Kecd 5/1/84



UNITED STATES MARINE CORPS Marine Corps Base Camp Lejeune, North Carolina 28542-5001

IN REPLY REFER TO: 12511 CPD 29 Apr 86

- From: Commanding General, Marine Corps Base, Camp Lejeune To: Director, Southeast Region, Office of Civilian Personnel Management, Building A-67, Naval Station, Norfolk VA 23511
- Subj: JOB GRADING APPEAL OF BOILER PLANT OPERATOR (LEADERS), STEAM GENERATION SECTION, UTILITIES BRANCH, CAMP LEJEUNE, NORTH CAROLINA

Ref: Telecon with Mr. Ed Voliva of 24 Apr 86

- Encl: (1) Job Description for Boiler Plant Operator Foreman, WS-5402-12, JD# 33-85
 - (2) Job Description for Boiler Plant Operator, WG-5402-11, JD# 71-80
 - (3) Job Description for Boiler Plant Operator, WG-5402-10, JD# 55-80

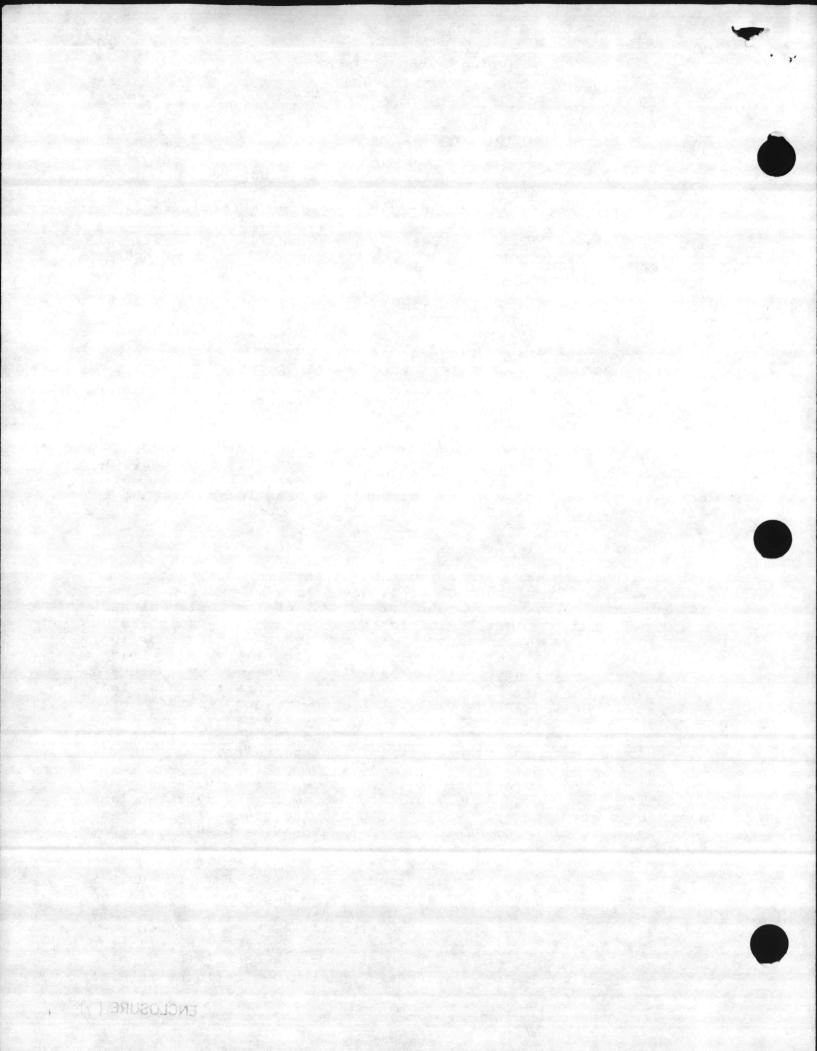
1. The additional information requested in the reference is provided as enclosures (1) through (3). Enclosure (1) is a copy of the current job description for the supervisor of the appellants. Enclosure (2) is a copy of the current job description for the two relief operators classified as Boiler Plant Operators, WG-11. Enclosure (3) is a copy of the current job description for the Boiler Plant Operators, WG-10.

2: The two employees performing the duties covered by enclosure (2) are relief operators and at any given time may work for any of the six appellants. These jobs work at any of the boiler plants to cover unexpected absences of assigned operators. The operators normally assigned these plants are classified at the WG-9 or 10 level. In addition, the two employees on occasion are required to operate the Central Heating Plant due to the unexpected absence of one of the appellants. The normal grade for operating this plant is WG-11. When the incumbents of this job are not required to operate the Central Heating Plant, enabling the appellants to visit the job sites of other operators on the shift.

3. Enclosure (3) covers the WG-10 employees normally assigned to each shift lead by the appellants. These employees operate plants with a generating capacity of 100,000 and 120,000 pounds of steam per hour. Two of these employees are assigned each shift lead by the appellants.

4. The number of employees required to man a shift in the unit is 10; however, at a given time it could be as high as 12 due to the fluctuations in leave schedules, use of sick leave, etc. The six appellants are assigned duties that require 4.2 man years to accomplish. Therefore, there are times when two of the appellants are assigned the same shift. When this occurs one of the appellants does not function in a leader capacity but performs special





Subj: JOB GRADING APPEAL OF BOILER PLANT OPERATOR (LEADERS), STEAM GENERATION SECTION, UTILITIES BRANCH, CAMP LEJEUNE, NORTH CAROLINA

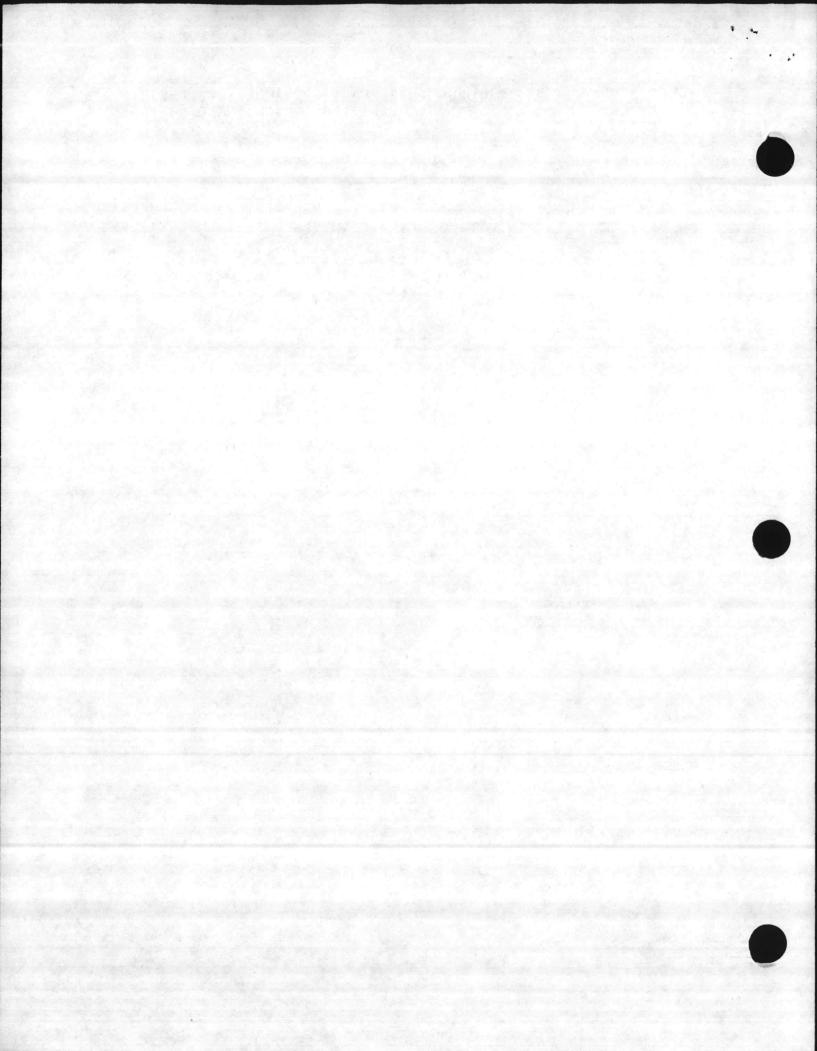
projects as assigned by the supervisor or acts as a relief operator at any of the manned plants.

5. If additional information is required you may contact Durrel Brown of the Classification Staff on Autovon 484-1532 or FTS 486-1532.

