

ASL I89-0295, 2 Aug 89

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input type="checkbox"/> New <input type="checkbox"/> Other				3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location		5. Duty Station		1. Agency Position No. R8740000							
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt				8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests				9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No									
10. Position Status <input type="checkbox"/> Competitive <input checked="" type="checkbox"/> Excepted (Specify in Remarks) SES (Gen.) <input type="checkbox"/> SES (CR)				11. Position Is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity 1—Non-Sensitive <input type="checkbox"/> 2—Noncritical Sensitive <input type="checkbox"/> 3—Critical Sensitive <input type="checkbox"/> 4—Special Sensitive <input type="checkbox"/>		13. Competitive Level Code									
15. Classified/Graded by				Official Title of Position				Pay Plan		Occupational Code		Grade		Initials		Date	

3. U. S. Office of Personnel Management		Aircraft Flight Instructor		GS		2181		13		DAD		02 AUG 1989	
b. Department; Agency or Establishment		Aircraft Flight Instructor		GS		2181		13		DAD		02 AUG 1989	
c. Second Level Review													
d. First Level Review													
e. Recommended by Supervisor or Initiating Office													

16. Organizational Title of Position (if different from official title)				17. Name of Employee (if vacant, specify)			
18. Department, Agency, or Establishment National Guard Bureau				c. Third Subdivision Army Aviation Support Facility			
a. First Subdivision State Adjutant General				d. Fourth Subdivision Training Operations Branch			
b. Second Subdivision State Army Aviation Office				e. Fifth Subdivision			

19. Employee Review—This is an accurate description of the major duties and responsibilities of my position.

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor				b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)			
Signature		Date		Signature		Date	

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.				22. Position Classification Standards Used in Classifying/Grading Position OPM PCS for Aircraft Operation Series GS-2181, Jan 88.			
Typed Name and Title of Official Taking Action Derek A. Day Position Classification Specialist				Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.			

Signature Derek A. Day		Date 02 AUG 1989	
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23. Position Review	Initials	Date								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks  
Block 10. 32 USC 709.

25. Description of Major Duties and Responsibilities (See Attached)

25.

a. INTRODUCTION:

This position is located in the Training Operations Branch of an Army National **Guard** Army Aviation Support Facility (**AASF**). The position is responsible for providing instruction, evaluation and examination of rated pilots, instructor pilots and aeroscout observers in flying techniques and methods of instruction, examination and evaluation. Instruction involves basic and advanced techniques for flying aircraft using instruments.

b. DUTIES AND RESPONSIBILITIES:

(1) Plans and implements flight training and instruction for rated pilots and instructor pilots in accordance with the Aircrew Training Manual (ATM). Adjusts course material to meet individual needs. For a substantial portion of the time (**at least 20%**), performs one or more of the following: **a)** trains, instructs and evaluates pilots in operating aircraft using advanced instrument flight techniques; **b)** instructs pilots in methods of instruction and evaluates instructor pilots proficiency to engage in flight instruction; **c)** instructs pilots in operating advanced attack helicopters or heavy multi-engine advanced transport helicopters. Conducts training flights involving operating an aircraft through reference to instruments and use of automatic direction finding equipment such as **omni** directional radials, ground control approach and instrument landing systems on and off Federal airways. Conducts refresher, mission and continuation combat training in advanced attack helicopters involving aggressor and defensive maneuvers and aerial gunnery practice with heavy ordinance and/or trains and instructs pilots in the operation of heavy multi-engine transport helicopters to transport equipment and personnel in combat situations. Trains pilots in the full range of aircraft maneuvers required in combat situations. Provides instruction in emergency procedures such as loss of propulsion, directional control or related systems. Performs flights in all weather/environmental conditions, day and night, and using night vision devices. Prepares and presents related classroom instruction. Recommends whether pilots remain in flight status.

(2) Conducts refresher, mission and continuation training in light fixed wing or utility and observer helicopters. Trains pilots in basic and advanced techniques required to support the pilot's unit mission. Conducts training flights involving a substantial degree of hazard such as training helicopter pilots in advanced flight techniques required in combat situations, tactical flying at night in all weather conditions and with the use of night

vision devices, flight maneuvers which take advantage of the terrain, low level flight, short field takeoffs and landings, flying in formation. evasive maneuvers and emergency procedures **involving** engine failures and malfunctions of hydraulic and electrical systems **over** hazardous terrain. Performs routine operational flight assignments. Transports passengers including dignitaries to and from a variety of different points. As required. performs maintenance test flights of aircraft following **repair or** maintenance.

