

**Position Requirements Document Cover Sheet**

**Position Number: 12871**

**Classification:** Interdisciplinary, NH-\*\*\*\*-IV      **Opt (1):** Spvry General Engineer, 0801      **CL:** 437A  
**Local Title:**      **Opt (2):** Spvry Computer Engineer, 0854      **CL:** 437B  
**Employing Office Location:** Orlando, Florida      **Opt (3):** Spvry Electronics Engineer, 0855      **CL:** 437C  
**Duty Station:** Orlando, FL      **Opt (4):** Spvry Computer Scientist, 1550      **CL:** 437D

**Org Info:**      **Agency:** Assist. Secretary of the Army (Acquisition, Logistics and Technology) ASA(ALT)  
                   **1<sup>st</sup> Div:** Program Executive Office, Simulation, Training and Instrumentation (PEO STRI)  
                   **2<sup>nd</sup> Div:** Project Support Group  
                   **3<sup>rd</sup> Div:** Engineering Directorate  
                   **4<sup>th</sup> Div:**

**Supervisor's 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.

**Immediate Supervisor:** Edwin A. Trier

**Title:** Director, Research and Engineering

**Signature:** \_\_\_\_\_ /s/ \_\_\_\_\_ **Date:** 4/22/03

**Higher Supervisor or Manager:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Classification/Job Grading Certification:** I certify that this position has been classified IAW Acquisition Workforce Personnel Demonstration Project broadbanding criteria.

**Classification Official:** Stephen M. Seay, BG

**Title:** Program Executive Officer

**Signature:** \_\_\_\_\_ /s/ \_\_\_\_\_ **Date:** 5/2/03

<b>FLSA:</b>	Exempt	<b>BUS Code:</b> 8888	<b>CL:</b> see above
<b>Drug Test:</b>	Yes	<b>Emergency Ess:</b>	
<b>Key Position:</b>		<b>OPM Functions Code:</b> 13	
<b>Sensitivity:</b>	CS	<b>Status:</b>	Competitive
<b>Reason for Submission:</b>	Acq Demo Conversion	<b>Subject to IA:</b>	Yes
<b>Previous PD Number:</b>		<b>Mobilization:</b>	
<b>Envir. Diff:</b>		<b>Career Prg ID:</b> 16	
<b>Acq Posn Category:</b>	S	<b>CAPL Number:</b>	
<b>Acq Career Level:</b>	3	<b>Acq Posn Type:</b> 2	
<b>Acq Special Asgmt:</b>		<b>Acq Prog Ind:</b>	
<b>Career Spec – Primary:</b>		<b>Career Spec – Sec:</b>	
<b>Cont Job Site:</b>		<b>Mobility:</b>	
<b>Financial Disclosure:</b>	<input type="checkbox"/> Public Financial	<input checked="" type="checkbox"/> Confidential Financial	
	<input checked="" type="checkbox"/> Supervisor <input type="checkbox"/> Manager <input type="checkbox"/> Neither		

**Citation 1:** USOPM PCS for Computer Engineering Series, GS-0854 TS-83 January 1988

**Citation 2:** USOPM PCS for Electronics Engineering Series, GS-0855TS-3 February 1971

**Citation 3:** USOPM PCS for Computer Science Series, GS-1550 TS-83 January 1988

**Citation 4:** USOPM Handbook of Occupational Groups and Families August 2002, GS-0801 Series Definition

**Citation 5:** AWF, PDP, BLD, Federal Register, Volume 64, Jan 99

**Top Secret Security Clearance with SCI Required**

**Acquisition Workforce Demo Project  
Position Requirements Document**

Organization information:

Position is located in a Division of the Engineering Directorate, Project Support Group, Program Executive Office, Simulation, Training and Instrumentation (PEO STRI).

II. Position information:

Interdisciplinary, NH-\*\*\*\*-IV.