2

HOSEA HORNE, JR. By direction

i. f



TION DI	ESCRIPTION	ROT 1A. (Please R	leed Instructions	on the Back	none roi	1.0000			cy Position No.
eason for Submission	3. Service		4. Employing Office		5. Duty	Station 1 to -Pittoneriups			Certification No.
A Redescription	New Copting		7. Fair Labor Standa	the second s		oyment/Financial Sta			
Explanation (Show any)	positions replaced)			Nonexempt	Tyes		stas	TYes	
Replaces Bot	iler Plant Op	erator			11. Post	tion is 12. Sen	HIVITY	13. Con	petitive Level Co
Foreman, D #25-80	WS-5402-12		Competitive Excepted (Specif	iv)	Man		critical	14. Age	ncy Use
Classified/Graded by		Official Tir	le of Position		Pay Plan	Occupational Code	Grade	Initials	Date
a, Civil Service Commission							с. р.	9. 	
b. Department, Agency, or Establishment								-	
: Bureau						an an			
d. Field Office	Boiles Plan	± 0	utor For	mon	ws	5402	12	æ	2/7/85
Becommended by Supervisor or Initiating Office									
Drganizational Title of Po	oution (if different from of	Ticiel title)			1	e of Employee (if vac	ancy, speci	ify)	
					Contraction of the local division of the loc	man me	andras)	1970/94
Department, Agency, or I			NO	c. Thurd Subde		· · · ·			an an Ara
	s Base, Camp	Lejeur	ie. NC	IULILL	IES DL	anch			
									the second second
	Department			d. Fourth Sub	division	tion Section	on		
 First Subdivision Facilities I b. Second Subdivision 	Department			d. Fourth Sub	deneral	tion Section	on		
Facilities I				d. Fourth Suba	deneral	tion Section	on ,		
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos	nance Divisio	of the may	or duties and	d. Fourth Subo Steam e. Fifth Subdin	deneral		on		
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification afor dulies and respon inships and that the p r which I am respon r which I am respon t Typed Name and Title	nance Divisio	of the may of the may n accurate : and its org ry out Gover s made with	or dulies and statement of the ianizational rela- rinment functions in the knowledge Man Joste	d. Fourth Suba Steam e. Fifth Subdin "Signature of that this ment and may com tions b. Typed Name	division General rision Employee (a information i payment of stitute violat e and Title of		ulory purp hat laise o es or the sor or Mana	ager loptio	ng statements enling regula nall
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos supervisory Certification and duries and respon inships and that the p i which I am respon to the am response supervisory Certification inships and that the p i which I am response to the second Supervisory Certification inships and that the p i which I am response inships and that the p i which I am response i whic	nance Divisio is an accurate description sition i. I certify that this is a naibilities of this position osition is necessary to cert ible This certification is of Immediate Supervisor oiler Plt Gen Lip and	on of the may n accurate : and its org y out Gover s made with h Foren	or duties and statement of the senizational rela- roment functions in the knowledge man Dete / - 3/- 85	d. Fourth Sub Steam e. Fifth Subdin Signature of that this ment and may cont tons b. Typed Name R. E. S Signature	Sevision General rision Employee (a information i payment of stitute violat e and Title of CALES,	optional) is to be used for stat public funds and t nons of such statut Higher-Level Supervi	utory purp har taise o es or the sor or Man: Admi:	ager loptio	ng statements enling regula nall
Facilities I b. Second Subdivision Base Mainter Employee Review This esponsibilities of my pos Supervisory Certification alor duries and respon- nor duries and respon- sion duries and respon- sion duries and respon- sion duries and respon- sion duries and respon- classification/Jeb Gradia classified/graded as requi-	nance Divisio Is an accurate description sition i. I certify that this is an narbifities of this position is for a processary to carr the This certification is a of immediate Supervisor oiler Plt Gen Lep and ing Gertification. I certify ured by Title 5. U S Code.	on of the may and its org ry out Gover a made with a Foren thet this po	or dulies and statement of the ianizational rela- roment functions in the knowledge man Dete /- 3/- 85 pation has been ance with stand-	d. Fourth Subi Steam e. Fifth Subdin i "Signature of inal linis ment and may cons lions b. Typed Name R. E. S Signature 22. Standards	Swision General rision Employee (or nformation i payment of titute violat e and Title of CALES, Used in Class	potional) is to be used for stat public funds and t ions of such statut Higher Level Supervi Director,	ulory purp har talse o sor or han: Admi:	n Brà	ng statements enling regula nall
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification after dulies and respon inships and that the p r which I am respon Supervisory Certification is and respon inships and that the p r which I am respon Supervisory Certification is the part of the part Classification/Jab Gradie classified/graded as required and published by the C	nance Divisio is an accurate description sition i. I certify that this is a nsublities of this position oble This certification is of Immediate Supervisor oiler Plt Gen Ly and ng Certification. I certify	on of the may and its org and its org y out Gover s made with the foren thet this po in conform, if no public	or dulies and statement of the ianizational rela- inment functions in the knowledge Man Date / - 3/- 85 patton has been ance with stand- lighed standards	d. Fourth Sub Steam e. Fifth Subdin signature of that this ment and may cons b. Typed Name R. E. S Signature 22. Standards FLSA	Swision General rision Employee (a information i payment of titule violat e and Title of CALES, Used in Cfass Exemp Nonex	poptional) is to be used for start public funds and t inons of such statuth Higher Level Supervi Director, Director, itying/Grading Positic ot X V	ulory purp har talse o sor or han: Admi: CF SP	n Brà	ng statements enling regula nall
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification and duries and respon- nships and that the p r which I am respons. Typed Name and Title SHEPARD, Bo Supervisory Certification ShereARD, Bo Supervisory Constant Cleasification/Jab Gradie Cleasification/Jab Gra	nance Divisio is an accurate description when is in accurate description when is certify that this is a misbilities of this position osition is necessary to carri- tible. This certification is a of Immediate Supervisor oiler Plt Gen of estilleation. I certify when Service Commission or thy with the most applicable official Taking Action	on of the may and its org and its org y out Gover s made with the foren thet this po in conform, if no public	or dulies and statement of the ianizational rela- inment functions in the knowledge Man Date / - 3/- 85 patton has been ance with stand- lighed standards	d. Fourth Sub Steam e. Fifth Subdin signature of that this ment and may cons b. Typed Name R. E. S Signature 22. Standards FLSA	Swision General rision Employee (a information i payment of stitute violat a and Title of CALES, Used in Classi Exemp	potional) is to be used for stat nons of such statut Higher Level Supervi Director, itying/Grading Positic itying/Grading Positic	ulory purp har talse o sor or han: Admi: CF SP	n Brà	ng statements enling regula nall
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification and duries and respon- nships and that the p r which I am respons. a. Typed Name and Title SHEPARD, Bo Signeturs Cleastification/Jab Gradia classified/graded as requ ards published by the C apply directly, consisten Typed Name and Title of OLIVE S. DOU	nance Divisio Is an accurate description sition i. I certify that this is a nsibilities of this position osition is necessary to carr the This certification is a of Immediate Supervisor oiler Plt Gen Confer Plt Gen Confertification. I certify uned by Title 5. U S Code. Confertification. I certify United States S	on of the may and its org ry out Gover a Foren that this po that this po in conform. r. if no published	or dulies and statement of the ianizational rela- inment functions in the knowledge Man Date / - 3/- 85 patton has been ance with stand- lighed standards	d. Fourth Sub Steam e. Fifth Subdin i Signature of inal linis ment and may constitute to signature R. E. S Signature 22. Standards FLSA: Unit	Swision General rision Employee (or payment of thille violat e and Title of CALES, CALES, Used in Class Exemp Nonex Status for Employee	poptional) is to be used for star public funds and t inons of such statuth Higher-Level Supervi Director, itying/Grading Positic ity ing/Grading Positic it # 1 cempt Set 1882	ulory purp har talse o es or the sor or Man. Admi: Admi: SP BO	r msieadi r mpiemu ager loption n Brà I I C C	ng statements enting regula nall) nch Date / - 3/-&
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification and duries and respon- nships and that the p r which I am respons. a. Typed Name and Title SHEPARD, Bo Signeturs Cleastification/Jab Gradia classified/graded as requ ards published by the C apply directly, consisten Typed Name and Title of OLIVE S. DOU	nance Divisio is an accurate description when is in accurate description when is certify that this is a misbilities of this position osition is necessary to carri- tible. This certification is a of Immediate Supervisor oiler Plt Gen of estilleation. I certify when Service Commission or thy with the most applicable official Taking Action	on of the may and its org ry out Gover a Foren that this po that this po in conform. r. if no published	or dulies and statement of the tanizational rela- mment functions the knowledge man Date //- 3/- 85 suiton has been ance with stand- hand standards I standards	d. Fourth Sub Steam e. Fifth Subdin signature of that this ment and may com inons b. Typed Name R. E. S Signature 22. Standards FLSA: Unit	Swision General rision Employee (a information i payment of thille violat e and Title of CALES, CALES, Used in Class Exemp Nonex Status for Employee e in the period	Director, In the standards as South of the stand of the stand public funds and the stand in the standard standards as South of the standards as South	utory purp har faise of sor or Mani Admi: Admi: SP BO BO Ind informa tassificatio Civil. Servi	r msieadi r mpiemu ager loption n Brà I C C C C	ng statements enting regula nall nch Date 1-31-& eir application osition may be ision Informa-
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification afor dulies and respon inships and that the p r which I am respon ships and that the p Shipseture apoly directly, consistent Typed Name and Title of OLIVE S. DOU Classificat	nance Divisio is an accurate description is in accurate description is in accurate description is in accurate description is in certify that this is a naibilities of this position is of immediate Supervisor oiler Plt Gen Ly and in Certification. I certify uned by Title 5. U S Code, out Service Commission or hity with the most applicable official Taking Action WNING ion Superinte	on of the may and its org ry out Gover a Foren that this po that this po in conform. r. if no published	or dulies and statement of the tanizational rela- roment functions to the knowledge man I Date 1 - 31- 85 patron has been ance with stand- lished standards t standards	d. Fourth Sub Steam e. Fifth Subdiv i Signature of inal linis ment and may com may com	Swision General Histon Employee (a Information i payment of thille violat e and Title of CALES, CALES, Used in Cfass Exemp Nonex Status Ior Employee e in the peri d corrected in	poptional) is to be used for start public funds and t inons of such statut Higher-Level Supervi Director, Director, itying/Grading Position of X cempt Set The standards a sonnel office The c	utory purp har taise o es or the sor or Mani Admi Admi SP BO no informa tassificatio Civil Servit and compl	r msiead r mplemi ager (option n Brà n Brà l C C C Stion on the p ce Comms aints on e	ng statements enting regula nall nch Date 1-31-& eir application osition may be ision Informa-
Facilities I Second Subdivision Base Mainter Employee Review This responsibilities of my pos- Supervisory Certification alor duries and respon- nships and that the pi which i am respons- to the second respon- nships and that the pi ships and that the pi ships and that the pi ships and that the pi ships and that the pi SHEPARD, Bo Supervisory Certification Supervisory Certificatio	nance Divisio Is an accurate description sition i. I certify that this is a nsibilities of this position osition is necessary to carr the This certification is a of Immediate Supervisor oiler Plt Gen Confer Plt Gen Confertification. I certify uned by Title 5. U S Code. Confertification. I certify United States S	on of the may and its org ry out Gover a Foren that this po that this po in conform. r. if no published	or dulies and statement of the tanizational rela- roment functions to the knowledge man I Date 1 - 31- 85 patron has been ance with stand- lished standards t standards	d. Fourth Sub Steam e. Fifth Subdiv i Signature of inal linis ment and may com may com	Swision General Histon Employee (a Information i payment of thille violat e and Title of CALES, CALES, Used in Cfass Exemp Nonex Status Ior Employee e in the peri d corrected in	s to be used for star public funds and t ions of such statuth Higher-Level Supervi Director, itying/Grading Positic to A L cempt sonnel office The c by the agency the b grading appeals.	utory purp har taise o es or ther sor or Manu Admit Sor or Manu Admit BO CF SP BO nd informa tassificatio Civit.Servi and compil or the Com	r msiead r mplemi ager (option n Brà n Brà l C C C Stion on the p ce Comms aints on e	ng statements enting regula nall nch bate 1-31-52 err application. osition may be ision Informa- xemption from
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos Supervisory Certification and duries and respon inships and that the p r which I am respons. Typed Name and Title SHEPARD, Bo Signature Cleastification/Jabb Gradie classified/graded as requestion apply directly, consisten Typed Name and Title of OLIVE S. DOU Classificat	nance Divisio is an accurate description when is certify that this is a naibilities of this position osition is necessary to carrible This certification is colored the certification is colored to the certification is colored to the certification is of immediate Supervisor of the This certification is of immediate Supervisor of the certification. I certify when by Title 5. U S code colored by Title 5. U S code of the most applicable to the celtification WNING ion Superinte Outcomes	on of the may and its org ry out Govern made with Foren that this po that this po in conform r if no published endent	or dulies and statement of the ianizational rela- rent functions in the knowledge man Date 1 - 31 - 85 Section has been arroe with stand- hished standerds I standards I standards	d. Fourth Sub Steam e. Fifth Subdiv signature of that this ment and may con- tions b. Typed Name R. E. S Signature 22. Standards FLSA : Unit Information are availab reviewed ar hon on class FLSA : s av	Swisson General risson Employee (o Information i payment of thilde violat e and Title of CALES, CALES, Used in Class Exemp Nonex Status for Employee in the period corrected is suffication (o) autable from	poptional) is to be used for start public funds and t inons of such statut Higher-Level Supervi Director, University of the statut itying/Grading Positic ot X cempt sonnel office The c by the agency or the b grading appeals. It the personnel office of	utory purp har taise o es or ther sor or Manu Admit Sor or Manu Admit BO CF SP BO nd informa tassificatio Civit.Servi and compil or the Com	r msieadi r mpiemi ager (option n Brà: I I C C I I C C I I C I I I I I I I I	ng statements enting regula nall nch bate 1-31-& eir application osition may be sison informa-
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos- supervisory Certification and duries and respons inships and that the privation of the transform inships and that the supervisory Certification and responsi- times of the transform of the transform SHEPARD, Bo Signature Classification/Jeb Gradie Classification Classification Supervisory Consistent Supervisory Consistent Supervisory Consistent Typed Name and Title of OLIVE S. DOU Classificat Supervisory Consistent DUCE S. DOU Classification Supervisory Constraints Supervisory Constraints Su	nance Divisio is an accurate description when is certify that this is a naibilities of this position osition is necessary to carrible This certification is colored the certification is colored to the certification is colored to the certification is of immediate Supervisor of the This certification is of immediate Supervisor of the certification. I certify when by Title 5. U S code colored by Title 5. U S code of the most applicable to the celtification WNING ion Superinte Outcomes	on of the may and its org ry out Govern made with Foren that this po that this po in conform r if no published endent	or dulies and statement of the ianizational rela- rent functions in the knowledge man Date 1 - 31 - 85 Section has been arroe with stand- hished standerds I standards I standards	d. Fourth Sub Steam e. Fifth Subdiv signature of that this ment and may con- tions b. Typed Name R. E. S Signature 22. Standards FLSA : Unit Information are availab reviewed ar hon on class FLSA : s av	Swisson General risson Employee (o Information i payment of thilde violat e and Title of CALES, CALES, Used in Class Exemp Nonex Status for Employee in the period corrected is suffication (o) autable from	poptional) is to be used for start public funds and t inons of such statut Higher-Level Supervi Director, University of the statut itying/Grading Positic ot X cempt sonnel office The c by the agency or the b grading appeals. It the personnel office of	utory purp har taise o es or ther sor or Manu Admit Sor or Manu Admit BO CF SP BO nd informa tassificatio Civit.Servi and compil or the Com	r msieadi r mpiemi ager (option n Brà: I I C C I I C C I I C I I I I I I I I	ng statements enting regula nall nch bate 1-31-52 err application. osition may be ision Informa- xemption from
Facilities I b. Second Subdivision Base Mainter Employee Review This responsibilities of my pos- Supervisory Certification afor dulies and respo- nships and that the p r which I am respon- ships and that the p Classification Jab Gradies Classification Signature Mull S. Mainter Position Review Inter a Employee	nance Divisio is an accurate description when is certify that this is a naibilities of this position osition is necessary to carri- tible This certification is coller Plt Gen Cyp and mg Gertification. I certify when by Title 5. U S code June doy Title 5. U S code June doy Title 5. U S code while with the most applicable to Official Taking Action WNING ion Superinte Guynung Tible Date 1 3-13-55	on of the may and its org y out Gover s made with for Foren thet this po- in conform, in c	or dulies and statement of the ianizational rela- rent functions in the knowledge man Date 1 - 31 - 85 Section has been arroe with stand- hished standerds I standards I standards	d. Fourth Suba Steam e. Fifth Subdin signature of that this ment and may cons to Typed Name R. E. S Signature 22. Standarda FLSA is av Initials	Swision General rision Employee (o Information i payment of thilute violat e and Title of CALES, CALES, Used in Class Exemp Nonex Status for Employee in the period corrected i sufficiation (o) allable from Date	poptional) is to be used for start public funds and t inons of such statut Higher-Level Supervi Director, University of the statut itying/Grading Positic ot X cempt sonnel office The c by the agency or the b grading appeals. It the personnel office of	utory purp har taise o es or ther sor or Manu Admit Sor or Manu Admit BO CF SP BO nd informa tassificatio Civit.Servi and compil or the Com	r msieadi r mpiemi ager (option n Brà: I I C C I I C C I I C I I I I I I I I	ng statements enting regula nall nch bate 1-31-52 err application. osition may be ision Informa- xemption from

ENCLOSURE 1/1

scription of Major Duties and Responsibilities (see attached)

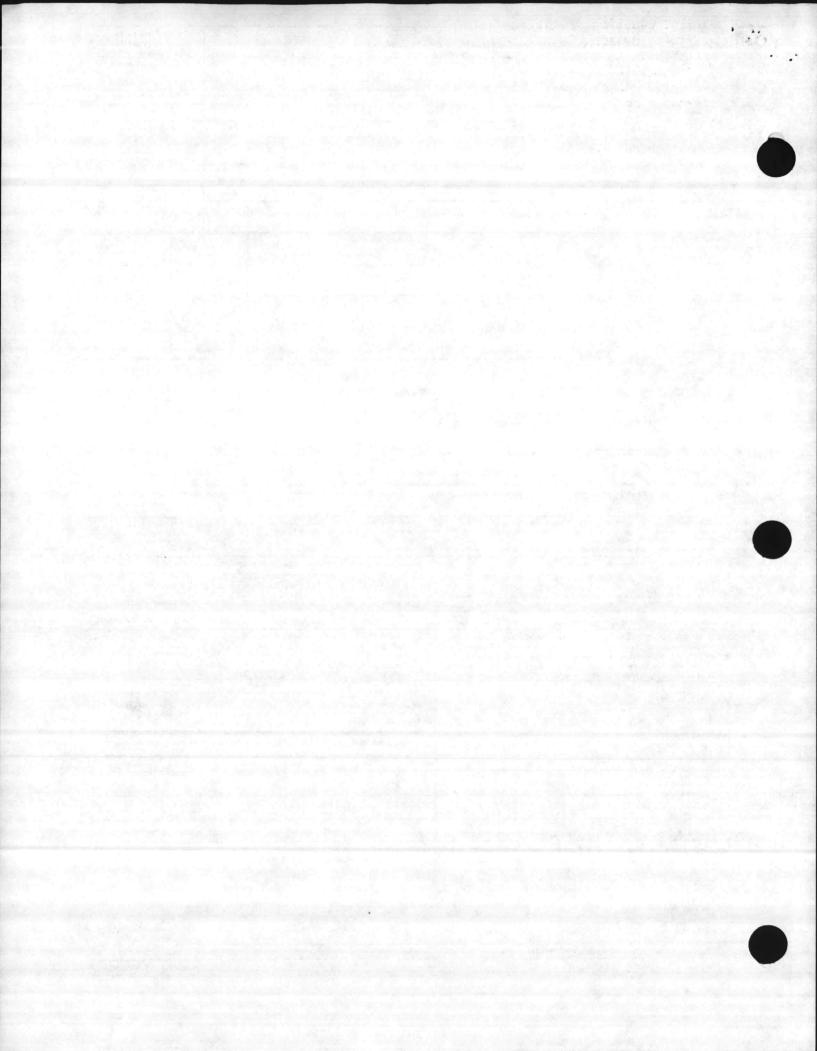
чоль**,**

۰.

08

A.L.al.

Optional Form & (Revised 8-77) U.S. Civil Service Commission, FPM Chap. 295



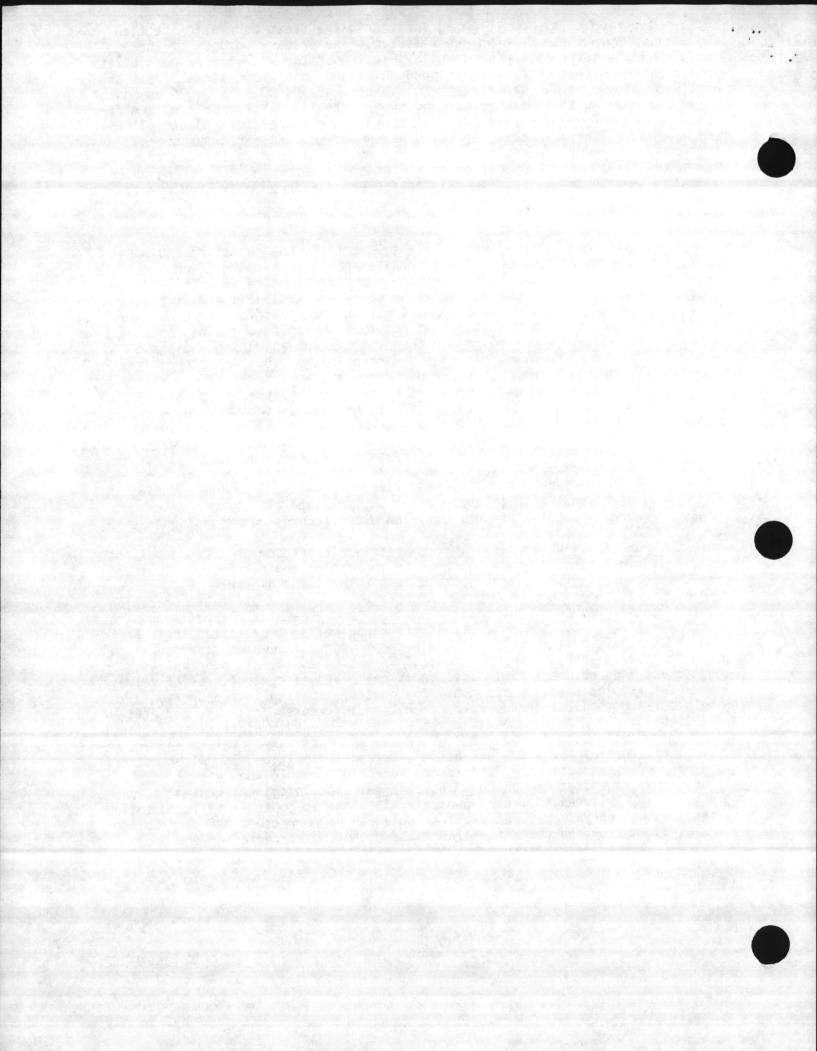
I. Introduction. This position is located in the Steam Generation Section, Utilities Branch, Base Maintenance Division. The primary purpose of the position is to serve as the Lead Boiler Plant Operator with the responsibility of the smooth operation of the assigned shift and to operate steam plants as assigned. These steam plants range in capacity of 10,000 to 500,000 pounds of steam per hour, with pressures ranging from 50 to 150 P.S.I. Boilers are fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Check operation of equipment by observing and making necessary adjustments and assists in maintenance and repair on above equipment.