(3) Performs other duties as assigned.

c. SUPERVISORY CONTROLS:

Works under general supervision of the Chief, Training and Operations Branch. Incumbent performs duties in accordance with established policies and procedures as well as verbal instructions. Is expected to plan work sequence and priorities without direct supervision, referring only unusual problems to supervisor for advice and guidance. Review of work is made by observation of activities performed, by observing ability to meet time schedules and by checking quality of work performed through inspections and spot checks. Incumbent may be required to work away from duty station without assistance **or** supervision for periods of time.

EVALUATION STATEMENT

A. Title, Series and Grade: Aircraft Flight Instructor. GS-2181-13

B. References:

1. OPM PCS for Aircraft Operation Series, GS-2181. January 1988
2. OPM Classification Decision, Flight Instructor (Aircraft). GS-2181-13, Jun 1 1981, to NGB appeal.

C. Background Information: This position was redescribed and reevaluated following publication of a new standard for the Aircraft Operation Series. GS-2181.

D. Series, Title and Grade Determination:

1. Series: The position exists to provide instruction **evaluation, and** examination of pilots in flying techniques and in **methods of** flying instruction. Performance **of** these duties requires the **skills and** knowledges of a pilot. Positions requiring such skills and knowledge **are** properly placed in the OS-2181 series, therefore this position belongs to the W-2181, Aircraft Operation Series.

2. Title: Positions responsible for providing ground and flight instruction in both fixed and rotary wing aircraft **are** titled **Aircraft** Flight Instructor. Accordingly. Aircraft Flight Instructor is the official title of this position.

3. Grade: Incumbent performs a variety **of** training duties in fixed and rotary wing aircraft. These duties are as is described in referenced standard at both the GS-12 and the OS-13 levels.

(a) Duties found in this position which are classifiable to the GS-12 level **are** described in duty paragraph 2. These duties include conducting refresher and mission training in light aircraft; conducting training flights involving a substantial degree of hazard; and training helicopter pilots in advanced flight techniques in combat situations. At the OS-12 level the standard describes flight instructor assignments which entail a substantial degree of hazard to include training helicopter pilots in combat situations in advanced flight techniques. Duty paragraph 2 substantially matches the OS-12 level criteria.

(b) **For** a substantial portion of time (at least 20%) the incumbent conducts flight training comparable to that described at the OS-13 level. At the GS-13 level the standard includes

instruction in advanced instrument flight technique. combat training in advanced military aircraft and instruction in methods of instruction. In the National **Guard, there are** advanced combat helicopters with sophisticated weapons systems and heavy ordinance, and heavy helicopters used to carry personnel and equipment in and out of combat situations. In this position one **or more** of the instructor assignments are performed: (1) advanced instrument flight techniques, (2) instruction in methods of instruction (3) mission related training to operate attack helicopters **or** heavy multi-engine transport helicopters in combat situations. These duties **are** a match to the GS-13 grade level.

(c) Review of OPM guidelines concerning mixed grade position provides criteria that higher graded duties and responsibilities must relate to the basic reasons for the existence of the position, must occupy a 'substantial portion' of time (**20%** minimum), that the duties must be reasonably frequent and recurring. and must require materially higher qualifications, **e.g.**, materially higher level specialized training and experience qualifications. The pilot occupation has **been** specifically cited in **OPM's** intent of the criterion (**Vol 1, No 3, pg 18** Digest of Significant Classification Decisions and Opinions, **Nov 83**) regarding the latter requirement, and directory relates to the skill requirements necessary to perform the nature of assignments provided in the **above** evaluation and analysis of **GS-13** and **GS-12** levels of work. Therefore, it is determined that 20% represents minimum amount of time necessary to support the **GS-13** level, and assumes the necessity for **performance** of higher graded duties represents sound position management practice.

E. Conclusion: Aircraft Flight Instructor, GS-2181-13.

Name of \_\_\_\_\_ . 9 AUG 1989  
 Classifier: Derek A. Day Activity: NOB-ECA Date: \_\_\_\_\_