

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No. **NL12655**

2. Reason for Submission: Redescription, Reestablishment, New, Hdqtrs., Field, Other

3. Service: Hdqtrs., Field

4. Employing Office Location: **Orlando, FL**

5. Duty Station: _____

6. OPM Certification No.: _____

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, 2 - Noncritical Sensitive, 3 - Critical Sensitive, 4 - Special Sensitive

13. Competitive Level Code: **11EG/11GE/11GF**

14. Agency Use: _____

Explanation (Show any positions replaced):
Replaces: NL12519

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						
d. First Level Review	Interdisciplinary Computer Engineer/Electronics Engineer/Computer Scientist	GS	0854/0855/1550	11		
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 (DA)**

c. Third Subdivision: **Directorate for Engineering and Technology Development (E)**

a. First Subdivision: **U.S. Army Materiel Command (AMC)**

d. Fourth Subdivision: _____

b. Second Subdivision: **Simulation, Training and Instrumentation Command (STRICOM)**

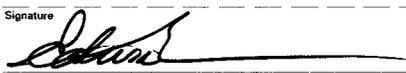
e. Fifth Subdivision: _____

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

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: **Edwin A. Trier, Acting Director for Eng & Tech Development**

b. Typed Name and Title of Higher-Level Supervisor or Manager (optional): _____

Signature:  Date: **5/10/02**

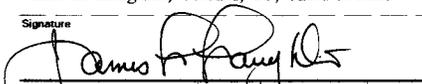
Signature: _____ Date: _____

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: **OPMPCS for Comp Eng Series, GS-0854, Jan 88, TS-83, Jul 99; OPMPCS for Elect Eng Series, GS-855, Feb 71, TS-3, Jul 99; OPMPCS for Comp Science Series, GS-1550, Jan 88, TS-83, Jul 99; OPMGGEG for Nonsupv Pro Eng Posi GS-800, TS-6, Jun 71.**

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.

Typed Name and Title of Official Taking Action: **James L. Laughlin, Colonel, GS, Chief of Staff**

Signature:  Date: **13 May 02**

Signature: _____ Date: _____

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

24. Remarks: **This is a developmental position training to the full performance level of PD #NL12654. The duties assigned prepare the employee for full performance in the career ladder; are performed under closer supervision, and are commensurate with the grade for the position. Promotion is based on satisfactory performance, recommendation of the supervisor, the availability of funds, and work at the higher level. This is not a complete description without the full performance level PD #NL12654 attached. NON-CRITICAL ACQUISITION POSITION: The employee must meet DoD 5000.52-M requirements applicable to the duties of the position. BUS:**

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

INTRODUCTION

Position located in one of the divisions within the Directorate for Research and Engineering Management (E) of Simulation, Training and Instrumentation Command (STRICOM), a major subordinate command of the U.S. Army Materiel Command (AMC). The mission of STRICOM is to provide centralized management and direction for all research, development, acquisition and fielding of Army training devices, simulations and simulators; instrumentation, targets and threat simulation; and Distributed Interactive Simulation (DIS). The commander centrally directs, coordinates, and supports the materiel development, acquisition and sustainment activities through the matrix organization and four Project Managers. These divisions perform technology-based management, concept formulation, acquisition management and technical contract management of simulations, simulators, training systems and instrumentation projects assigned to STRICOM. The duties performed by incumbent will include system and software engineering, of routine complexity, required to support the acquisition and life cycle management of STRICOM systems which involves the design, integration, test and management of complex systems composed of hardware, computers, software, interfaces, simulation and instrumentation hardware.

MAJOR DUTIES

1. Provides input to technical evaluation of contractor's performance. Serves as technical representative at progress reviews, design reviews, acceptance testing and technical interchange meetings with contractors. Provides technical guidance and clarification to contractor on Work Statement (WS), Specification and Contract Data Requirements List (CDRL). Consults with subject matter experts (SMEs) to obtain technical guidance relating to on-going projects. Addresses contractor's needs, questions and change proposals regarding technical, cost and schedule risks. Ensures projects are within established resource limits and remain on target with milestone schedules. Keeps lead engineer, management, project director, users and other team members informed of project status. Provides technical requirements continuity from concept through design, test and fielding.