II. Major Duties.

A. Leads from 11 to 14 Boiler Plant Operators, Coal Handling Equipment Operators, and other lower level personnel by passing on instructions received from supervisor. Incumbent transfers other operators or calls in relief operators to cover unexpected absences on shift and assigns immediate tasks to be performed by operators. Incumbent obtains needed information on decisions from supervisor on problems that occur during shifts. Maintains a current knowledge of steam boilers and equipment, and answers questions of other workers on procedures, policies, written instructions and other directives. Incumbent assures that other operators are kept busy. This will be accomplished by checking with operators by phone during the shift, and near the end of the shift to insure supervisor's instructions on work sequences, procedures, methods and deadlines have been met. Incumbent advises operators to follow instructions received from supervisors and to meet deadlines. Reports to supervisors on status and progress of operators, cause of work delays, and answers questions of supervisors on overall shift operations and problems. Incumbent notifies supervisory personnel about operational problems during shift concerning areas that need the supervisor's immediate attention. Incumbent keeps time cards and log of incidents and other records during assigned shift.

B. For efficient operation, incumbent lights off and shuts down boilers. Analyzes operating conditions as shown by indicating and recording meters and gauges, reflecting load changes, steam temperatures and pressure, flow of fuel, steam and air, and other controls. Adjusts equipment for efficient operation, including alarm devices, automatic electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicators, air safety switches, protective relays, air compressors, feedwater deaerators and heaters, fuel heaters, internal chemical injection equipment, stop valves, forced and induced draft fans, fuel and steam pressure control, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets; inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boiler or auxiliary from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up and boiler water, using standard chemical

ENCLOSURE (11)



tests. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boiler and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, auxiliaries, and all related equipment.

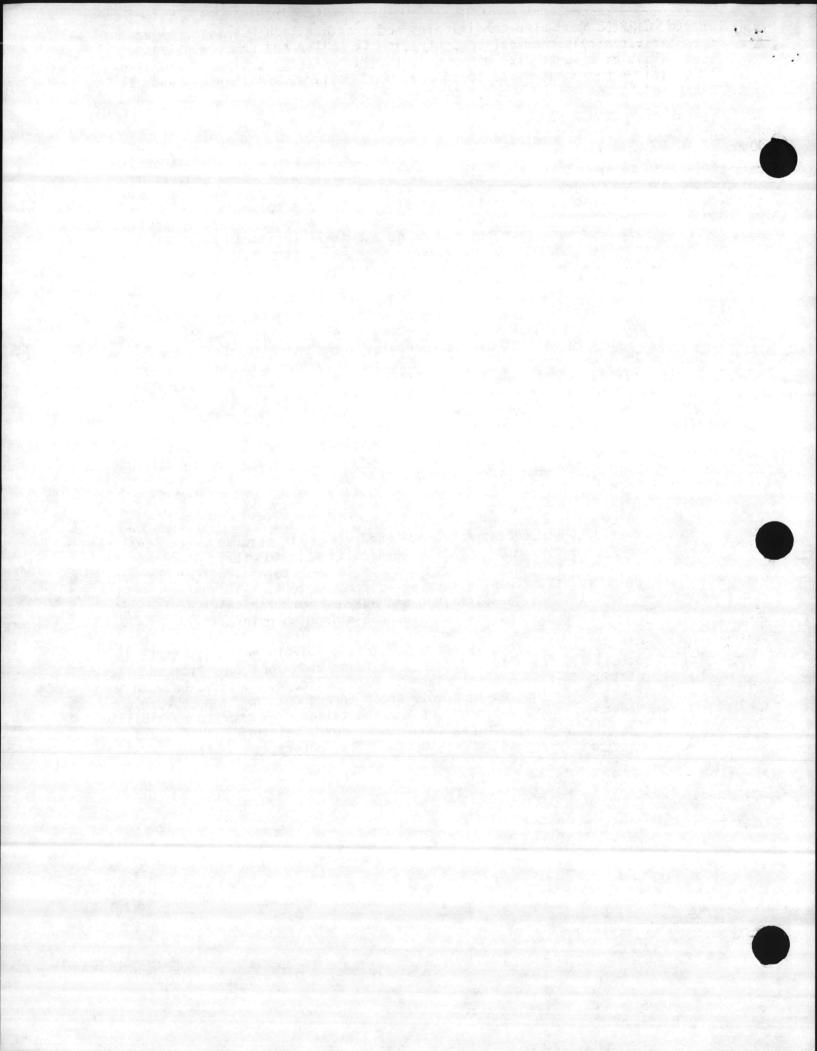
III. <u>Skill and Knowledge</u>. Must have the ability to lead other operators and have a thorough knowledge of the location, purpose and operating techniques of all steam plants, boiler and auxiliary equipment. Incumbent must have the ability to interpret and evaluate operating conditions of steam generating equipment from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls, and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skill to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers, and take all safety precautionary measures necessary to prevent damage to boilers and injury to plant personnel.

IV. <u>Responsibility</u>. Instructions are normally received from the Boiler Plant Operator Foreman or General Foreman, and may be either oral or written. Incumbent will be working without direct supervision the majority of the time, operating and directing lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision. Must be able to make on the spot decisions during critical situations and use good judgement as problems arise by either taking corrective action or recalling supervisory personnel during extreme emergencies. Incumbent will be working the majority of the time at Building 1700, and be in contact with the other manned plants by telephone. Must have a valid state motor vehicle operator's license and qualify for a government motor vehicle operator's permit.

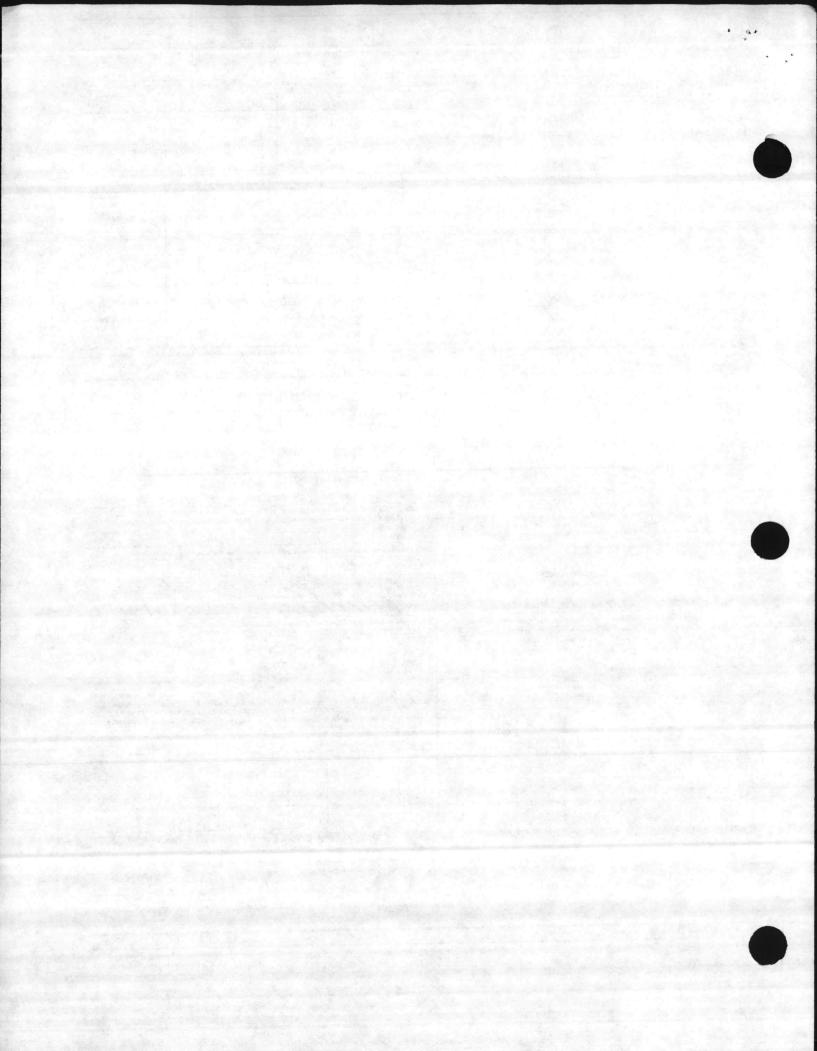
V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 125 feet for purposes of opening valves, cleaning tops of boilers, motors, and machinery. Stoops, climbs, kneels, sits, and does strained and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have own means of transportation. Exposed to possibility of burns, bruises, cuts, electrical conductors, dust, moisture, and hot and cold pipes. Normal hazards are conveyors, drive belts, motors, and boilers.

ENCLOSURE (17



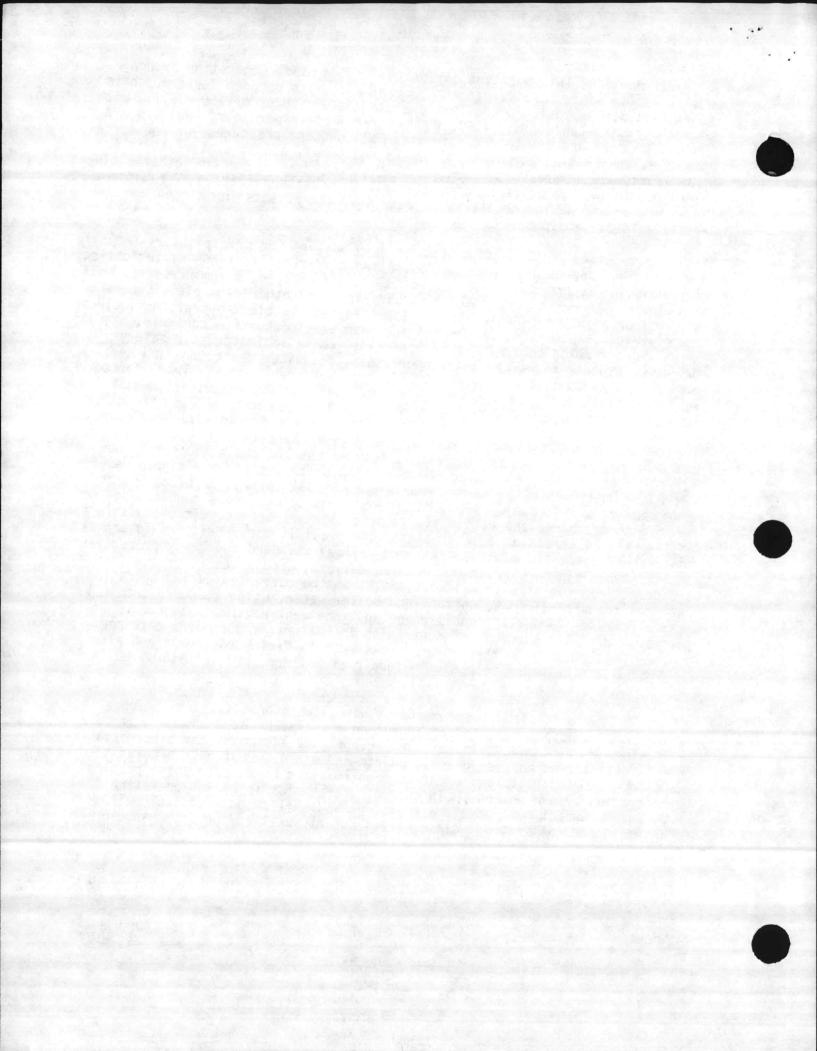
2. Passan for Submission	2. Service		Read Instruction 4. Employing Offi	ce Location	State 5. Dut			1	2 75.91	ncy Position No. 71-8025009
Redescription Reestablishment Explanation (Sector any	New Dept	1 X Fie	Camp Leje	derds Act	C. 8. Emp	loyment/F	inencial Str	nt Require		piect to IA Action
Replaces Bot WG-5402-11 JD 50-77)perator	Exempt 10. Position Status X Competitive Excepted (Spec		Ma	ition is prvsry nagerial	Nor	tical Incritical	13. C	es No ompetitive Level Code gency Use
Classified/Graded by		Official Ti	tle of Position			Occupati	_	Grade	Initials	Dete
a. Civil Service Commission			and the second second	Maria and	a state	algere in				
b. Department, Agency, or Establishment		47							Sec.	and the second s
c. Bureau						- 4000kg			1.1.1.	
	Boiler Plan	+ Open	stor		WG	540	5	11	NB	DEC 1 0 19
e. Recommended by Supervisor or Initiating Office		And the second			1. 17-1		le carrie l			
Organizational Title of Provident Providence of Pr	osition (if different from	officiel title)		All Arts	17. Nam	e of Emplo	ave lif vac	ency, speci	ily)	The star
8 Department, Agency, or Marine Corps		leieun	e.NC	c. Third Su Steal	division Genera	tion	Branc	h		
a. First Subdivision Base Mainten		19 at 19	<u></u>	d. Fourth S	ubdivision					1
b. Second Subdivision		ment		e. Fifth Sub	division					
Utilities Di Employee Review. This esponsibilities of my pos	is an accurate descripti	on of the main	K duties and	Signature	of Employee (a	1	34 - A			a half the
Typed Name and Title SHEPARD BO	ble This certification of Immediate Superviso iler Plant (ж ж	Foreman	b. Typed Na B. W.	mstitute violation me and Title of ELSTON	Higher-Lev Mail	al Supervisi ntena	or or Mana	anage	nal)
Classification/Job Gradin classified/graded as requi ards published by the Ci apply directly, consistent Typed Name and Title of	vil Service Commission ly with the most applica Official Taking Action	de, in conforma or, if no publi able published	nce with stand-	FLSA:	Used in Classif Exempt Nonexen Status	ying/Gradi	ng Position	SPC		<u>/// ¥/ £0</u>
OLIVE S. <u>Classifica</u> Signature	DOWNING, Mation Supt	2	Dete DEC 1 0	Informatio are availa reviewed tion on cl	()() n for Employee ble in the person and corrected b assification/job vailable from th	The star onnel office the agence grading a	e. The cla cy or the C	ivil Service	of the p Commis	osition may be
Position Review Init. a. Employee		Initials	Date	Initials	Date	Initials	Date	In	itials	Date
(optional)					Sec. 1				-	
b. Supervisor					1999 B					
c. Classifier Remarks SEC Poque class) 9/11/	NAVINST I tion reised a. determines 81 PS.	wel +	! ПА: пори.	*4	PM Bul	557-16	; + -,	17 010	slied	11/13/85. 000
								Ē	NCLO	SURE 121
					State State State					
Description of Major Dutie	is and Hesponsibilities (a	ee attached)		0 - 341-530 (300		100	$\sqrt{2} k_{[1]}^{(\ell)}$			



I. Introduction. This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. The purpose for the job is to control the operation of boilers operated at pressures of 150 P.S.I., with plant operating capacities of 500,000 pounds of steam per hour. Boilers are plant oil to generate steam at constant pressures for industrial fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as electrostatic precipitators, air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Checks operation of equipment by observing and making necessary adjustments, and assists in maintenance and repair on above equipment. 31

Major Duties. Lights off and shuts down boilers and precipitators for safe and efficient operation. Analyzes operating conditions as shown by indicating and recording meters and gauges affected by load changes, steam pressures, oil pressure and temperatures, fuel flow, air flow, and other controls. Checks and makes minor adjustments to equipment for safe and efficient operation, including alarm devices, automatic, electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicator, air safety switches, protective relays, air compressors, feedwater deareators and heaters, fuel oil heaters, internal chemical injection equipment, stop valves, forced and I. D. fans, fuel and steam pressure controls, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets, inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Must be able to discharge the electrostatic precipitators when conditions within the boiler exist that could cause damage to the precipitator. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boilers, precipitators or auxiliary equipment from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up tank and boiler water, using standard chemical Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boilers, and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, precipitators, boiler auxiliaries and all related equipment.

