

NATIONAL SECURITY PERSONNEL SYSTEM (NSPS) POSITION DESCRIPTION

POSITION AND HIRING INFORMATION

1. POSITION NUMBER 9S43025 9SG2312		2. POSITION TITLE TRANSPORTATION SPECIALIST				3. OCCUPATIONAL CODE 2101	
4. ORGANIZATIONAL TITLE		5. CAREER GROUP Standard	6. PAY SCHEDULE YA GS	7. PAY BAND 03 14	8. TARGET PAY BAND 03 14	9. OPM FUNCTIONAL CODE NA	
10. DRUG TEST <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	11. BUS CODE 8888-5USC CH 7112(b)(1)	12. FAIR LABOR STANDARDS ACT <input type="checkbox"/> N <input checked="" type="checkbox"/> E 5 CFR 551.206				13. DOD SUPERVISORY STATUS & AF SL DOD 5/AF 5	
14. KEY/EMERGENCY ESSENTIAL NA	15. MOBILIZATION INDICATOR NA		16. ENVIRONMENTAL/HAZARD DIFFERENTIAL No		17. CERTIFICATION REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
18. POSITIVE EDUCATION REQUIREMENTS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		19. LANGUAGE REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		20. LANGUAGE IDENTIFIER			
21. FINANCIAL STATEMENTS REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		22. POSITION SENSITIVITY Critical Sensitive		23. PAY POOL IDENTIFIER		24. LAUTENBERG/SMITH AMENDMENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
25. DUTIES As technical transportation advisor and subject matter expert, provides transportation technical expertise and judgment across the full spectrum of DOD command and control (C2) program activities to ensure operational capability for distribution planning and execution functions. Sets objectives and coordinates activities of the Joint Staff, JFCOM, Combatant Commands, military Service and Agency program managers within a budget constrained environment. Researches and analyzes transportation policy, doctrine, public laws, rules and regulatory documents to establish new DOD operational and system procedures. Identifies courses of action (i.e. research and development, implement pilots, propose doctrine changes, etc) to support operational imperatives as related to deployment and distribution activities. Interacts with Office of the Under Secretary of Defense for Transportation Policy (OUSD/TP), the Joint Staff, the Services, Unified Commands, Transportation Component Commands (TCCs), and other federal agencies and commercial transportation companies to review and establish transportation management and logistics operations policy and system procedures. Advises senior leadership in Joint forums on operational requirements and supporting processes in USTRANSCOM's role as a supporting command executing force deployments and delivery of sustainment goods and materials. Analyzes data quality from Service planning systems/process through the elements of the Defense Transportation System to identify process and system shortfalls requiring mitigation. Oversees JOPES user account management, develops process metrics for operations, and provides analysis reports of C2 activities. Principal USTRANSCOM representative to the JSJ3 JOPES User Advisory Group, JSJ3/J4 Force Projection Working Group, and JS Global Command and Control Review Board setting priorities across multiple disciplines for development within the Global Command and Control System-Joint and the future NECC. DOD lead for the Transportation Tracking Number initiative.							
26. POSITION'S ORGANIZATION USTC/TCJ3							
27. POSITION OCCUPIED Competitive				28. a. DUTY STATION (City - County - State Or Overseas Location) Scott AFB, Belleville, St Clair County, IL b. GEOGRAPHICAL LOCATION CODE 177835163			

29. Core Competencies

Air Force Skill Codes:

Percentage	Skill Code	Shred	Subshred	Literal Translation
40	FKM	DTS		Transportation Specialist, Data Systems
35	FLL			Traffic Management Specialist
25	ARN			Logistics

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30. COMPONENT INFORMATION

A. STANDARD OCCUPATION CODE (SOC)		B. NATIONAL GUARD BUREAU DUAL STATUS NON-DUAL STATUS		C. AIR/ARMY RESERVE TECHNICIAN YES NO
D. AF SPEC CODE/ MIL OCCUPATIONAL SPEC	E. ROLE LEAVE BLANK	F. SPECIALTY LEAVE BLANK	G. SCOPE AND IMPACT LEAVE BLANK	
H. ORGANIZATIONAL ENVIRONMENT Joint Command	I. CAREER FIELD/ COMMUNITY N	J. RESERVED FOR COMPONENT USE	31. PPP OPTION CODE	