Opt: Supervisory General Engineer, 801

Opt: Supervisory Computer Engineer, 854

Opt: Supervisory Electronics Engineer, 855

Opt: Supervisory Computer Scientist, 1550

III. Duties:

Serves as the Chief of a Division of the Engineering Directorate and principal technical advisor for associated systems to the Director, and appropriate Project Manager and is responsible for providing leadership and management on all assigned programs. Through subordinate team leaders, engineers and scientists, the incumbent plans, manages, and directs technical activities for a variety of development and production programs with over \$700 Million programmed over a typical POM. Has full authority to commit a large number of employees which include PEO STRI, Other Government Agencies (OGA), academia, and support contractor personnel. Ensures that the research and technology base initiatives remain relevant to projected requirements of the assigned Simulation domain. Maintains continuous surveillance of engineering technology, trends, and standards with regard to modeling and simulation efforts to ensure that the organization is positioned competitively.

1. Serves as the principle engineer and advisor to the Director, Engineering Directorate, for assigned specialty area and is the senior official responsible for providing engineering support on all aspects of assigned program responsibility. Through subordinate team leaders, engineers and scientists, promotes, plans, manages and directs a variety of engineering support functions to procure materiel and provide that materiel to users around the world. Responsible for long range engineering plans for

highly complex, state-of-the-art modeling and simulation and instrumentation programs. Oversees Army and DOD standards programs tasked to PEO STRI.

2. Represents PEO STRI at high level conferences and meetings with representatives of DA, DOD, Congress, other services and federal agencies, foreign countries, academia and private industry relative to PEO STRI programs and projects. Maintains high level contacts with key military, civilian and private industry officials for planning and coordinating all phases of engineering support, research and development. Presents and defends the organization position on matters pertaining to assigned programs and projects and makes recommendations and decisions which could commit the organization to a specific course of action. Maintains continuous surveillance of engineering technology, trends and standards with regard to modeling and simulation efforts to ensure the organization is positioned competitively in a market where investment funding is carefully scrutinized.

### **Supervisory Responsibilities**

Directs, through subordinate team leader engineers, the activities of a professional staff that is composed primarily of electronic and computer engineers.

Performs the full range of administrative and technical supervisory duties. Supports an understanding of the Organization's Affirmative Action/EEO Program. Ensures EEO principles are reflected in all aspects of personnel management. Assigns work and establishes priorities; evaluates performance of subordinates; gives advice, counsel, and/or instruction to subordinates on both work and administrative matters; interviews and recommends selections of candidates for positions, promotions, and reassignments; and hears and resolves complaints from subordinates. Exercises full authority as a member of the pay pool management in assessing contribution and preparing statements of duties and experience for Demonstration employees. Develops performance standards. Makes decisions on nonroutine costly, or controversial training needs and training requests related to employees of the unit. Approves leave. Finds and implements ways to eliminate or reduce significant bottlenecks and barriers to production, promote team building or improve business practices.

Performs other duties as assigned

### **Critical Acquisition Position**

"This is a Critical Acquisition Position. Unless specifically waived by the appropriate Army official, (i.e., the Director of Acquisition Career Management, the Army Acquisition Executive, or the Secretary of the Army) or if the employee is "grandfathered" under 10 U.S.C. 1736(c)(1), the following are statutorily mandated requirements (Reference: 10 U.S.C. 1733 and 1737):

(1) Selectee must be a member of an Acquisition Corps at the time of appointment.

(2) Selectee must execute, as a condition of appointment, a written agreement to remain in Federal service in this position for at least three years. In signing such agreement, the employee does not forfeit any terms or conditions of employment."

#### IV. Factors:

Factor: 1. - Problem Solving Level IV.

Work is timely, efficient, and of acceptable quality. Completed work meets project/program objectives. Flexibility, adaptability, and decisiveness are exercised appropriately.

Defines, establishes, and directs organizational focus (on challenging and highly complex project/programs). Identifies and resolves highly complex problems that cross organizational boundaries and promulgates solutions. Resolution of problems requires mastery of the field to develop new hypotheses or fundamental new concepts. Assesses and provides strategic direction for resolution of mission critical problems, policies, and procedures. Works at senior level to define, integrate, and implement strategic direction for vital programs with long-term impact on large numbers of people. Initiates actions to resolve major organizational issues. Promulgates innovative solutions and methodologies. Works with senior management to establish new fundamental concepts and criteria and stimulate the development of new policies, methodologies, and techniques. Converts strategic goals into programs or policies.