III. <u>Skill and Knowledge</u>. Incumbent is normally responsible for the operation of boilers, precipitators and equipment on designated watch and must be able to evaluate operating conditions of steam generating equipment and electrostatic precipitators from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skills to immediately make changes in control systems; close valves, start auxiliary pumps, change or



- 《译莉集》(1953) 11-10-44

T

4

shut down boilers, secure precipitators, and take all precautionary measures necessary to prevent damage to equipment and injury to plant personnel. The incumbent must hold a valid U.S.M.C. motor vehicle operators permit.

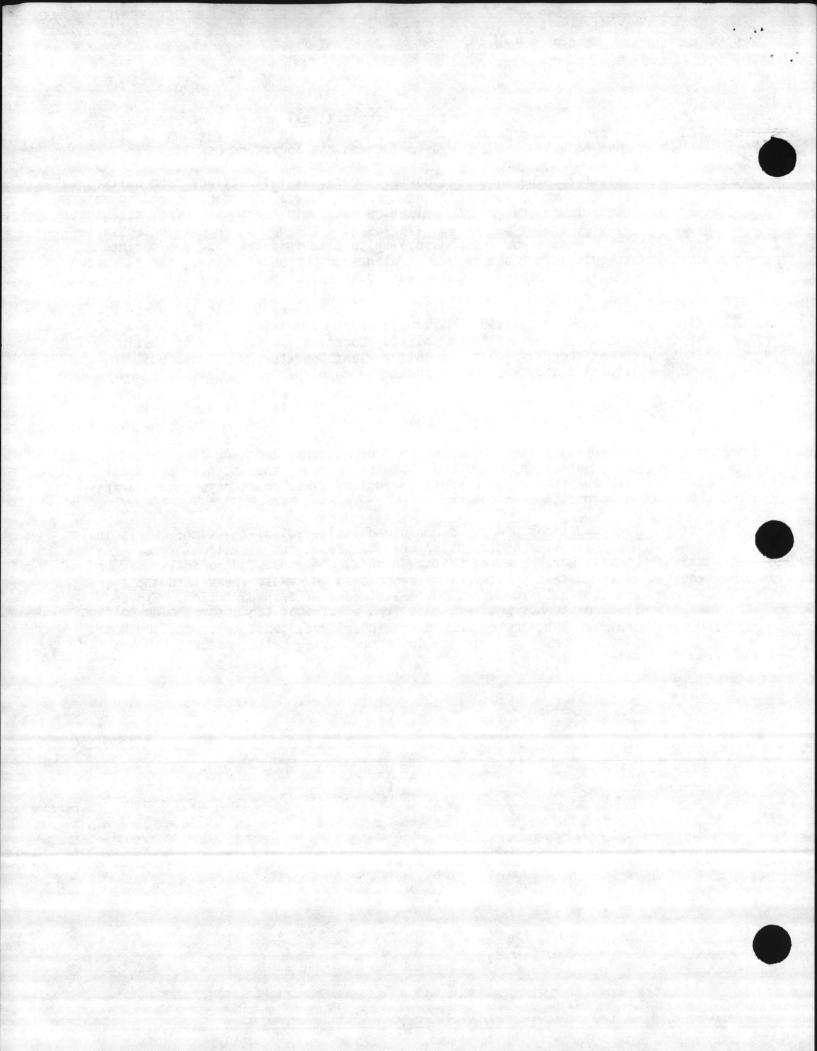
HAT I OF

- ----

IV. <u>Responsibility</u>. The incumbent normally receives instructions from Boiler Plant Operator Foreman or Boiler Plant Operator General Foreman, depending on shift. Directs lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, use of boiler auxiliaries, and the operation of electrostatic precipitators. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision from shift supervisor. Incumbent works approximately 80% of the time on nights, weekends, and holidays, on a rotating shift at Building 1700, and occasionally works at smaller capacity plants. Incumbent pulls leave for WS-9 Shift Foreman when designated. Must have means of getting to work at the different plants on the different shifts. Location and capacity of heating plant that continuously requires a Boiler Plant Operator, WG-11 is: Building 1700 (5 boilers) capacity 500,000 pounds per hour.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 130 feet for purposes of opening valves, cleaning tops of boilers, checking electrostatic precipitators, motors and machinery. Stoops, climbs, kneels, sits and does strenuous and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

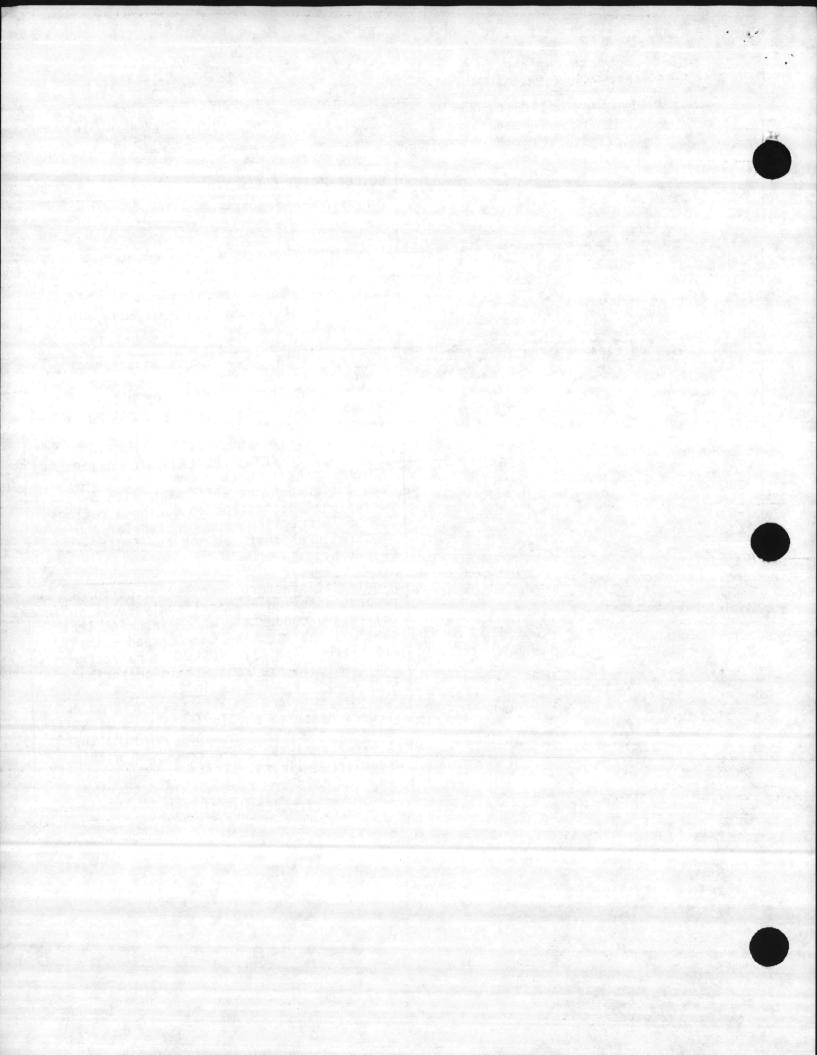
VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise, and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays, may be required to work steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have means of transportation. Exposed to possibility of burns, bruises, cuts from electrical conductors, high voltage DC electrical current, arcing DC and static voltage, dust, moisture, and hot and cold pipes. Normal hazards are conveyors, drive belts, motors; boilers and precipitators.



MENT OF THE NAVY PERFORMANCE APPRAISAL	
12430/9 (1: -80) S/N 0104-L F-924-3045	9D 71-80 SHEET 1 of 1
 Read : pecial instructions before completing this form. Remo 'e instruction sheet before distribution. 	Distribution: (a) Civilian Pe
NAME (last, first, middle initial)	OFFICIAL POSITION TITLE BOILER PLANT OPERATOR
TIES BRANCH MAINTENANCE DIVISION	DUTY STATION AND ADDRESS
COLUMN A ·	COLUMN B
PERFORMANCE ELEMENT (List performance elements below. Designate critical elements by entering "C" in the bracket below element no.)	PERFORMANCE STANDARDS (Indicate level, i.e., marginal, highly satisfactory, etc.)
Operates assigned steam generating plant.	Highly Satisfactory: Operates steam plant in a manner that insures operating procedures meet designed plant efficiency with 2-3 oper- ational discrepancies during a rating period. Exceptions are granted for equipment failures that are not the fault of the operator. Marginal Standard: Operates steam plant in
	a manner that insures operating procedures meet designed plant efficiency with 6-7 operational discrepancies during a rating period. Exceptions are granted for equip- ment failures that are not the fault of the operator.
erforms Laboratory Analyses.	Highly Satisfactory: Collects, performs, and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed
	limits with 1 variance in 20 shifts. <u>Marginal Standard</u> : Collects, performs and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed <u>limits with 4 variances in 20 shifts</u>

•

\$17-+9----



ARTMENT OF THE NAVY PERFORMANCE APPRAISAL

12430/9 (11-80) Back

1.

COLUMN A	COLUMN B					
PERFORMANCE ELEMENT	PERFORMANCE STANDARDS					
issists in developing lower grade boiler plant operations.	ht Highly Satisfactory: Directs lower grade boiler plant operators in the correct pro- cedure of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 95-97% of designed plant eff- iciency. Marginal Standard: Directs lower grade					
	boiler plant operators in the correct proce dures of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 90-92% of designed plant eff- iciency.					
PERIOD						

:: :

1.2

Setter.

1.2

ICATION: Your signature indicates that a particular step has been completed and understood. Date your signature.

APPRAISAL	EMPLOYEE	SUPERVISOR						
2 STAGES	SIGNATURE	DATE	SIGNATURE					
LEMENTS/: TANDARDS SET								
PROGRESS REVIEW(S)								
NNUAL PEF FORMANCE APPR/ ISAL								

10 14 . 33

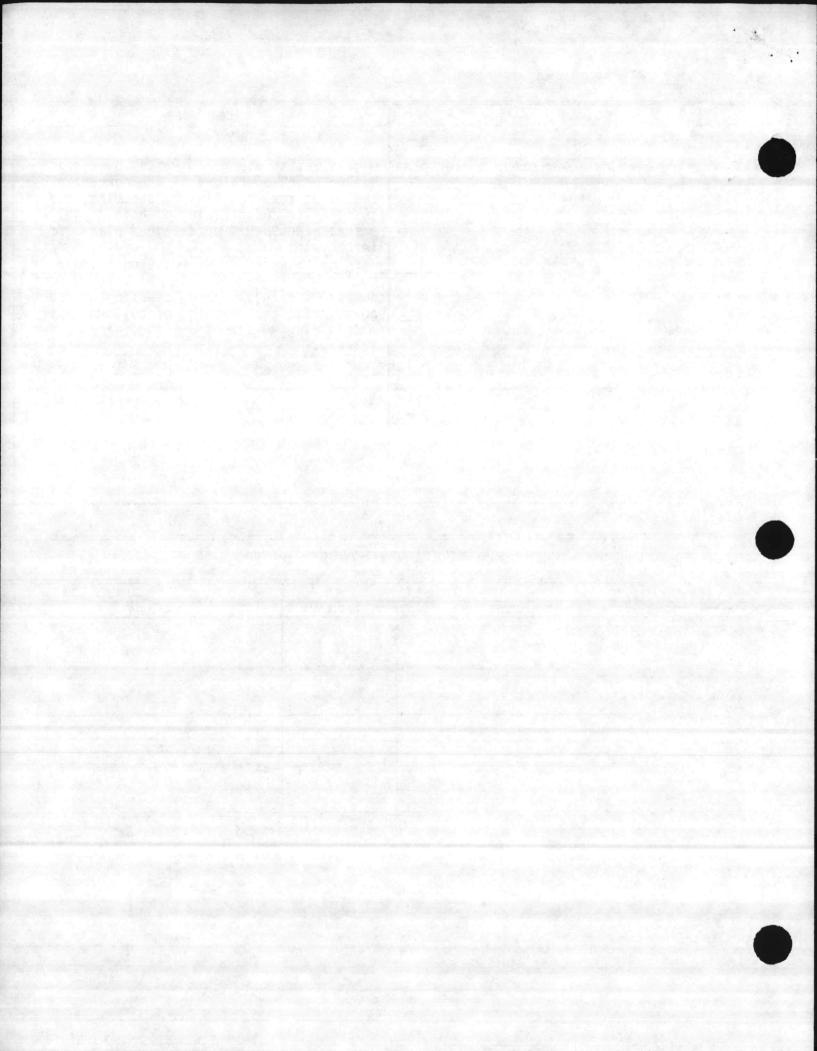
. .

11

1. 1. IS

ξ.

....



DATE 500 84 JD# 71-80 10 Dec 1980

STP:

NACATE SIT

JOB EVALUATION STATEMENT

I. Introduction: This job, located in the Steam Generation Unit, Utilities Branch, Base Maintenance, is responsible for the operation of one or more high pressure boilers requiring continuous attention. The primary assignment of employees covered by this description is the operation of boilers at the Central Heating Plant. This plant has a generating capacity of 500,000 pounds per hour.

