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Biological Science Technician 04

GS-0404-04

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I. INTRODUCTION

This position is located in

This position assists investigators or higher graded technicians with laboratory procedures and techniques.

II. MAJOR DUTIES AND RESPONSIBILITIES

Collects, sorts, processes and identifies biological samples and data using a variety of collecting devices and measuring instruments. Encodes ADP forms or enters data; checks printouts for accuracy and collates data for analysis. Keeps detailed records of observations and reports data.

III. FACTOR LEVELS

Factor 1 - Knowledge Required by the Position. FL 1-3, 350 pts

Knowledge of biological technical methods, processes and procedures to carry out a variety of laboratory techniques. Skill in applying this knowledge and in relating the principles or procedures to specific problems. Knowledge of ADP coding sufficient to complete encoding forms, or enter data directly into the database.

Factor 2 - Supervisory Controls. FL 2-2, 125 pts

Works under general supervision. Incumbent assists in planning and carrying out successive steps. Supervisor provides instructions on methods and procedures to be followed. Completed work is reviewed to insure that the incumbent has followed instructions and standard procedures.

Factor 3 - Guidelines. FL 3-1, 25 pts

General guidelines are available for methods and techniques. The supervisor devises and adapts special guidelines to carry out newer and more experimental methods used in the work. Incumbent is required to use little judgment in the application of guidelines.

Factor 4 - Complexity. FL 4-2, 75 pts

Assignments consist of a variety of routine procedural tasks, or one or more complex duties related to regular, recurring work and require the employee to select and execute the proper sequence for completing the work.

Factor 5 - Scope and Effect. FL 5-2, 75 pts

The work involves performing a variety of procedures ranging from simple to moderately complex in the collection and processing of samples. The work affects the accuracy and reliability of further processes or services in the unit.

Factor 6 - Personal Contacts. FL 1

Personal contacts include contacts with scientists and co-workers.

Factor 7 - Purpose of Contacts. FL b, 60 pts

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

Factor 8 - Physical Demands. FL 8-2, 20 pts

The work requires some physical exertion for long periods of time such as standing, walking, stooping, bending, lifting light objects, climbing, etc. Some work may be performed on slippery, uneven, and unsteady surfaces.

Factor 9 - Work Environment. FL 9-2, 20 pts

Work environment varies from laboratory settings to field sites. The work involves moderate risks, discomforts and unpleasantness such as a high level of noise, chemicals, deep freezers. etc.

750 pts = GS-4

This position is non-exempt from coverage under the Fair Labor Standards Act.

IV. UNIQUE POSITION REQUIREMENTS

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