

16 February 2001

CEHR-E (690-500)

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS

SUBJECT: Evaluation Guidance – Nonsupervisory MSC GS-14 Professional Positions

1. At enclosure 1 is evaluation guidance for use in evaluating nonsupervisory GS-14 professional engineering and scientific positions at MSC Headquarters. While nearly all MSC work which does not involve serving as either a supervisor or leader is properly classified at the GS-12 and GS-13 levels, a few positions exist at each MSC headquarters which are truly senior advisors and authorities in a broad professional engineering or scientific area. Great care and restraint must be used when considering the establishment of positions at the GS-14 level. The incumbent must perform GS-14 duties at least 25% of the time to be grade controlling. However, these duties should be performed at least 50% of the time to meet Army and USACE position management guidelines.

2. Enclosures 2 through 6 are model job descriptions with evaluation statements demonstrating proper application of this guidance. They may be used as is or modified to fit varying conditions. They may also be used in developing job descriptions for other professional engineering and scientific positions.

3. Point of contact for this action is Monroe A. Major, 202-761-0331.

FOR THE COMMANDER:

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as

/S/ Joseph A. Levy for
SUSAN DUNCAN
Director of Human Resources

CF:
MSC Human Resource Directors
Director, Civilian Personnel Operations Center Management Agency