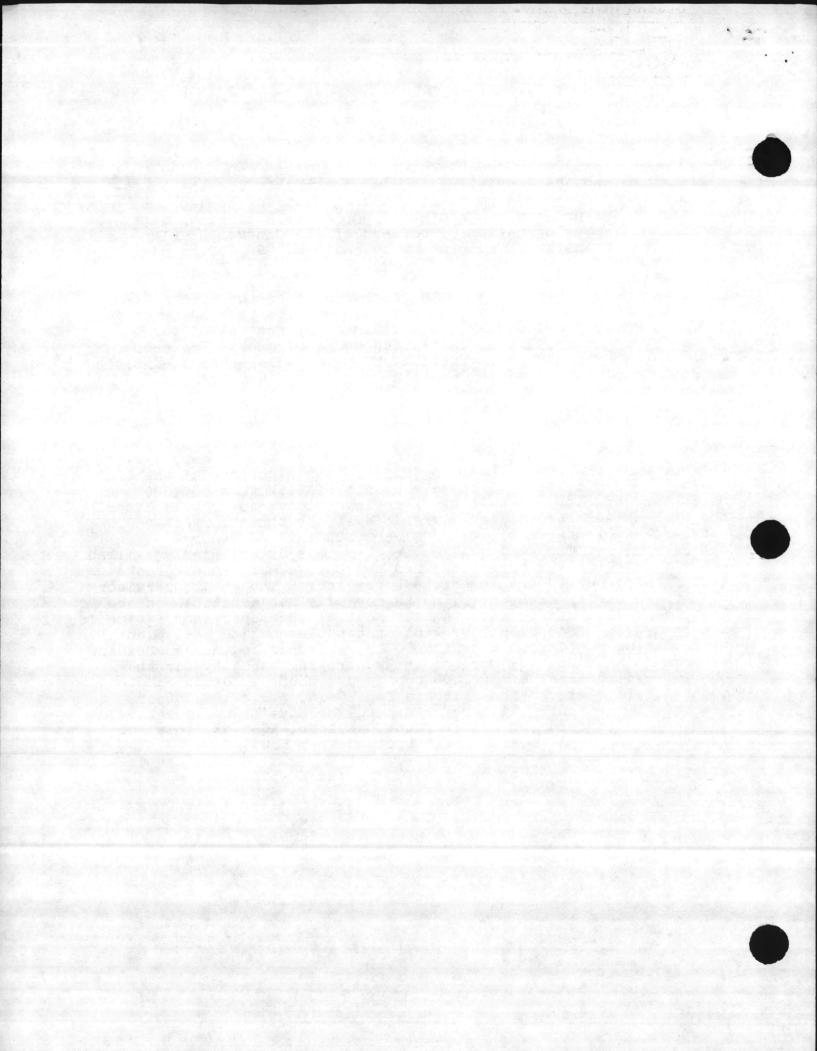
II. Series and Title: Firing or operation of one or more automatic or hand-fired, high or low pressure boilers to produce steam or hot water to provide heat for buildings and for use of the operations of institutional facilities and equipment is covered by the Boiler Plant Operator Series, WG-5402. The authorized title for jobs in plants requiring continuous operator attention is Boiler Plant Operator.

III. Grade: The job description indicates that employees covered by this job description will primarily operate boiler plant with generation capacity of 500,000 pounds per hour, the primary assignment being at the Central Heating Plant. For a portion of the time some of the employees will operate plants of less than 500,000 generating capacity. At all times employees covered by this description will be selected to act as reliefs at the three largest and more complex plants, i.e., Camp Geiger, MCAS(H) and Central Heating Plants. The employees covered by this JD are highly skilled and perform all plant operations and preventive maintenance tasks without reference to the immediate supervisor. Though a supervisor is on-board during each shift, he is normally not available in the plant for advice and/or assistance. Most of the supervisor's time is spent traveling from plant to plant or troubleshooting at a plant not requiring continuous attention. By reference to the Job Grading Standard for the WG-5402 Series, the generating capacity for the Central Heating Plant of 500,000 pounds per hour is considered to "Substantially" exceed the criteria for WG-10, i.e., 100,000 or more pounds per hour. With reference to the Navy's Supplementary Job Grading Standard for Boiler Plant Operator, WG-5402, this job equates to the WG-11 level (500,000 pounds per hour).

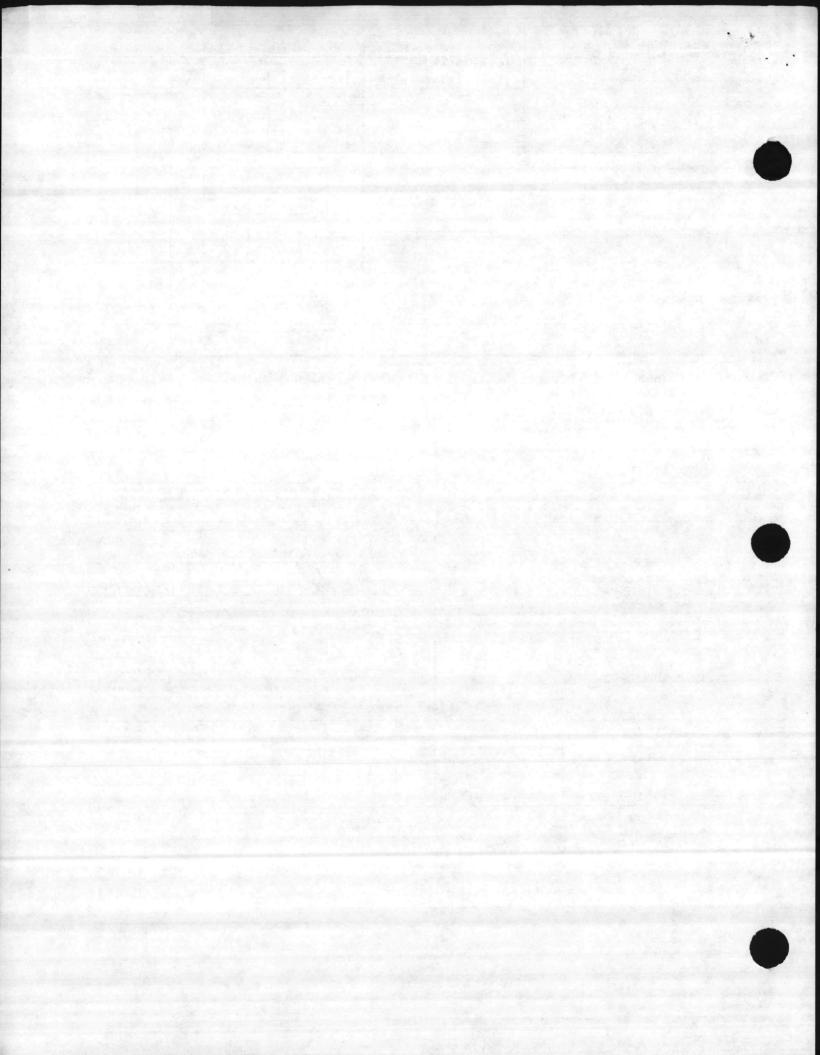
IV. Classification:

Boiler Plant Operator, WG-5402-11.

aun DURREL T. BROWN



Account of the standards o	Act	Yes 11. Posi Sup Man X Neit	ogerial	No 12. Sensi Critic Nonc Nons	tivity	TY.	1 - 1.49 -	evel Cade
10. Position Status X Competitive Excepted (Specify) a. Civil Service Commission b. Department, Agency, or Establishment c. Bureau d. Field Office Border Mant Operater		11. Poei Sup Man X Neit	nvsny ageriel her	T2. Sensi Critic Nonc Nonc	al ritical ensitive	13. Con 14. Age	ncy Use	
asified/Graded by Officiel Title of Pesitien a. Civil Service Commission b. Department, Agency, or Establishment c. Bureau d. Field Office Bailer Mant Operater e. Recommended by Supervisor or Initiating Office		X Neit	nvsny ageriel her	Critic None None	al ritical ensitive	14. Age	ncy Use	
Excepted (Specify) asified/Graded by Official Title of Position a. Civil Service Commission b. Department, Agency, or Establishment c. Bureau a. Field Office Boiler Plant Operator e. Recommended by Supervisor or Initiating Office		X Neit	agerial her	None	ritical ensitive	1		
asified/Graded by Official Title of Position a. Civil Service Commission b. Department, Agency, or Establishment c. Bureau d. Field Office Boiler Plant Operator e. Recommended by Supervisor or Initiating Office		X Neit	agerial her	Non	ensitive	1		
a. Civil Service Commission b. Department, Agency, or Establishment c. Bureau a. Field Office boiler Plant Operator e. Recommended by Supervisor or Initiating Office boiler						Initials	0	
a. Civil Service Commission b. Department, Agency, or Establishment c. Bureau d. Field Office Boiler Plant Operator e. Recommended by Supervisor or Initiating Office								
Commission b. Department, Agency, or Establishment c. Bureau d. Field Office Boiler Plant Operator e. Recommended by Supervisor or Initiating Office								
Agency, or Establishment c. Bureau d. Field Office e. Recommended by Supervisor or Initiating Office								
a. Field Office Boiler Plant Operator e. Recommended by Supervisor or Initiating Office								14-12-12-12 2-12-12-12-12 2-12-12-12-12-12
e. Recommended by Supervisor or Initiating Office				1				,
by Supervisor or Initiating Office		WG.	54	02	10	NB	DEC	0 4
	1 Parts and							
		17. Nam	e of Employ	ree lif vaca	ncy, spec	ify)	1	
the same distances in the second s				1				
	Third Subdivi						inter i t	19. A. A.
	Steam G		tion	Branc	h		See. 1	
a. First Subdivision d. Base Maintenance Department d.	Fourth Subdiv	vision						1.150
	Fifth Subdivis	ion						
Utilities Division					•			
9. Employee Review. This is an accurate description of the major duties and responsibilities of my position	Signature of E		ptional)		* .	1	121 1	1.1
Signature Internand In-5-80	Signature	116	IL		ice r	lanage	r	
Classification/Jeb Grading Certification. I certify that this position has been classified/graded as required by Title 5, U. S. Code, in conformance with stand- ards published by the Civil Service Commission or, if no published standards	2. Standards U FLSA :	Exempt	: <u> </u>	2	CFI		r 11/6	/80
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 stand-	FLSA:	Exempt Nonexe tatus	mpt¥	2	<u>,</u>	10		/80
11. Classification/Jeb Grading Certification. I certify that this position has been classified/graded as required by Title 5, U. S. Code, in conformance with standards ards published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards. Typed Name and Title of Official Taking Action CLIVE S. DOWNING, Acting Classification_Supt. Signature	FLSA:	Exempt Nonexe tatus or Employed in the per corrected	mpt ¥	ng Position	CFI SPC BOC	ation on the p ce Commis	eir applic osition misjon. Inf	ay be orma-
1. 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 ards published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards. 22 Typed Name and Title of Official Taking Action 0LIVE S. DOWNING, Acting 01 Classification_Supt. 5 0ate 0ate Dete 0LIVE 0 4 1980	FLSA: 1 Unit S Information fr are available reviewed and tion on class OFLSA. is avail	Exempt Nonexe tatus or Employed in the per corrected	mpt ¥	ng Position	CFI SPC BOC d informa assification civil Servi nd complet r the Com	ation on the p ce Commis	eir applic osition misjon. Inf	ay be orma- from
11. Classification/Jeb Grading Certification. I certify that this position has been classified/graded as required by Title 5, U. S. Code, in conformance with standards ards published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards. 22 Typed Name and Title of Official Taking Action 0 CLIVE S. DOWNING, Acting 0 Signature Date Det C. 0 4 Det C. 0 4	FLSA: 1 Unit S Information fr are available reviewed and tion on class OFLSA. is avail	Exempt Nonexe tatus or Employed in the per corrected ification/jo lable from	en The sta sonnel offic by the agen b grading a the personn	ng Position ng Position ndards, ar e. The cl cy or the C appeals, a el office o	CFI SPC BOC d informa assification civil Servi nd complet r the Com	ation on the p ce Commis aints on e	eir applic osition mision. Inf xemption	ay be orma- from
1. 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 ards published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards. 22 Typed Name and Title of Official Taking Action 0 1 OLIVE S. DOWNING, Acting 0 Classification_Supt. 0 Signature 0 23 Position Review Initials a. Employee 1	FLSA: 1 Unit S Information fr are available reviewed and tion on class OFLSA. is avail	Exempt Nonexe tatus or Employed in the per corrected ification/jo lable from	en The sta sonnel offic by the agen b grading a the personn	ng Position ng Position ndards, ar e. The cl cy or the C appeals, a el office o	CFI SPC BOC d informa assification civil Servi nd complet r the Com	ation on the p ce Commis aints on e	eir applic osition mision. Inf xemption	ay be orma- from
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 and published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards. 22 Typed Name and Title of Official Taking Action OLIVE S. DOWNING, Acting Date Classification Supt. Date Date Signature Date Initials Date Classification Review Initials Date Initials	FLSA: 1 Unit S Information fr are available reviewed and tion on class OFLSA. is avail	Exempt Nonexe tatus or Employed in the per corrected ification/jo lable from	en The sta sonnel offic by the agen b grading a the personn	ng Position ng Position ndards, ar e. The cl cy or the C appeals, a el office o	CFI SPC BOC d informa assification civil Servi nd complet r the Com	ation on the p ce Commis aints on e	eir applic osition m sign. Inf xemption	ay be orma- from

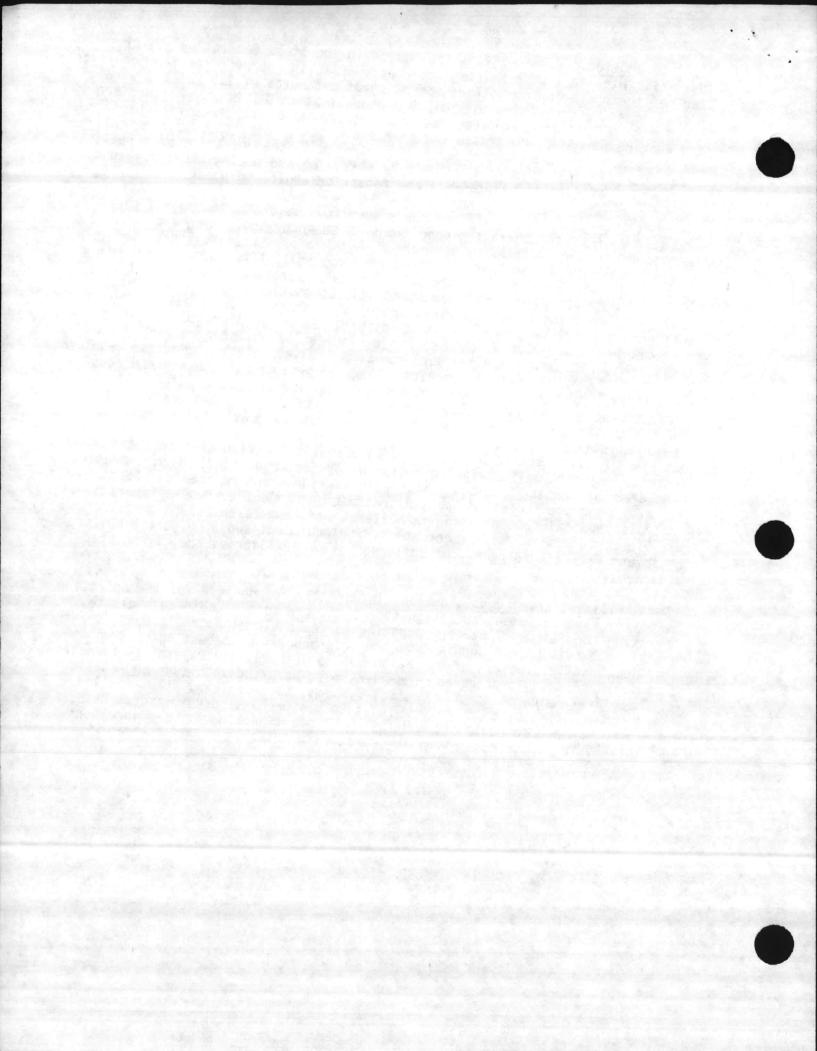


I. Introduction. This position is located in the Steam Generation Branch. Utilities Division, Base Maintenance Department. The purpose for the job is to control the operation of boilers operating at pressures of 150 P.S.I., with plant operating capacities to 120,000 pounds of steam per hour. Boilers are fired with oil to generate steam at constant pressures for industrial processes fired with oil to generate steam at constant pressures for industrial processes field pumps, draft fans, and other equipment used in the operation of a heating plant. Checks operation of equipment by observing and making necessary adjustments, also assists in maintenance and repair on above equipment.

