
Transmittal Sheet Issuances  
January 1990 - February 1992

GS POSITION CLASSIFICATION STANDARDS

TS-111, December 1991	GS-400, Grade Level Guide for Aid and Technician Work in the Biological Sciences GS-404, Biological Science Technician Series GS-421, Plant Protection Technician Series GS-421, Plant Protection Technician Series - Flysheet - Rescinded GS-455, Range Technician Series GS-458, Soil Conservation Technician Series GS-462, Forestry Technician Series GS-704, Animal Health Technician Series
TS-110, November 1991	GS-382, Telephone Operating Series GS-385, Teletypist Series - STD Superseded by GS-390 GS-388, Cryptographic Equipment Operations Series - Standard Superseded by GS-390 Standard GS-389, Radio Operating Series - Standard Superseded by GS-390 Standard GS-390, Communications Relay Operation Series GS-392, General Telecommunication Series - Flysheet GS-675, Medical Record Technician Series GS-1722, School Administration Series - Rescinded GS-1724, Elementary Teaching Series - Rescinded GS-1726, Secondary Teaching Series - Rescinded GS-1728, Special Education Series - Rescinded
TS-109, October 1991	GS-1700, Education Group Standard & Explanatory Memorandum - Rescinded GS-1701, General Education and Training Series GS-1702, Education and Training Technician Series

GS POSITION CLASSIFICATION STANDARDS (cont'd)

	GS-1710, Education and Vocational Training Series
	GS-1720, Education Program Series
	GS-1730, Education Research Series
	GS-1740, Education Services Series
TS-108, September 1991	GS-081, Fire Protection and Prevention Series
	GS-334, Computer Specialist Series - Explanatory Memorandum - Rescinded
September 1991	Handbook of Occupational Groups and Series
TS-107, August 1991	Classifier's Handbook Introduction to the Position Classification Standards (Note: OPM will distribute during 9/91)
TS-106, June 1991	Pages 7 & 8 of the Grade Level Guide for Compliance Work GS-334, Computer Specialist Series GS-2143, Traffic Management Series
TS-105, June 1991	Alphabetical Index to Position Classification Standards Code Structure Index to Position Classification Standards Abolished the Guide for the Appraisal of Scientific Positions
TS-104, May 1991	GS-1712, Training Introduction Series GS-1740, Education Services Series GS-1750, Instructional Systems Series
TS-103, May 1991	Grade Evaluation Guide for Visual Art Work GS-1008, Interior Design Series (Flysheet) GS-1010, Exhibits Specialist Series GS-1020, Illustrating Series GS-1084, Visual Information Series
TS-102, March 1991	GS-270, Federal Retirement Benefits Series GS-669, Medical Records Administration Series
TS-101, January 1990	Grade Evaluation Guide for Compliance Work GS-249, Wage and Hour Compliance Series GS-482/486, Fishery Biology Series/Wildlife Biology Series

GS POSITION CLASSIFICATION STANDARDS (cont'd)

TS-100, November 1990      Introduction to the Position Classification Standards, pages 17 & 18  
Office Automation Grade Evaluation Guide  
Typing and Stenography Grade Evaluation Guide  
GS-312, Clerk-Stenographer and Reporter Series  
GS-322, Clerk-Typist Series  
GS-326, Office Automation Clerical and Assistance Series

TS-99, October 1990      GS-647, Diagnostic Radiologic Technologist Series  
GS-649, Medical Instrument Technician Series

TS-98, August 1990      Administrative Analysis Grade Evaluation Guide  
GS-343, Management and Program Analysis Series

TS-97, July 1990      GS-544, Civilian Pay Series  
GS-545, Military Pay Series  
GS-2154, Traffic Assistance Series

TS-96, May 1990      GS-485, Wildlife Refuge Management Series  
GS-1630, Cemetery Administration Series

TS-95, March 1990      Grade Level Guide for Test and Evaluation Work in Engineering and Science Occupations

TS-94, March 1990      GS-391, Telecommunications Series  
GS-1102, Contracting Series, pgs. 1 & 2

TS-93, January 1990      Introduction to the Position Classification Series

FWS Job Grading System Standards (January 1990 - May 1991)

TS-63, February 1992      7404, Cook  
7408, Food Service Worker

TS-62, January 1992      5705, Tractor Operator

TS-61, April 1991      4607, Carpenter  
5703, Motor Vehicle Operator

TS-60, March 1991      5402, Boiler Plant Operator

TS-59, January 1991      5803, Heavy Mobile Equipment Mechanic

FWS Job Grading System Standards (cont'd)

TS-58, September 1990	6907, Materials Handler
TS-57, June 1990	5823, Automotive Mechanic
TS-56, March 1990	6912, Material Examiner & Identifier Definitions of Trades & Labor Job Families & Occupations