32. SKILLS INFORMATION

- Expert knowledge of transportation, distribution, traffic management, and logistics operations systems, policies, concepts, principles and methodology applicable to air, land and sea transportation.
- Expert knowledge of organization missions, objectives, procedures and regulatory framework of transportation/logistics management programs
- Ability to resolve very broad, complex, or sensitive deployment and distribution problems while managing the end-to-end network with close collaboration/coordination of the force provider and supported COCOM, as well as supporting agencies and services.
- Skill in effectively communicating in writing and orally with all levels of personnel in both the federal and commercial sectors
- Ability to analyze, evaluate, correlate, advise, and act on complex inter-service, international, coalition, and commercial deployment and distribution data quality and operational issues.
- Knowledge of the military Service, and Joint planning and execution community of interest automated information systems and the capabilities provided to the supported COCOM and C2 community.
- Knowledge of the distribution end to end system, to include the Defense Transportation System, its capabilities and how it incorporates distribution and deployment requirements, logistics management, C2 operations, and automated information systems.
- Ability to analyze and evaluate legislative and regulatory proposals for potential impact on programs, recommend revisions, and prep implementing guidance.
- Expert ability to analyze after action and user feedback for impact on process or system data flow to support revisions to doctrine, organization, training, or processes.

33. CONDITIONS OF APPOINTMENT/OTHER SIGNIFICANT FACTS

- This position requires the employee to occasionally travel away from the normal duty station.
- Temporary duty (TDY) may require the use of military or scheduled commercial transportation.
- Position may be required to perform unusual tour of duty and overtime.
- Must be able to obtain and maintain a Top Secret clearance.

34. OTHER REQUIREMENTS	B. DOD RESERVED	C. DOD RESERVED	D. DOD RESERVED	E. COMPONENT USE
A. DOD RESERVED				

35. AUTHORIZED MANAGEMENT OFFICIAL

a. SIGNATURE <i>Lori A. Farnsworth</i> LORI A. FARNSWORTH	b. TITLE Chief, Integration Division USTRANSCOM/I3-1	c. DATE (YYYY/MM/DD) 20070425
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36. CLASSIFICATION APPROVED BY

a. SIGNATURE <i>Carol J. Walker</i>	b. TITLE Human Resources Specialist	c. DATE (YYYY/MM/DD) 2007/04/26
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****REVIEW POSITION****

GS-14 ADMINISTRATIVE (9SG2312)

CLASSIFICATION CRITERIA:

Factor 1, Knowledge Required By The Position

Level 1-8

1550 Points

Comprehensive knowledge and mastery of an administrative field to apply experimental theories and new applications or developments to problems not susceptible to treatment by accepted methods. Extensive knowledge of advanced concepts, principles, practices, methods, and techniques to provide expert judgment concerning programs/operations; resolve complex, unique problems, conditions, or issues; or significantly alter standard practices, processes and known techniques. Knowledge of the missions, roles, functions, organizational structure, and operation of the DOD, Air Force, and user commands that govern, interface with, and/or influence assigned programs. Comprehensive knowledge of laws, principles, policies, practices, and precedents applicable to the program.

Factor 2, Supervisory Controls

Level 2-5

650 Points

The supervisor provides administrative direction with assignments in terms of broadly defined missions or functions. The employee has responsibility for independently planning, designing, and carrying out programs, projects, studies, or other work. Results of the work are considered technically authoritative and are normally accepted without significant change. If the work should be reviewed, the review concerns such matters as fulfillment of program objectives, effect of advice and influence on the overall program, or the contribution to the advancement of technology. Recommendations for new projects and alteration of objectives usually are evaluated for such considerations as availability of funds and other resources, broad program goals, or national priorities.

Factor 3, Guidelines

Level 3-5

650 Points

Guidelines are broadly stated and nonspecific, e.g., broad policy statements and basic legislation that require extensive interpretation. The employee must use judgment and ingenuity in interpreting the intent of the guides that do exist and in developing applications to specific areas of work. Frequently, the employee is recognized as a technical authority in the development and interpretation of guidelines.

Factor 4, Complexity

Level 4-6

450 Points

The work consists of broad functions and processes; assignments are characterized by breadth and intensity of effort and involve several phases pursued with the efforts of others. The work requires originating new techniques, establishing criteria, or developing new information.

Factor 5, Scope and Effect

Level 5-5

325 Points

The work involves isolating and defining unknown conditions, resolving critical problems, or developing new theories. The work product or service affects the work of other experts, the development of major aspects of administrative or scientific programs or missions, or the well-being of substantial numbers of people.

Factor 6, Personal Contacts

Level 6-4

110 Points

Contacts are with high ranking officials from outside the employing agency at National or international levels in highly unstructured settings.

Factor 7, Purpose of Contacts

Level 7-3

120 Points

The purpose is to influence, motivate, interrogate, or control persons or groups. The persons contacted may be fearful, skeptical, uncooperative, or dangerous. Therefore, the employee must be skillful in approaching the individual or group in order to obtain the desired effect, such as gaining compliance with established policies and regulations by persuasion or negotiation, or gaining information by establishing rapport with a suspicious informant.