S* 3

Major Duties. Lights off and shuts down boilers for safe and efficient operation. Analyzes operation conditions as shown by indicating and recording meters and gauges affected by load changes, steam pressures, oil pressure and temperatures, fuel flow, air flow and other controls. Checks and makes minor adjustments to equipment for safe and efficient operation, including alarm devices, automatic, electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicator, air safety switches, protective relays, air compressors, feedwater deareators, and heaters, fuel oil heaters, internal chemical injection equipment, stop valves, forced draft fans, fuel and steam pressure controls, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and require the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets, inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Analyzes feedwater in make-up tank and boiler water, using standard chemical test. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boilers, and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, boiler auxiliaries and all related equipment.

III. Skill and Knowledge. Incumbent is normally responsible for the operation of boilers and equipment on designated watch, and must be able to evaluate operating conditions of steam generating equipment from gauges, graphs, charts, and dials. Must have a working knowledge in pneumatic combustion controls and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incum bent must have the knowledge and skills to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers and take all precautionary measures necessary to prevent damage to equipment and injury to plant personnel. The incumbent must hold a valid U.S.M.C. motor vehicle operators permit.

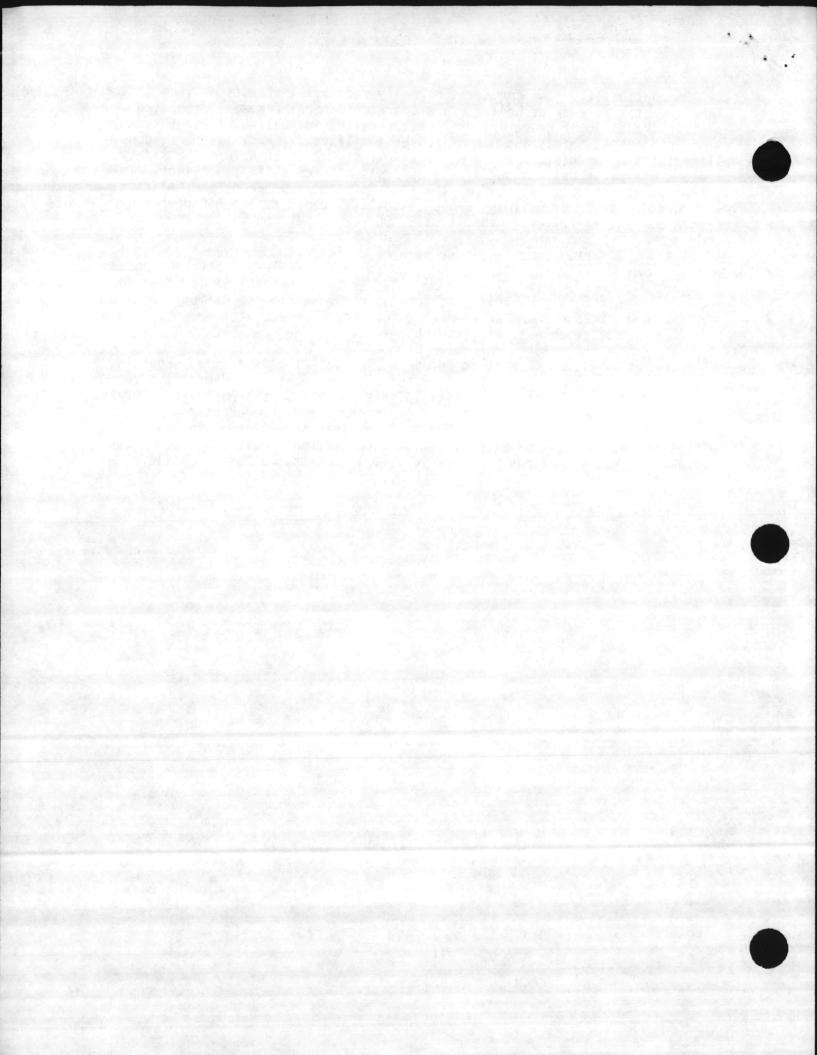


IV. <u>Responsibility</u>. The incumbent normally receives instructions from Boiler Plant Operator Foreman or Boiler Plant Operator General Foreman, depending on shift. Directs lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, safety and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision from shift supervisor. Incumbent works approximately 80% of the time on nights, weekends and holidays, on a rotating shift at Building G-650 (3 boilers) capacity 100,000 pounds per hour; A.S.-4151 (3 boilers) capacity 120,000 pounds per hour.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 130 feet for purposes of opening valves, cleaning tops of boilers, stoops, climbs, kneels, sits and does strenuous and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Work in excessive hot climatic conditions, excessive noise, dust, and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have means of transportation. Exposed to possibility of burns, bruises, cuts, electrical current, moisture and hot and cold pipes. Normal hazards are conveyors, drive belts, motors and boilers.





4 Dec 1980 JOB EVALUATION STATEMENT States a second s

I. Introduction: This job, located in the Steam General Branch, Utilities Division, Base Maintenance, is responsible for the operation of one or more high pressure boilers requiring continuous attention. The primary assignment of employees covered by this description is the operation of boilers at the Marine Corps Air Station (Helicopter) and Camp Geiger Plants. These two plants have generating capacity of 120,000 pounds per hour.

and shall be a

T. BROWN

DURREL

Andribution: (A Challen

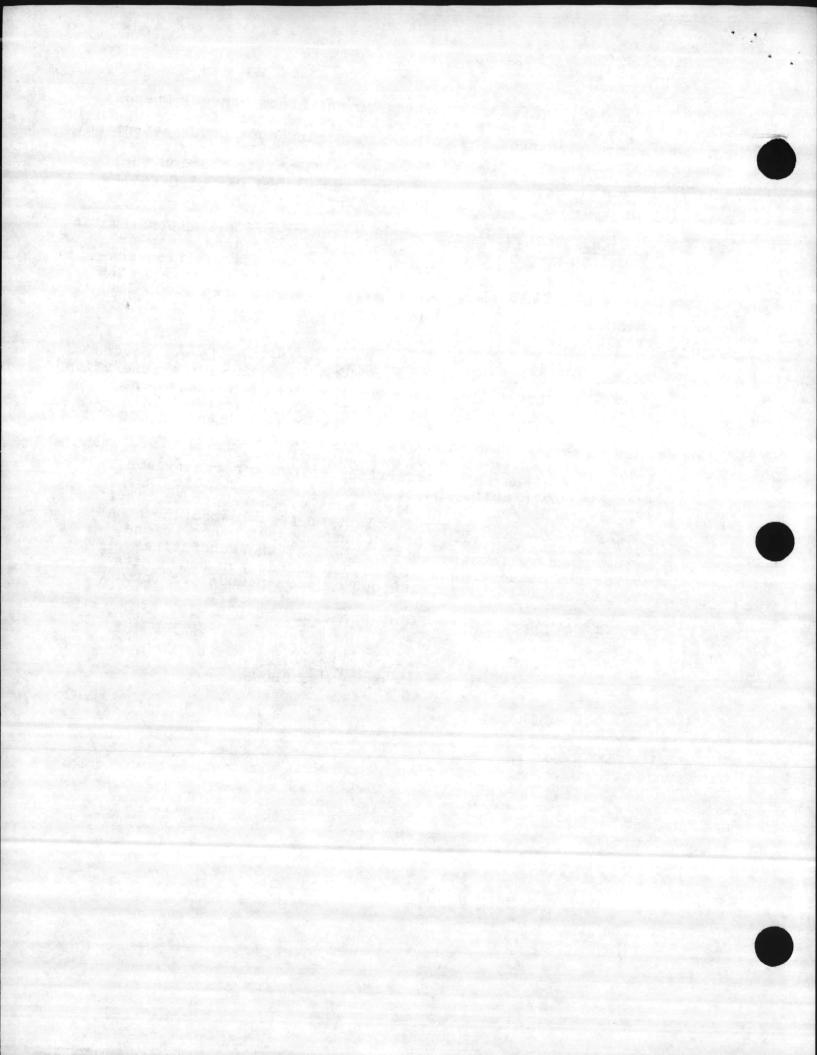
Series and Title: Firing or operation of one or more automatic or hand-fired, high or low pressure boilers to produce steam or hot water to provide heat for buildings and for use of the opera-tions of institutional facilities and equipment is covered by the Boiler Plant Operator Series, WG-5402. The authorized title for jobs in plants requiring continuous operator attention is Boiler Plant Operator.

Grade: The job description indicates that employees covered by this job description will operate boiler plants with a generation capacity from 120,000 pounds per hour , the primary assignment being at Camp Geiger and MCAS(H) Plants. For a portion of the time some of the employees will operate plants of less than 100,000 generating capacity. The employees covered by this JD are highly skilled and perform all plant operations and preventive maintenance tasks without reference to a supervisor. Though a supervisor is on board during each shift, he is normally not available in the plant for advice and/or assistance. Most of the supervisor's time is spent travelling from plant to plant or troubleshooting at a plant not requiring continous attention. By reference to the Job Grading Standard for the WG-5402 Series, the generating capacity for the cited Plants of 120,000 pounds per hour meets the criteria for WG-10, i.e., 100,000 or more pounds per hour.

Classification: Boiler Plant Openator, WG-5402-10. TV.

()

THE PLANES PROVIDE

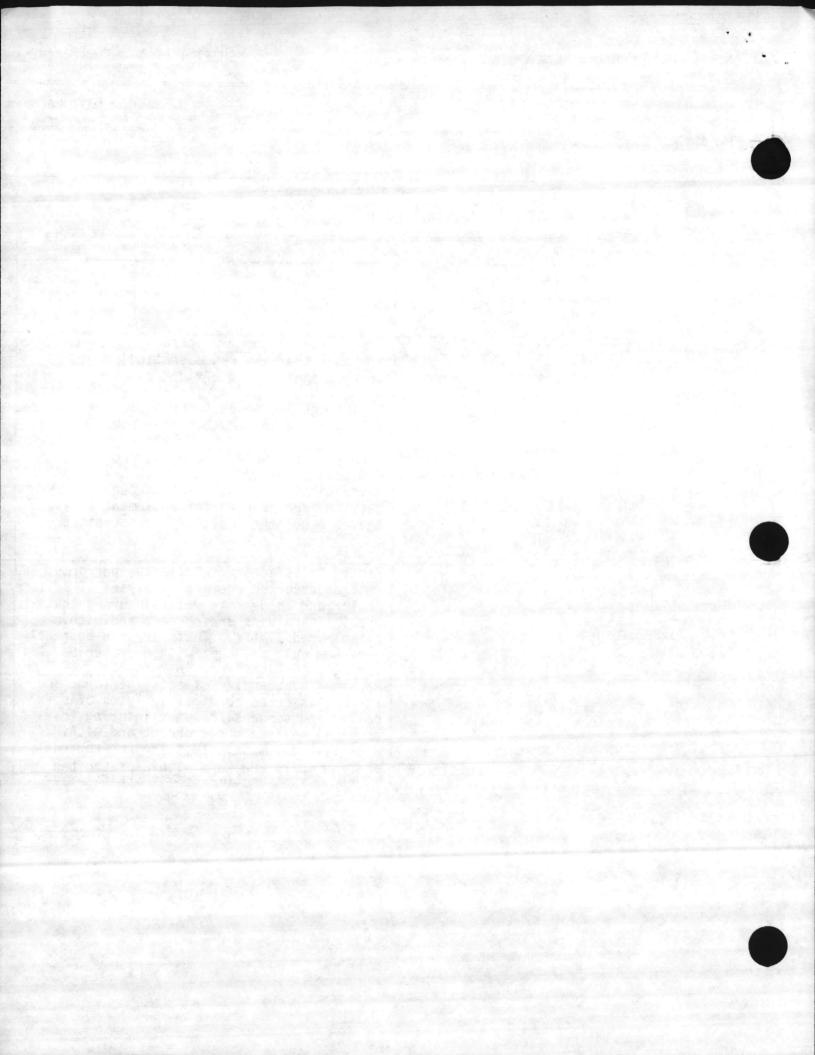


AT C F THE NAVY PERFORMANCE APPRAISAL	SHEET 1 of 1
 Read special instructions before completing this form. Renu ve instruction sheet before distribution. 	Distribution: (a) Civilian Perso $\frac{1000}{1000}$
NAME (last, first, middle initial)	OFFICIAL POSITION TITLE BOILER PLANT OPERATOR
TIES BEANCH MAINTENANCE DIVISION	DUTY STATION AND ADDRESS
COLUMN A ·	COLUMN B
PERFORMANCE ELEMENT (List performance elements below. Designate critical elements by entering "C" in the bracket below element no.)	PERFORMANCE STANDARDS (Indicate level, i.e., marginal, highly satisfactory, etc.)
Operaies assigned steam generating plant.	Highly Satisfactory: Operates steam plant in a manner that insures operating procedures meet designed plant efficiency with 2-3 oper- ational discrepancies during a rating period. Exceptions are granted for equipment failures that are not the fault of the operator. Marginal Standards: Operates steam plant in
	manner that insures operating procedures meet designed plant efficiency with 6-7 operationa discrepancies during a rating period. Ex- ceptions are granted for equipment failures that are not the fault of the operator.
Performs Laboratory Analyses.	Highly Satisfactory; Collects, performs, and records assorted chemical analyses of softene boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 1 variance in 20 shifts.
-	Marginal Standard: Collects, performs and records assorted chemical analyses of softene boiler and condensate water insuring that chemical analyses are correct and within established limits. Test are run correctly and chemicals are kept within prescribed limits with 4 variances in 20 shifts

2.

