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Geodesist 05

GS-1372-05

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

The employee performs duties designed to provide geodetic orientation and on-the-job training in the mission and work of the organization. This is a basic geodesist trainee position which conducts routine and limited analyses requiring applications of geodetic theories, methods, and techniques.

II. MAJOR DUTIES AND RESPONSIBILITIES

As a trainee, the employee performs the following duties:

Receives formal and on-the-job training in functions and operations of the overall organization, specialty area of the unit to which assigned. Develops knowledge of agency policies and regulations.

Performs routine, uncomplicated tasks, in working with higher level geodesists involved in performing routine processing, reduction, and analysis of geodetic survey observations such as the Global Positioning System (GPS), triangulation, traverse, trilateration, trigonometric leveling, and differential leveling.

Performs routine review of field records and observations to ensure completeness, numerical accuracy, and conformity with established formats and standards. Issues quality control statements as necessary.

Assists in the entry and maintenance of computerized data base files containing data such as satellite orbital coordinate information, field survey observations, adjusted and unadjusted positional results, earth rotation and polar motion data, etc.

III. FACTORS

1 - Knowledge Required by the Position. Knowledge of theories, concepts, and principles of geodetic science, engineering surveying, and relevant sciences such as mathematics, physics, statistics, computer science, engineering science, and/or surveying, which would be attained through a bachelor's degree program or equivalent. Knowledge of principles, methods, and techniques pertaining to the processing and analysis of survey data.

2 - Supervisory Controls. Supervisor assigns work with specific direction and detailed instructions. Employee consults with supervisor on matters not covered in original instructions. Work is closely supervised and reviewed for accuracy, adequacy, and adherence to instructions.

3 - Guidelines. Guidelines consist of instructions, manuals and specifications, and criteria related to geodesy. These are detailed and directly applicable. The employee strictly adheres to the guidelines; supervisor must approve any deviations.

4 - Complexity. Assignments consist of specific, related, tasks designed to orient the trainee in the practical application of theory and basic principles of geodesy. Tasks are assigned mainly for training and development. Work often consists of sequential tasks for operations involving one or more stages of the processing and

analysis of survey data. Assignments provide exposure to procedures for compiling routine data, conducting limited studies, and using standard geodetic techniques, instruments, and equipment. The decision regarding what needs to be done involves a variety of choices in which the employee must recognize the existence of and differences among several recognizable situations.

5 - Scope and Effect. The purpose of assignments is to orient the trainee geodesist in the mission and work of the organization, practical application of basic theory and principles, and to equip him/her to assume higher-level geodetic duties. Assignments facilitate work performed by higher-level geodesists within the organization.

6 - Personal Contacts. Personal contacts are with employees within the immediate operating unit or related support units.

7 - Purpose of Contacts. The purpose is to obtain, relay, provide, or exchange information which ranges from relatively simple to complex technical data.

8 - Physical Demands. Work is primarily sedentary. There may be some walking, standing, bending; carrying light items (e.g. papers, small books). A valid driver's license may be required to drive an automobile in the performance of duties.

9 - Work Environment. Work is performed in a typical office setting. The work area is adequately lighted, heated, and ventilated.

IV. UNIQUE POSITION REQUIREMENTS

This position is considered "non-exempt" from coverage under the Fair Labor Standards Act.

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