

CEHR-E (690-500)

20 March 1998

MEMORANDUM FOR COMMANDERS/DIRECTORS, USACE COMMANDS

SUBJECT: Deputy for Programs and Project Management Positions

1. Reference memorandum, CEHR-E, subject: Model Job Descriptions for Deputy District Engineer for Programs and Project Management, dated 30 December 1993, which is rescinded.
2. Review of qualification requirements for subject positions after several years of experience has led to a decision to remove the emphasis on technical engineering and science and to emphasize the need for broader program management knowledge and skills. This has led to a necessary revision to the model job descriptions issued by the referenced memorandum.
3. Enclosed are standard job descriptions, with supporting evaluation statements, for GS-15 and GS-14 Deputy for Programs and Project Management - Chief, Programs and Project Management Division positions at the district level. These descriptions replace the descriptions forwarded with the referenced memorandum and change the organizational and official titles of the positions. The new descriptions should be applied upon receipt, but not later than 15 May 1998. A standard job analysis which identifies the definition of specialized experience and knowledges, skills, and abilities for use in advertising and filling these positions is also enclosed. Other supervisory positions in Programs and Project Management organizations should also be classified in the GS-340 series and filled through merit promotion procedures.

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JOE N. BALLARD
Lieutenant General, USA
Commanding