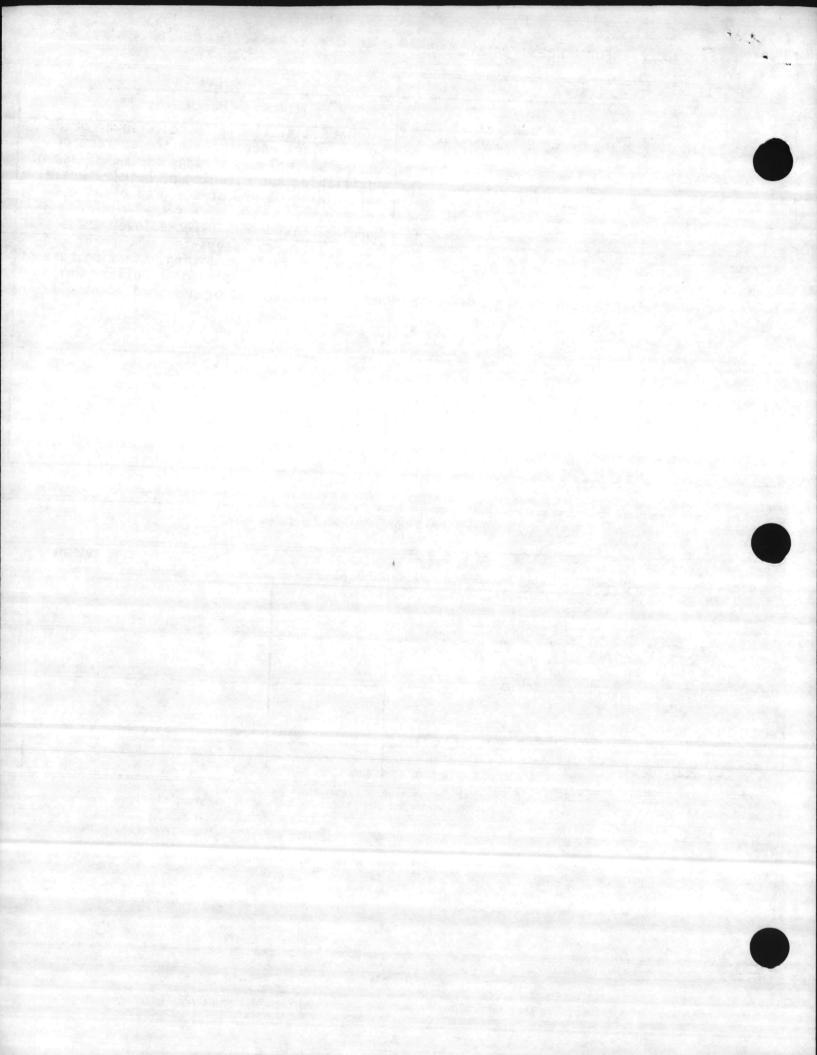
-

2.



TENT OF THE NAVY PERFORMANCE APPRAISAL

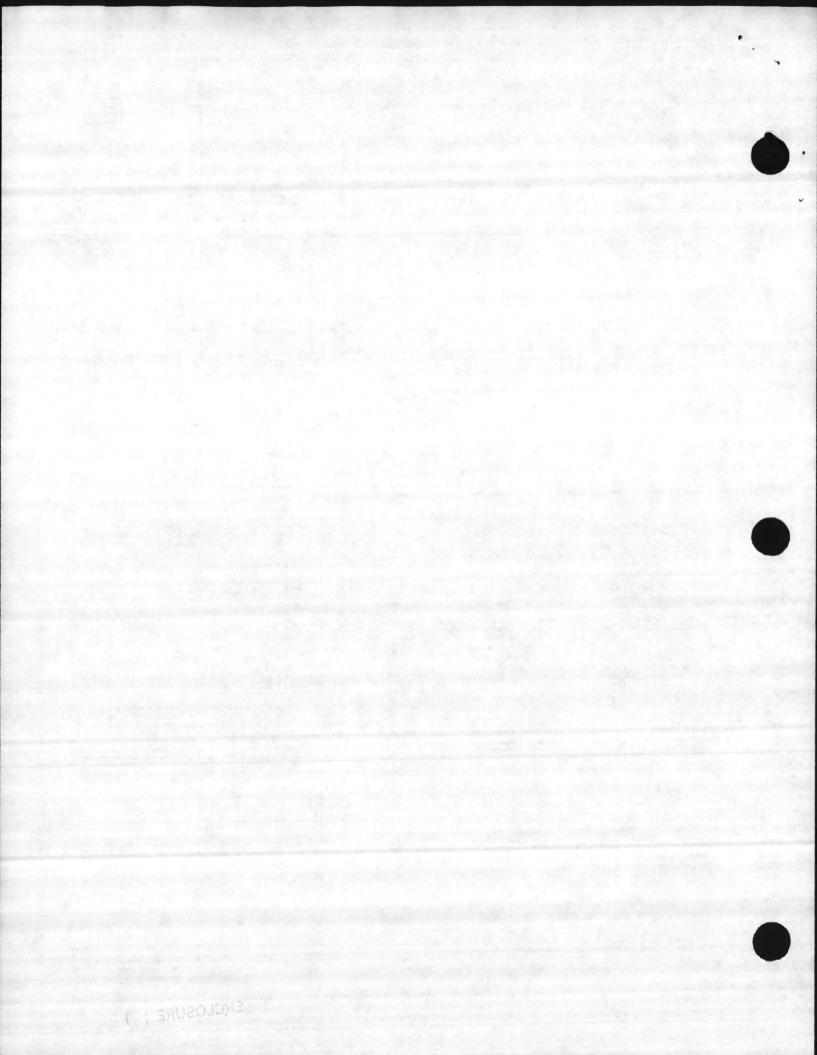
430/9 (11-80) Buck			COLUMN B					
	OLUMN A	PERFORMANCE STANDARDS						
	MANCE ELEMENT ng lower grade boiler	Highly Satisfactory: Directs lower grade boiler plant operators in the correct pro- cedure of fueling, firing, steaming, use of auxiliaries and cleaning of boielrs while maintaining 95-97% of designed plant eff- iciency. Marginal Standard: Directs lower grade						
		cedures of fue	ling, firing, steaming d cleaning of boilers v -92% of designed plant	while				
			·····					
		· *		Statement of the local division of the local				
)Your signate	ure indicates that a particular step has	то:	erstood.					
ICATION: Your signatu Date your si	ure indicates that a particular step has ignature. EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
ICATION: Your signate Date your signate	gnature.	то:		SOR				
APPRAISAL STAGES	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
APPRAISAL STAGES MENTS/STANDARDS	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
APPRAIEAL STAGES MENTS/S TANDARDS SET	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
APPRAISAL STAGES MENTS/: TANDARDS SET SOGRESS REVIEW(S) NUAL PEF FORMANCE	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
APPRAISAL STAGES MENTS/STANDARDS SET SOGRESS REVIEW(S)	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
APPRAISAL - STAGES EMENTS/S TANDARDS SET ROGRESS REVIEW(S) NUAL PEFFORMANCE	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				
APPRAISAL CATION: Your signate Date your si APPRAISAL STAGES EMENTS/S TANDARDS SET ROGRESS REVIEW(S) NUAL PEF FORMANCE APPRAISAL	EMPLOYEE	TO; s been completed and unde	SUPERVI	SOR				



OSITION DESC	RIPTION	(Please R	ead Instructions	on the Back)	1	ti Na se				The position No.
Reason for Submission	3. Service Dept'l	Field	4. Employing Office	Location	5. Duty	Station			-	Certification No.
Redescription A	New	Field	7. Fair Labor Standa			loyment/Fir	nancial Str	t Required	9. Subj	ect to IA Action
Explanation (Show any position	Other ns replaced)		Exempt X	Nonexempt	Yes		No		TYes	
			10. Position Status		11. Pos		12. Sens	itivity		mpetitive Level Code
			X Competitive			orvery	Criti	cal		Course Street And Street
			Excepted (Speci	fy)	Mar	nagerial	Non	critical	14. Age	ency Use
Classified/Graded by		Official Titl	e of Position			o Occupatio		sensitive Grade	Initials	Date
a. Civil Service Commission								aquis ing Shi		
b. Department,						Saller - S				1. 10 m 2 m 4
Agency, or Establishment	et y			dan dan		21.3		1. M.S.	6.2	
c. Buresu										A game
d. Field Office	les Plan	+ Ope	rater		WG	54	02	10	NR	DEC 0 4
e. Recommended by Supervisor or		1							100	a transformer a
Initiating Office Organizational Title of Position	(if different from of	ficial title)		1.	17. Nan	ne of Emplo	yee (if vac	ancy, speci	fyl	
Department, Agency, or Establis	hment			c. Third Subd	ivision	1. 				ANG TELES
arine Corps Base		jeune	N.C.		Genera	tion	Branc	h		
a. First Subdivision ase Maintenance	Departmer	nt		d. Fourth Sub	division		at - 17		•	ister dis
b. Second Subdivision				e. Fifth Subdi	vision	A. 7	-1.5 × •			18 18 18 18 18 18 18 18 18 18 18 18 18 1
tilities Divisio Employee Review. This is an a		of the majo	r duties and	Signature o	f Employee (e e Vezde				- odgeori wite
Supervisory Certification. 1 ce	which they then the			-	inter		1	11111		$= a_1^2 f_{\alpha\beta} a_{\beta\beta} f_{\alpha\beta}^2 f_{\alpha\beta} a_{\beta\beta} + \dots$
ajor outries and responsibility onships, and that the position or which I am responsible	es of this position is necessary to carr his certification is	and its orga	nizational rela-	ment and	d payment of	public fun	ds, and th	hat false o	mislead	ing to appoint- ling statements enting regula-
a. Typed Name and Title of Imm			_	b. Typed Nam		-19 Card	M.		Sec. 1	2011年1月1日日
L. SOUTHERLAND	BoilerPl	tUper	enFore	B. W. E		Mai	ntena	nce M		Date 777
. I. Souther	and.		11-5-80	1	WE	enos	2			11/6/80
Classification/Job Grading Cert classified/graded as required by	Title 5, U. S. Code,	in conforma	nce with stand-	22. Standards	Used in Class Exempt		ing Positio	CFI	-	- 18 84 MA
ards published by the Civil Ser apply directly, consistently with	vice Commission or	if no publi	shed standards	LIDE.	Nonexe		+	SPC	C	
Typed Name and Title of Officia				Unit	Status	-	HE.	BOC	-	- neder thick
LIVE S. DOWNI		ng				2010				
lassification				are availab	le in the per	sonnel offic	e. The c	assificatio	n of the p	neir application, position may be
Signature			DEC 0 4 19	tion on class BOFLSA, is av	ssification/in	b grading	anneals a	nd comple	inte on a	ssion. Informa- exemption from
Position Review Initials	Date	Initials	Date	Initials	Date	Initials	Dat		nitials (Date (\$15.75
a. Employee (optional)	= 10 ¹¹⁴¹	12		1. A. A. A.		$\frac{(4)_{i=1,1}}{(4)_{i=1,1}} = .$	S. Carro			60 mp
b. Supervisor		- 8- 3				98, 111 v	4	1	T	
c. Classifier C.L	11/8/82	bad	8/8/83			lift set :			1	
Remarks SECNAVIN Position La Letermined	rinel +	class	1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	TPMB	ul 53	51-16	+ -17	appl	hel II	113/85.000
• Description of Major Duties and	Responsibilities (see	attached)						-		
o-105			* GPO : 1977	O - 241-530 (305)	1)			Civil Servi	Optional ce Comm	Form 8 (Revised 8-77) ission, FPM Chap. 295
										AND AN
								ENCL	10110	
									JOR	E (9)
										/

•

~



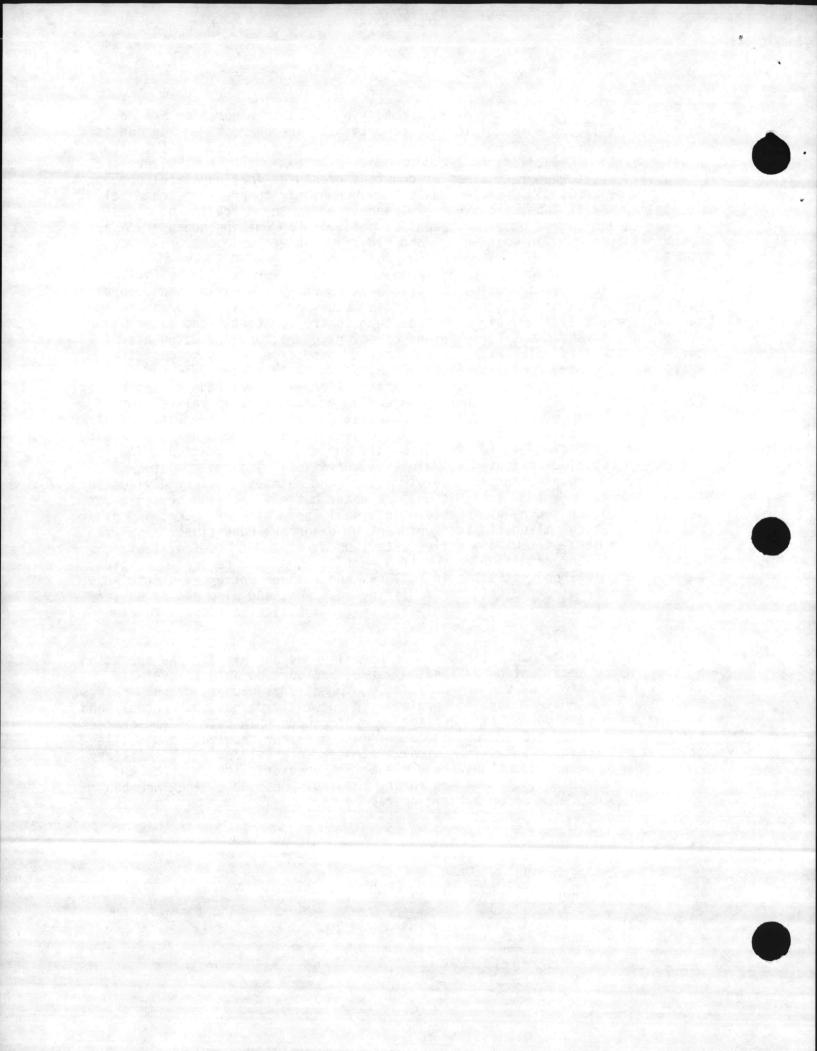
•

I. Introduction. This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. The purpose for the job is to control the operation of boilers operating at pressures of 150 P.S.I., with plant operating capacities to 120,000 pounds of steam per hour. Boilers are fired with oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Checks operation of equipment by observing and making necessary adjustments, also assists in maintenance and repair on above equipment.

II. Major Duties. Lights off and shuts down boilers for safe and efficient operation. Analyzes operation conditions as shown by indicating and recording meters and gauges affected by load changes, steam pressures, oil pressure and temperatures, fuel flow, air flow and other controls. Checks and makes minor adjustments to equipment for safe and efficient operation, including alarm devices, automatic, electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicator, air safety switches, protective relays, air compressors, feedwater deareators, and heaters, fuel oil heaters, internal chemical injection equipment, stop valves, forced draft fans, fuel and steam pressure controls, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and require the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets, inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Analyzes feedwater in make-up tank and boiler water, using standard chemical test. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boilers, and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, boiler auxiliaries and all related equipment.

III. <u>Skill and Knowledge</u>. Incumbent is normally responsible for the operation of boilers and equipment on designated watch, and must be able to evaluate operating conditions of steam generating equipment from gauges, graphs, charts, and dials. Must have a working knowledge in pneumatic combustion controls and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skills to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers and take all precautionary measures necessary to prevent damage to equipment and injury to plant personnel. The incumbent must hold a valid U.S.M.C. motor vehicle operators permit.