30%

2. As an assistant to the technical members of a project team, prepares input to technical sections of acquisition packages (Request for Proposal - RFP) for assigned projects which includes technical performance and verification specifications, WS, CDRL, contract schedule and proposal evaluation plan. Supports the defense or justification of acquisition packages to the acquisition authority. Evaluates contractors' proposals for technical content, applicability to RFP, best value and schedule impact. As an assistant to the evaluation team, prepares routine portions of proposal evaluation reports; obtains and formats useful information as the lead engineer defends and justifies for acquisition authority. Provides technical

input to clarify and evaluate contractor final proposals and makes recommendation to acquisition authority for award of contract. Serves as technical team member on concept formulation effort by performing the required engineering functions to explore and formulate materiel concepts for STRICOM's systems in accordance with the using organization's operations requirements document. Provides technical input to review, analyze, and clarify requirements and documentation through formal and informal meetings and discussions with SMEs. Conducts market surveys and analyzes make/buy decisions. Prepares trade off determinations (TOD), trade-off analysis (TOA), best technical approach (BTA), coordinated test plan (CTP), decision documents and associated resource and budget estimates. Assists the lead engineer with coordination through meetings and discussions with various user representatives the STRICOM position with rationale to attain a mutually agreeable best technical approach. Supports, in an assistant role, the fielding and sustainment of STRICOM systems through Engineering Change Proposals (ECPs), modification reviews and analysis by providing recommendations on these actions. Serves as technical team member on the acquisition of existing systems under the foreign military sales program.

45%

3. Serves as a SME in technical specialty areas of routine complexity, providing recommendations and technical documentation (synopses and point papers) to lead engineers, project directors and management on designated specialty areas as required. Specialty areas include: commercially available simulation processes focused at requirements engineering and artificial intelligence (expert systems, computer-generated forces, intelligent tutoring systems and natural language applications); commercially available tools focused at STRICOM employment for distributed processing, communications (analog, digital and networks), lasers, electro-optics, visual simulation (displays, data base modeling and image renderings), targets, computer systems and languages/techniques. Assists with the evaluation and execution of Small Business Innovation Research (SBIR), Advanced Concepts & Technology Phase 2 (ACT II), and Broad Agency Announcements (BAA) proposals related to virtual, constructive and live simulation, simulators, training systems, instrumentation and DIS requirements. Analyzes technical, cost and schedule risks. Supports the BAA, ACT II SBIR development as a subject matter expert. Supports the development of the long-range technology program plan for STRICOM. Assists with the evaluation and execution of technology base proposals related to virtual, constructive and live simulation, simulators, training systems, instrumentation and DIS requirements. Assists with the analysis of technical, cost and schedule risks, as well as the monitoring of resources and efforts of awarded proposals. Reviews industry's Independent Research and Development (IR&D) and makes recommendations on applicability to the STRICOM mission.

25%

Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of standard systems engineering, computer software and hardware principles to support the acquisition and life cycle management of electronic, computer based military systems or simulation, simulators, training systems and instrumentation projects.
- Knowledge of standard software management techniques to include: software requirements analysis and design methodologies, software metrics, software reuse, software documentation, independent verification and validation (IV&V) criteria, and post deployment software support (PDSS) criteria to ensure adequate performance of assigned systems in accordance with user requirements.
- Standard knowledge of test engineering and management techniques including Test and Evaluation Master Plan (TEMP) development and coordination through the Test Integration Working Group (TIWG) process.
- Basic knowledge of Department of Defense (DoD) materiel acquisition process, specifically the application of DoD 5000 series of regulations and AMC materiel acquisition practices including materiel release to support the acquisition of electronic, computer based military equipment or simulations, simulators, training systems and instrumentation projects.
- Knowledge of the application of current engineering commercial practice tools, as identified for SMEs, to advise on the routine processes involved with the conceptual design of electronic, computer based military equipment of simulation, simulators, training systems and instrumentation projects.
- Ability to analyze statistical and performance data that is helpful to perform market surveys, risk analysis, trade-off studies, baseline cost estimates and reliability, availability, maintainability (RAM) analysis needed to support the materiel acquisition decision making process.

