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Cartographer 11

GS-1370-11

NOTE: THE SENTENCE IN PART I DESCRIBING THE PURPOSE OF THE POSITION AND PARTS II AND III IN THEIR ENTIRETY ARE PERMANENT PARTS OF THE LIBRARY AND MAY NOT BE CHANGED OR EDITED IN ANY WAY.

I. INTRODUCTION

This position is located in

This position serves as cartographer, compiling and maintaining maps, charts and related products.

II. MAJOR DUTIES AND RESPONSIBILITIES

Constructs or develops criteria for new maps/charts, prototypes, graphics, composites and related products. Considers factors such as costs, cartographic requirements, alternatives, and recommendations.

Analyzes, evaluates, coordinates, selects, and applies data to provide critical up-to-date information required. Interprets information from various source materials to insure most reliable data is selected for portrayal on assigned products.

Recommends modifications to existing specifications and equipment and new methods, techniques, and materials to improve quality and effectiveness.

III. FACTOR LEVELS

Factor 1 - Knowledge Required by the Position FL 1-7, 1250 pts.

Knowledge of cartographic theories, concepts, principles, practices and equipment, including those used in photogrammetry, remote sensing, photointerpretation, digital analysis or other techniques, sufficient to evaluate source material, research, analyze, select, and prepare cartographic materials.

Skills and abilities sufficient to develop specifications and standardized procedures; adapt techniques or equipment; and improve the methods and procedures of map/chart production.

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

Supervisor sets overall objectives and resources available. Employee and supervisor consult in developing projects, priorities, and deadlines. Employee independently plans own work, resolves most problems, and carries assignments through to completion. Matters which affect policy are referred to the supervisor. Completed work is reviewed for overall results.

Factor 3 - Guidelines FL 3-3, 275 pts.

Guidelines are many and varied and include agency or local policies, precedent materials, standard instructions and techniques, and program directives. Incumbent uses judgment in selecting, interpreting, and independently applying the guidelines and standard cartographic practices to new situations.

Factor 4 - Complexity FL 4-4, 225 pts.

Individual projects involve a combination of several complex features. This typically involves the application of standard cartographic practices to new situations, or relating new work situations to precedent ones. Incumbent

adapts and modifies standard guidelines and practices when applying new technology.

Factor 5 - Scope and Effect FL 5-3, 150 pts.

Work provides cartographic support of a variety of users' systems in all aspects of planning, budgeting, and managing of products and services. Work affects accuracy, reliability, and timeliness of projects and/or design of cartographic products, equipment, or operations.

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

Contacts are with individuals or groups from within and outside the organization. They include individuals from other government agencies, and from the private sector under contract or wanting to do business with the government.

Factor 7 - Purpose of Contacts FL 7-2, 50 pts.

Contacts are established to plan and coordinate work, clarify issues on requirements for map production, and advise on problems.

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 a typical office setting.

TOTAL = 2470 pts.

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

IV. UNIQUE POSITION REQUIREMENTS

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