

Work involves the performance of various specific, recurring tasks. The work facilitates the work of others in the immediate organizational unit.

Factors 6/7 - Personal Contacts/Purpose of Contacts Level 1.a. 30 pts.

Contacts are with co-workers and with employees in related or support units. Contacts are for asking questions and exchanging factual information related to the duties assigned.

Factor 8 - Physical Demands FL 8-1 5 pts.

The work is sedentary, requiring no special physical demands; however, the incumbent may occasionally lift or rearrange IT hardware or peripheral equipment.

Factor 9 - Work Environment FL 9-1 5 pts.

The work is performed in a typical office setting. Occasional travel by any means of government or public transportation may be required.

TOTAL = 940 pts.

IV. UNIQUE POSITION REQUIREMENTS

___ The principal responsibilities of the incumbent involve serving as a systems monitor or operations trouble-shooter when this involves devising recovery plans for system failure situations. The plans include developing and/or using utility programs to isolate causes of problems between hardware, system software, and applications programs; enhancing the ability to detect damaged or lost files; optimizing disk management; measuring system performance; controlling system security; and/or extending operating system capabilities to support local requirements.

___ The principal responsibilities of the incumbent involve providing recommendations to project leaders on system interrelationships that must be considered in producing the output desired (*e.g.*, pilot information or control signals to ordnance) B designing subsystem information flow; developing processing logic; specifying data to be extracted for performance tests; and overseeing implementation of programming specifications by monitoring program design, coding, and debugging performed by contractors.

___ The principal responsibilities of the incumbent involve performing studies and recommending a course of action on proposed projects such as whether it would be cost effective to modify a sizable automated record keeping system to produce various additional products and reports, considering aspects such as: the success of various approaches in comparable projects at other activities; the impact on ADP staff resources; the advice of equipment analysts and systems programmers on topics affecting their specialties; and the possible conflicts or beneficial relationships with other systems.

___ The principal responsibilities of the incumbent involve developing programming specifications for subsystems of embedded IT applications or special purpose computers, studying characteristics such as: equipment configurations; interaction of various subsystems (*e.g.*, navigation, tactical, ordnance, acoustic sensor, and communications); timing constraints; and proposed human/machine interactions.

___ The principal responsibilities of the incumbent involve reviewing and selecting equipment and software; assisting in set-up, test, and training for subject-matter specialists and support personnel; providing for passwords or other security controls, data base development and management, and the ability to expand systems; reviewing, testing, and selecting from commercially available software or assisting end users with selections; resolving equipment and software compatibility questions; and resolving questions concerning telecommunications protocols, modems, front end processor/controller, and other interface questions.

___ The principal responsibilities of the incumbent involve evaluating the effectiveness of systems, devices, procedures, and methods used to safeguard classified, privacy, and other sensitive data in computer accessible media; performing security inspections and preparing reports which include findings and recommendations for correction of deficiencies; and reviewing or designing system software routines to provide an audit trail of activity against sensitive data files or insure that access to data through remote terminals is properly controlled.