

EVALUATION STATEMENT
District Chief of Logistics

1. REFERENCES:

- a. OPM, PCS, Logistics Management Series, GS-346, January 1987
- b. OPM, PCS, Support Services Administration Series, GS-342, November 1978
- c. OPM, PCS, General Schedule Supervisory Guide (GSSG), April 1993

2. SERIES AND TITLE DETERMINATION:

Position serves as the Chief of Logistics and the principle advisor to the District Commander on all aspects of logistics management. Plans, programs, allocates resources for, directs and coordinates a wide range of functions such as supply management, material maintenance management, transportation management, and facilities and services management programs to ensure logistics support requirements are met for the district's mission area (includes area engineer, operations, and construction project sites) as well as administrative support for employees in an office environment. Duties require a broad knowledge of Federal, Department of Defense, Department of Army and Corps of Engineers logistics policies and procedures to ensure adequate logistics support through short and long-range planning. The logistics work requires (1) knowledge of Army and Corps of Engineers program planning, funding, and management information systems, (2) broad knowledge of the organization and functions of activities involved in providing logistical support, and (3) ability to coordinate and evaluate the efforts of functional specialists to identify specific requirements and to develop and adjust plans and schedules for the actions needed to meet each requirement on time.

The district has a variety of mission functions that require logistical support; e.g., planning, design and construction of civil and military construction projects; maintenance of locks and dams, power plants, rivers and harbors; surveying rivers and harbors for operation and maintenance purposes; operating and maintaining lake projects for flood control and recreation purposes; responding to emergencies such as floods, hurricanes, and other natural disasters, etc. Subject position must identify the specific requirements for money, manpower, material, facilities and services that are needed to support these varied USACE programs and to correlate these requirements with program plans to assure that needed support is provided at the right time and place. For instance, before the start of the dredging season, the LMO must assure that needed specialized supplies, repair parts, and equipment are ordered, received and delivered to the correct service base or project office. Warehouse space must be acquired and maintained at headquarters and project sites.

Functions managed involve special conditions such as different methods of disposal of civil funded vs. military funded items vs. government furnished property; knowledge of the seasonal nature of some missions that may allow some items of equipment to be moved from one field site to another instead of having these items sit idle for several months a year, etc. Problems in management of these items result from frequent deviations from the normal

patterns of demand due to emergency flood fights or drought problems, quickly starting or stopping of construction projects as a result of congressional or environmental action, etc. This work is appropriate for classification in the GS-346 series.

In addition to logistics functions, position also performs various logistical operations to provide support to an organization or employees primarily in an office environment. These services include procurement, storage, control, issuance and maintenance of administrative supplies and equipment; travel and transportation of personnel and property; management of administrative motor vehicle fleet; space management; and facilities management. This work is appropriate for classification in the GS-342 series.

Subject position performs work classified in both the GS-346 and GS-342 series. The percentage of time spent on each function varies depending on the mission of the district and the emphasis placed on these functions by the Commander. For positions whose duties fall in more than one occupational group, the appropriate series can be determined only after considering the paramount qualifications required, sources of recruitment and line of progression, the reason for establishing the position, and the background knowledge required. After taking these requirements into consideration, it is determined that the GS-346 series is the appropriate series for this position. Position is titled Logistics Management Officer as it has responsibility for planning, organizing, and directing the district's overall logistics program.

3. GRADE DETERMINATION:

The GS-346 series does not contain grade level criteria. Positions in this occupation must be evaluated by reference to standards which include grade level criteria for analogous kinds of work. Supervisory positions are evaluated by the GSSG.

Factor 1 - Program Scope and Effect

Subject position serves as the Chief of the Logistics Management Office at the _____ District. The District includes a highly skilled, multidisciplinary workforce (both white and blue collar) of about _____ employees located throughout a _____-state area, and has an annual budget of approximately \$_____ million. The district includes _____ area offices, _____ resident offices, _____ locks and dams, _____ power plants, etc. The work of the district

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impacts federal, state and local agencies, private industries such as construction and shipping, and private citizens using district facilities. There is continual Congressional, media, and public interest in the planning, design, and construction of the various district projects.

The work directed is administrative, technical, and complex clerical in nature. The services provided have limited to moderate geographic coverage and support most of the activities comprising a typical small to medium military installation. The _____ District does not meet the criteria of being equivalent to a large or complex multimission military installation. The services support and significantly affect the mission-essential operations of the district. Level 1-2 is assigned.

Factor 2 - Organizational Setting

Subject position reports, for direction and performance appraisal, directly to the District Commander who does not supervise at least several subordinate supervisory GS-15 positions or equivalent workload. or

Subject position reports, for direction and performance appraisal, directly to the District Commander, who supervises ___ GS-15 division chiefs. Level 2-3 is assigned.

Factor 3 - Supervisory and Managerial Authority Exercised

Position exercises authorities and responsibilities described at Levels 3-1, 3-2, and 3-3a and 3-3b. Although position exercises final authority for the full range of personnel actions recommended by subordinate supervisors, it does not exercise final authority for organization design proposals recommended by subordinate supervisors. Level 3-3 is assigned.

NOTE: First-line supervisors will generally be evaluated at Level 3-2; if there are subordinate teams, position may be evaluated at Level 3-3b if at least 8 of the described authorities are exercised. Third-level supervisors will generally be evaluated at Level 3-4b if both 3-3a and 3-3b are met as well as 3-4b.

Factor 4 - Personal Contacts

The nature and purpose of contacts described meets Level 4A-2 and 4B-2. Position does not have frequent contacts as described at Levels 4A-3 and 4B-3.

Factor 5 - Difficulty of Typical Work Directed

There is a total of _____ manyears of nonsupervisory work in LMO. Of that total, _____ manyears (___ %) is at the GS-09 level; _____ manyears (___ %) at the GS-07 level. A total of _____ manyears (___ %)

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is at or above the GS-07 (or **GS-09**) level. The GS-07 (or **GS-09**) level best characterizes the nature of the basic nonsupervisory work performed and constitutes 25% or more of the workload of the organization.

Factor 6 - Other Conditions

The position directs subordinate supervisors over positions in grades GS-7 or 8 or the equivalent which requires coordination and integration of work efforts, either within the LMO or other organizations, in order to produce a completed work product or service. This coordination ensures consistency of product, service, interpretation, or advice; conformance with the output of other units, with formal standards or agency policy. Subject position typically coordinates with supervisors of other district elements to deal with requirements and problems affecting others outside the LMO. Level 6-3b is assigned.

If a position meets three or more of the special situations described at the end of Factor 6, a single level may be added to the level selected. Position meets only one of the special situations (Variety of Work). **(Some positions may also meet Physical Dispersion. It is unlikely that any other special**

situations will be met.) No adjustment is therefore made to the factor level assignment.

NOTE: Positions with a base level of GS-09 cannot be credited with FL 6-4b unless each of the subordinate supervisors direct workloads comparable to the GS-09 or GS-10 level that requires coordination similar to that described at FL 6-3a for first line supervisors.

Factor Level Summary

Level 1-2	350 points		
Level 2-2/2-3	250/350 points		
Level 3-3	775 points		
Level 4A-2	50 points		
Level 4B-2	75 points		
Level 5-4	505 points	or	Level 5-5 650 points
Level 6-3b	975 points		
TOTAL	<u>2980/3080</u> points		<u>3125/3225</u> points

The point range for the GS-12 level is 2755 - 3150. The point range for the GS-13 level is 3155 - 3600.

4. FINAL DETERMINATION: Logistics Management Officer, GS-346-12 or GS-346-13.