Factor 1. Nature of Assignment:

This position serves as a technical representative for the Government's multi-disciplinary team for evaluation of contractor's performance. Incumbent serves as subject matter expert on assigned specialty area of electronic; computer based military equipment for simulation, simulators, training systems and instrumentation project to meet the needs of the Army. This position functions as an assistant staff advisor and consultant in the identification of potential simulation, training and instrumentation in a narrow area (i.e., electronic, computer based military equipment) based on future needs of the Army. The purpose of the work is to develop an effective

simulated environment for training, instrumentation and analysis of combat readiness and the effect of new combat weapon systems.

The projects assigned to the incumbent involve real-time interactive simulation and simulator systems whereby incumbent assists in bringing together a number of unrelated state-of-the art technologies and systems into a cohesive, affordable and practical solution. Incumbent assists in clarifying and evaluating contractor final proposals in making recommendation to acquisition authority for award of contract. Incumbent plans and conducts work for which precedent data, criteria, methods, or techniques are inadequate in some respects, or contain narrow gaps. Work improves, extends, or validates currently known precedents, data, methods, or techniques.

Factor 2. Level of Responsibility:

Incumbent is given assignments in terms of objectives, limits of the assignment, suggested overall plan of work, and type of results expected. Critical or unusual methods, techniques, and procedures are reviewed during the progress of the work, and specific suggestions are made concerning them.

Division Chief and/or Lead Engineer reviews completed work for validity of results, closely scrutinizes controversial or novel findings and recommendations for correctness of assumptions, detailed methods and techniques, and applicability to the work, but accept technical correctness of standard analyses, methods, and techniques.

Incumbent uses originality in planning assignments, in developing and modifying methods, techniques, and procedures, and others often use recommendations and findings as a basis for action.

Personal contacts are with management and other professionals within the Army. Participates in meetings or conferences within the Army to plan cooperative activities and to devise concerted approaches to problems, make factual reports and discuss technical problems of approach and analysis. Incumbent occasionally visits other Government establishments, universities, and industrial companies to obtain technical information relating to their assignments.

Training Plan for Interdisciplinary Engineer Career Ladder GS 05/07/09/11

GS-05 - 0854/0855/1550

- On-the-Job (OJT) training in either a technology area, or an acquisition program
- Attendance at conference/workshops (Candy Bar seminars, Spring/Fall Simulation Interoperability Workshop (SIW), The Interservice/Industry Training, Simulation and Education Conference (I/ITSEC))
- DAU Course - ACQ 101, Fundamentals of Systems Acquisition Management
- Upon successful completion will have met training requirements for next level

GS-07 - 0854/0855/1550

- OJT in either a technology area, or an acquisition program.
- Attendance at conference/workshops (Candy Bar seminars, Spring/Fall Simulation Interoperability Workshop (SIW), The Interservice/Industry Training, Simulation and Education Conference (I/ITSEC), other as identified by supervisor)
- DAU Course ACQ 201, Intermediate Systems Acquisition
- Attain Level I certification in SPRDE
- Upon successful completion will have met training requirements for next level

GS-09 - 0854/0855/1550

- OJT in either a technology area, or an acquisition program
- Attendance at conference/workshops (Candy Bar seminars, Spring/Fall Simulation Interoperability Workshop (SIW), The Interservice/Industry Training, Simulation and Education Conference (I/ITSEC), other as identified by supervisor)
- DAU Course Sys 201, Intermediate Systems Planning, Research, Development and Engineering
- Attain level II certification in SPRDE, Level I in Program Management
- Upon successful completion will have met training requirements for next level

GS-11 - 0854/0855/1550

- Principal Investigation on a small technology program or project engineer on a small acquisition program
- Attendance at conference/workshops (Candy Bar seminars, Spring/Fall Simulation Interoperability Workshop (SIW), The Interservice/Industry Training, Simulation and Education Conference (I/ITSEC), other as identified by supervisor)
- DAU Course SYS 301, Advanced Systems Planning, Research, Development and Engineering
- Attain Level III SPRDE
- Upon successful completion will have met training requirements for next level