Factor 8, Physical Demands

Level 8-1

5 Points

The work is sedentary. Typically, the employee sits comfortably to do the work. However, there may be some walking; standing; bending; carrying of light items, such as papers, books, or small parts; or driving an automobile. No special physical demands are required to perform the work.

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Factor 9, Work Environment

Level 9-1

5 Points

The environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, residences, or commercial vehicles, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals. The work area is adequately lighted, heated, and ventilated.

GS-14 Point Range: 3605-4050**Total Points: 3865****Grade: GS-14**

CLASSIFICATION STANDARD(S) USED: OPM Introduction to the Position Classification Standards, TS-134 July 1995, TS-107 August 1991, Revised August 2009; OPM Handbook of Occupational Groups and Families, May 2009; and OPM Position Classification Standard for Traffic Management Series, GS-2130, TS-106 July 1991.

****REVIEW POSITION****

9SG2312

This position is not supported on the UMD/MPES as a technical advisor – UMD/MPES only supports one deputy and one supervisor. In addition, this position should most likely be graded as a GS-13. The organizational structure of J3 is convoluted with too many layers of management, advisors, and deputies. This position should be reviewed sooner rather than later to correct the deficiencies within J3 and follow proper position management.

GS PD Standards for Sequence #: 991949

GS PD Standards for Sequence #: 991949

PD#	PS-OC-PB	Position Title
43025	YA-2101-03	TRANSPORTATION SPECIALIST

Mission Goal

The Operations and Plans Directorate directs and synchronizes the Defense Transportation System with national distribution processes to meet national security objectives. It maintains C2 of strategic forces and logistics infrastructure. USTRANSCOM/J3 sets operations policy and conducts crisis action and adaptive planning of deploy/sustain forces. It directs and monitors process improvements for global Distribution Process Owner (DPO) operations. USTRANSCOM/J3 is primarily responsible to develop and design the operational architecture and integrate the automated information systems (AIS) and other information technology (IT) capabilities to support global warfighting requirements. It acts as the DOD functional proponent for in-transit visibility and schedules/manages all CONUS Operational Support Airlift in support of DOD wartime readiness requirements.

GS PD Standards for Sequence #: 991949

Number	Standard Title	Standard
1	GCCS-J JOPES Functional Management	Serve as functional manager for GCCS-J JOPES. Coordinate and conduct GCCS-J JOPES functional testing, to include TCCs, with a metric of 95% priority 1 or 2 coding flaws identified to ensure delivered enhancements meet USTRANSCOM requirements. Notify leadership immediately of any JOPES issues directly affecting or with the potential to effect operations. Work actions and advise leadership on status of all elements of GCCS-J that have potential implications on USTRANSCOM J3 (operations). Ensure briefings that convey command positions that you plan to deliver on behalf of the command are coordinated with the J3-I division chief prior to those events. Goal is to have those fully vetted one week prior to the event.
2	Deployment Planning and Execution	As a senior subject matter technology expert in deployment planning & execution and in concert with J3-S, fully coordinate a command-approved Adaptive Planning way ahead to ensure USTRANSCOM process and technical requirements are correctly captured and vetted. Ensure this way ahead is a reflection of the AT21 Operational Concept Document (OCD). Respond to Joint Staff and other organizations with regards to assigned taskings supporting deployment and distribution data issues within prescribed deadlines. Ensure briefings that convey command positions that you plan to deliver on behalf of the command are coordinated with the J3-I division chief prior to those events. Goal is to have those fully vetted one week prior to the event. Provide timely evaluation and recommendations to USTRANSCOM communities of interest.

GS PD Standards for Sequence #: 991949

Number	Standard Title	Standard
3	Transportation Tracking Number	Champion the Transportation Tracking Number project. Continue to work the implementation plan and technical exchange meetings with all affected programs/systems to ensure JROCM intent is met. Continuously identify implementation issues and way ahead to resolve these issues. Stay closely engaged with the USTRANSCOM J6, J5J4 (R&D) and AQ leads to ensure compliance with cost, schedule and performance are closely followed. Ensure briefings that convey command positions that you plan to deliver on behalf of the command are coordinated with the J3-I division chief prior to those events. Goal is to have those fully vetted one week prior to the event. Prepare quarterly status updates for USTRANSCOM leadership. Prepare and give a 30-min OPD session (TTN 101 and way ahead) NLT 1 April 2010 to the Fusion Center Council of Colonels.