Factor: 2. - Teamwork/Cooperation Level IV.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions exhibit and foster cooperation and teamwork. Flexibility, adaptability, and decisiveness are exercised appropriately. Leads/guides/mentors workforce in dealing with complex problems. Solves broad organizational issues. Implements strategic plans within and across organizational components. Ensures a cooperative teamwork environment. Leads/guides workforce in achieving organizational goals. Participates on high-level teams. Is sought out for consultation.

Factor: 3. - Customer Relations Level IV.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions enhance customer relations and actively promote rapport with customers. Flexibility, adaptability, and decisiveness are exercised appropriately. Leads and manages the organizational interactions with customers from a strategic standpoint. Works to assess and promulgate political, fiscal, and other factors affecting customer and program/project needs. Works with customer at management levels to resolve problems affecting program/projects (e.g., problems that involve determining priorities and resolving conflicts among customers' requirements). Works at senior level to stimulate customer alliances for program/project support. Stimulates, organizes, and leads overall customer interactions.

Factor: 4. - Leadership/Supervision Level IV.

Work is timely, efficient, and of acceptable quality. Leadership and/or supervision effectively promotes commitment to mission accomplishment. Flexibility, adaptability, and decisiveness are exercised appropriately.

Establishes and/or leads teams to carry out complex projects or programs. Resolves conflicts. Creates climate where empowerment and creativity thrive. Recognized as a technical/functional authority on specific issues. Leads, defines, manages, and integrates efforts of several groups or teams. Ensures organizational mission and program success. Fosters the development of other team members by providing guidance or sharing expertise. Directs assignments to encourage employee development and cross-

functional growth to meet organizational needs. Pursues personal professional development.

Factor: 5. - Communication Level IV.

Work is timely, efficient, and of acceptable quality. Communications are clear, concise, and at appropriate level. Flexibility, adaptability, and decisiveness are exercised appropriately.

Determines and communicates organizational positions on major projects or policies to senior level. Prepares, reviews, and approves major reports or policies of organization for internal and external distribution. Resolves diverse viewpoints/controversial issues. Presents organizational briefings to convey strategic vision or organizational policies.

Factor: 6. - Resource Management Level IV.

Work is timely, efficient, and of acceptable quality. Resources are utilized effectively to accomplish mission. Flexibility, adaptability, and decisiveness are exercised appropriately.

Develops, acquires, and allocates resources to accomplish multiple project/program goals. Formulates organizational strategies, tactics, and budget/action plan to acquire and allocate resources. Optimizes, controls, and manages all across projects/programs. Develops and integrates innovative approaches to attain goals and minimize expenditures.

Incumbent must be able to obtain and maintain a **Top Secret security clearance with SCI**.

May be required to travel within the U.S./overseas by commercial aircraft.

**KNOWLEDGE, SKILLS, AND ABILITIES (KSAS) FOR QUALIFICATION PURPOSES.**

Managerial/supervisory ability sufficient to direct the work of an organization

Professional knowledge of one or more of the following engineering and scientific fields:

Electronic Engineering

Computer Engineering  
Computer Science

Experienced in managing the technical aspects of acquisition programs within DA Science and Technology development, budget and planning processes

Knowledge of current modeling and simulation principles, techniques, processes, regulations, and policies

Superior technical knowledge, and development experience, in one or more of the following areas as appropriate for the division assigned:

- Integrated instrumentation systems, tactical engagement systems, and advanced distributed learning systems, including knowledge in the disciplines of electronic and computer engineering and computer science, and the related disciplines of communications, optics, software, systems engineering, and test and evaluation.
- Both aviation, and ground virtual simulation systems, including knowledge of the disciplines of electronics and computer engineering, and computer science, and the related disciplines of visual systems, computer generated forces (CGF), synthetic environments, software, systems engineering, and test and evaluation.
- Distributed simulation architectures, synthetic natural environments, intelligent simulations, and live, virtual and constructive simulation technology with superior programmatic knowledge and experience in leading or managing distributed simulation technology programs and complex, state-of-the-art modeling and simulation and instrumentation technology

Knowledge of policies, programs, organizations, functions, resources, and legislation affecting the program(s) and the organizations studied or served, and related customers, functions, resources, and users

Ability to establish and maintain relationships with key individuals/ groups outside immediate work unit