# OFFICE OF CLASSIFICATION

## February 26, 1992

### STANDARDS PROJECTS

#### GENERAL SCHEDULE

1. *GS-028, ENVIRONMENTAL PROTECTION SPECIALIST--On hold*
2. *GS-072, FINGERPRINT IDENTIFICATION--On hold*
3. *GS-102, 181, 186, GRADE EVALUATION GUIDE FOR SOCIAL SCIENCE AID & TECHNICIAN, PSYCHOLOGY AID & TECHNICIAN, AND SOCIAL SERVICES AID & ASSISTANT WITH SCS<sup>1</sup>--Draft in OPM clearance<sup>2</sup>*
4. *GS-185, SOCIAL WORK SERIES--Draft being developed*
5. *GS-204, MILITARY PERSONNEL CLERICAL & TECHNICIAN--Draft being developed*
6. *GS-205, MILITARY PERSONNEL MANAGEMENT--Draft being developed*
7. *GS-344, MANAGEMENT CLERICAL & ASSISTANCE--Draft being developed*
8. *GS-382, TELEPHONE OPERATOR--Final issued*
9. *GS-390, TELECOMMUNICATIONS PROCESSING--Final issued*
10. *GS-403, MICROBIOLOGY--On hold*
11. *GS-404, 421, 455, 458, 462, GRADE EVALUATION GUIDE FOR BIOLOGICAL SCIENCE TECHNICIAN WITH SCS--Final issued*
12. *GS-454, RANGE CONSERVATION--Draft in OPM clearance*
13. *GS-512, INTERNAL REVENUE AGENT--Draft out for comment*
14. *GS-675, MEDICAL RECORDS TECHNICIAN--Final at printer*
15. *GS-807, LANDSCAPE ARCHITECTURE--Factfinding*
16. *GS-810, CIVIL ENGINEERING--Draft in OPM clearance*
17. *GS-809, 828, GRADE EVALUATION GUIDE FOR CONSTRUCTION CONTROL & CONSTRUCTION ANALYST WITH SCS--Draft being developed*
18. *GS-861, AEROSPACE ENGINEERING--Factfinding*
19. *GS-963, 986, LEGAL INSTRUMENTS EXAMINING WITH LEGAL CLERK & TECHNICIAN SCS--Final issued*
20. *GS-967, PASSPORT & VISA EXAMINING WITH SCS--Draft in OPM clearance*

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<sup>1</sup>"SCS" means series coverage standard(s)

<sup>2</sup>"Draft in OPM clearance" means the draft is in the management review, edit, and approval process

21. **GS-1060, PHOTOGRAPHY--Final being developed<sup>3</sup>**
22. **GS-1071, AUDIO-VISUAL PRODUCTION--Final being developed**
23. **GS- 1082, 1083, GRADE EVALUATION GUIDE FOR WRITING & EDITING WITH SCS--Final in OPM clearance**
24. **GS-11XX, GRANTS MANAGEMENT--Draft in OPM clearance**
25. **GS-1103, INDUSTRIAL PROPERTY MANAGEMENT--Draft being developed**
26. **GS-1104, PROPERTY DISPOSAL--Final being developed**
27. **GS-1105, PURCHASING--Final being developed**
28. **GS-1106, PROCUREMENT CLERICAL AND ASSISTANCE--Final being developed**
29. **GS-1107, PROPERTY DISPOSAL CLERICAL AND TECHNICIAN--Final being developed**
30. **GS-1140, TRADE SPECIALIST--Draft being developed**
31. **GS-1150, INDUSTRIAL SPECIALIST--Draft being developed**
32. **GS-1152, PRODUCTION CONTROL--Final in OPM clearance<sup>4</sup>**
33. **GS-1160, FINANCIAL ANALYSIS--Draft being developed**
34. **GS-1165, LOAN SPECIALIST--Draft being developed**
35. **GS-1169, INTERNAL REVENUE OFFICER--Draft being developed**
36. **GS-1170, REALTY--Final being developed**
37. **GS-1171, APPRAISING--Final in OPM clearance**
38. **GS-1176, BUILDING MANAGEMENT--Final being developed**
39. **GS-1306, HEALTH PHYSICS--Final issued**
40. **GS-1410, 1411, 1412, LIBRARIAN, LIBRARY TECHNICIAN, AND TECHNICAL INFORMATION SERVICES--  
Draft(s) being developed**
41. **GS-1515, OPERATIONS RESEARCH--Final in OPM clearance**
42. **GS-1601, GENERAL FACILITIES AND EQUIPMENT--On hold**
43. **GS-1640, FACILITIES MANAGEMENT--On hold**
44. **GS-1654, PRINTING MANAGEMENT--Draft in OPM clearance**
45. **GS-1670, EQUIPMENT SPECIALIST--Draft out for comment**
46. **GS-2001, 2003, 2010, 2030, 2032, 2050, GRADE EVALUATION GUIDE FOR SUPPLY GROUP,  
(TWO-GRADE INTERVAL WORK) WITH SCS--Final being developed**

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<sup>3</sup>"Final being developed" means that the comments are being analyzed and the final is being written.

<sup>4</sup>"Final in OPM clearance" means the final is in the management review, edit, and approval process