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Cartographer 13

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I. INTRODUCTION

This position is located in

This position conducts expert-level analyses for cartographic programs, projects, operations, and related activities.

II. DUTIES AND RESPONSIBILITIES

Provides authoritative advice on specialty area within agency and to other Federal agencies. Recommends changes in procedures to improve quality of methods, techniques, and products. Develops, revises, and writes technical portions of agency guidelines that may affect other agencies and/or industries.

Designs, plans, manages, and coordinates cartographic programs. Translates broad goals and objectives into specifications and procedures. Consults with project planners to evaluate proposals for maps, charts, or related products, and to resolve difficult differences in cartographic requirements.

III. FACTOR LEVELS

Factor 1 - Knowledge Required FL 1-8, 1550 pts.

Mastery of cartography sufficient to apply new developments and experienced judgment to solve novel or obscure problems.

Knowledge and skill to extend and modify existing techniques and develop new approaches for the analysis of recurring cartographic problems, or equivalent skill and knowledge.

Knowledge and skill sufficient to serve as technical authority concerning design criteria for new or unique maps, charts, or related products. These may include topographic or demographic maps, ocean floor relief charts, or other specialty areas.

Knowledge of laws, regulations, and industrial practices, affecting cartographic efforts sufficient to provide expert level analyses and advisories. Skill in evaluating, communicating, and incorporating into agency criteria, latest developments and changes in the field.

Factor 2 - Supervisory Controls FL 2-4, 450 pts.

Supervisor sets overall objectives and resources. Employee and supervisor consult on priorities and deadlines. Employee plans work, resolves technical problems, coordinates with others, determines approach and methods, keeping supervisor informed of matters that may be controversial or have far-reaching implications. Completed work is accepted as technically authoritative and reviewed only for meeting overall objectives.

Factor 3 - Guidelines FL 3-5, 650 pts.

Guidelines are broad and consist of general policies, regulations, laws, and scientific literature. Judgment is used to determine areas for development and study, and ingenuity is used to devise projects to thoroughly investigate these areas. As technical authority, develops and interprets agency guidelines and uses considerable judgment to determine need for revisions.

Factor 4 - Complexity FL 4-5, 325 pts.

Assignments include broad range of activities involving complex, obscure, or novel aspects such as technological developments and new products. Work requires being especially versatile and innovative in adapting, modifying, or making compromises with standard guides and methods to originate new techniques or criteria. Assignments typically involve difficult-to-resolve conflicts between cartographic and management requirements.

Factor 5 - Scope and Effect FL 5-5, 325 pts.

Resolves complex, critical problems or develops new approaches or methods for use by other specialists. As consultant or program coordinator for specialty area, provides expert advice to cartographers and other officials within and outside the agency. Results affect work of other experts on development of major aspects of new programs.

Factor 6 - Personal Contacts FL 6-3, 60 pts.

Contacts are with individuals or groups from within and outside the agency, including governments, and private industry.

Factor 7 - Purpose of Contacts FL 7-3, 120 pts.

Contacts are to influence cartographers or officials to adopt technical points and methods when there are conflicts; to negotiate agreement where interests and opinions differ among experts, or to justify feasibility and desirability of proposals.

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

Work is primarily sedentary.

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

Work is performed in an office setting.

TOTAL = 3,490 pts.

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

IV. UNIQUE POSITION REQUIREMENTS

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