1





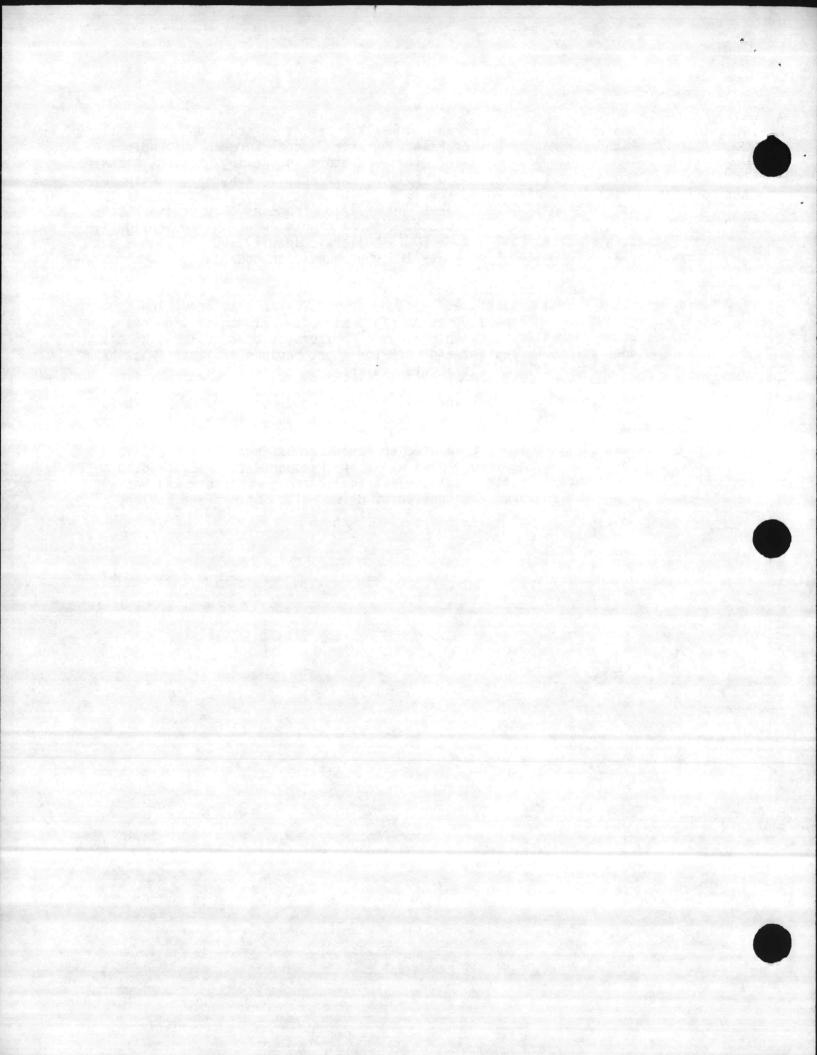
IV. <u>Responsibility</u>. The incumbent normally receives instructions from Boiler Plant Operator Foreman or Boiler Plant Operator General Foreman, depending on shift. Directs lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, safety and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision from shift supervisor. Incumbent works approximately 80% of the time on nights, weekends and holidays, on a rotating shift at Building G-650 (3 boilers) capacity 100,000 pounds per hour; A.S.-4151 (3 boilers) capacity 120,000 pounds per hour.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 130 feet for purposes of opening valves, cleaning tops of boilers, stoops, climbs, kneels, sits and does strenuous and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Morking Conditions</u>. Work is performed inside 90% of the time. Work in excessive hot climatic conditions, excessive noise, dust, and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have means of transportation. Exposed to possibility of burns, bruises, cuts, electrical current, moisture and hot and cold pipes. Normal hazards are conveyors, drive belts, motors and boilers.







ADTMENT C F THE NAVY PERFORMANCE APPRAISAL SO 12430/9 (11-80) S/N 0104-LF-924-3045

•

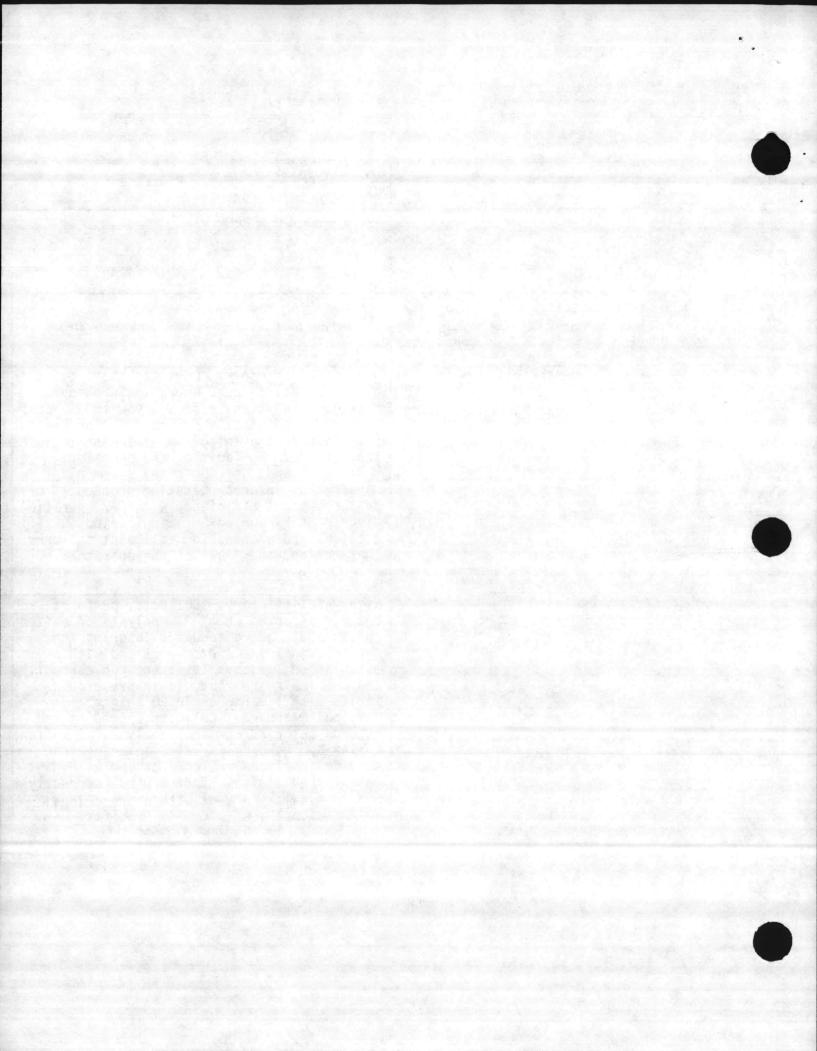
.

SHEET 1 of 1

SO 12430/9 (11-80) S/N 0104-LF-924-3045	9D 5580
Read special instructions before completing this form. Rema ve instruction sheet before distribution.	Distribution: (a) Civilian Person W6-5402-10
Leename (last, first, middle initial)	OFFICIAL POSITION TITLE BOILER PLANT OPERATOR
ANIZATION TITLE AND CODE LITIES BEANCH E MAINTENANCE DIVISION	DUTY STATION AND ADDRESS
COLUMN A	COLUMN B
PERFORMANCE ELEMENT B CList performance elements below. Designate critical elements by entering "C" in the bracket below element no.)	PERFORMANCE STANDARDS (Indicate level, i.e., marginal, highly satisfactory, etc.)
Operates assigned steam generating plant.	Highly Satisfactory: Operates steam plant in a manner that insures operating procedures meet designed plant efficiency with 2-3 oper- ational discrepancies during a rating period. Exceptions are granted for equipment failures that are not the fault of the operator. Marginal Standards: Operates steam plant in a
	manner that insures operating procedures meet designed plant efficiency with 6-7 operational discrepancies during a rating period. Ex- ceptions are granted for equipment failures that are not the fault of the operator.
Performs Laboratory Analyses.	Highly Satisfactory: Collects, performs, and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 1 variance in 20 shifts.
	Marginal Standard: Collects, performs and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Test are run correctly and chemicals are kept within prescribed limits with 4 variances in 20 shifts

2.

•...;



A RTMENT OF THE NAVY PERFORMANCE APPRAISAL 30 12430/9 (11-80) Back

COLUMN A	COLUMN B
PERFORMANCE ELEMENT	PERFORMANCE STANDARDS
Assists in developing lower grade boiler plant operations.	Highly Satisfactory; Directs lower grade boiler plant operators in the correct pro- cedure of fueling, firing, steaming, use of auxiliaries and cleaning of boielrs while maintaining 95-97% of designed plant eff- iciency. Marginal Standard: Directs lower grade
	boiler plant operators in the correct pro- cedures of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 90-92% of designed plant eff- iciency.
	······································
510E	то;

ŧ

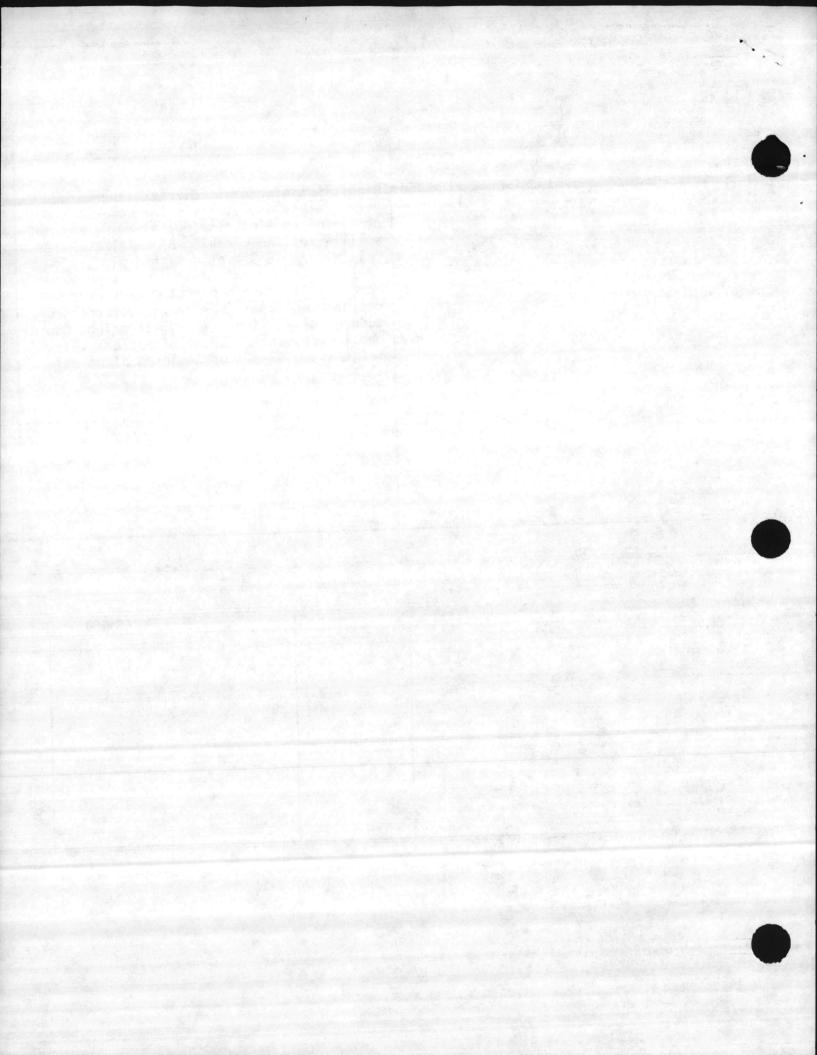
....

IFICATION: Your signature indicates that a particular step has been completed and understood. Date your signature.

APPRAISAL	EMPLOYEE		SUPERVISOO	
	SIGNATURE	DAĩe	SUPERVISOR SIGNATURE	D
MENTS/STANDARDS SET				
DGRESS REVIEW(S)				
			<i>v</i>	
JAL PEF FORMANCE APPRAISAL				

WWA 15 11 TE VIL .85

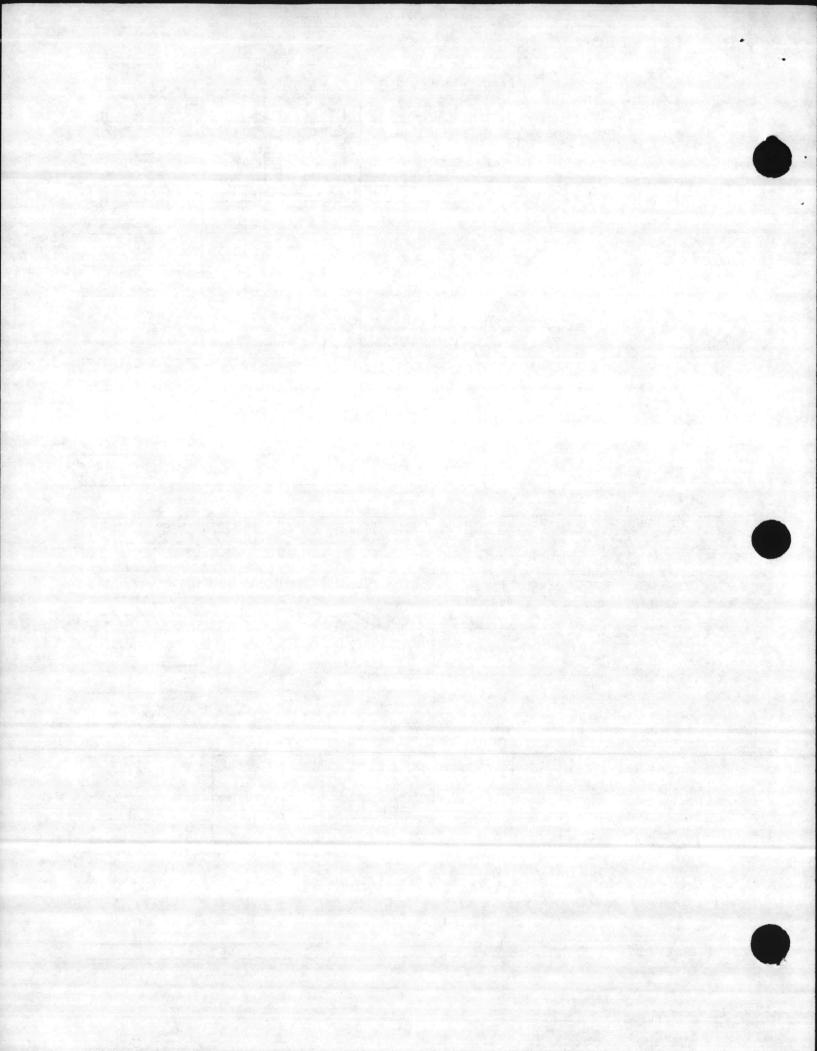
TENNE"



				PERFORM	ANCE S	STD A	TT	ACHE	D		1	CE
NCITIZON	DESCR	RIPTION	(Please Re	ead Instructions	on the Bac	k)						1 +8000/
Reason for Submissio	n	3. Service		4. Employing Office	Location	5.	Duty	Station				Certification No.
Redescription		lew Dept'l	X Field	Camp Lejeu	ne. N.	c.						
Explanation (S +0w		ther replaced	101.34	7. Fair Labor Standa		8.	1	date of	No No	nt Required		es No
Replaces B			anaton	10. Position Status	Nonexempt	11.	Yes	tion'is	12. Sen	sitivity		ompetitive Level Code
G-5402-11	oner	Fianc Ope	eracur				Sun	rvsry	Crit	ical	1996	1. 19 C 20
D 50-77				Excepted (Specif	fy)			agerial		ncritical	14. Ag	ency Use
<u></u>						X	Neit			sensitive		i (lašv. s.č.
Classified/Graded by			Official Title	of Position		Pay	Plan	Occupati	onal Code	Grade	Initials	Date
a. Civil Service Commission	No. Con							Adda and A	20 A			a strategie in the
b. Department, Agency, or	Adapt.			1-6 2.00200				-440	- 199		1.23	Sulfie .
Establishment	-						-				-	
c. Bureau								NG ^N		対視	11.3	a fing and
1. Alexandre and a second s	0 -	1 011	1 (2)	+			10	Ac				01028
d. Field Office	Dock	in Plant	Open	alor		h	16	540	02	11	NB	DEC 1 0 1
e. Recommended by Supervisor or Initiating Office	1.1.1.1.1.1		1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 -					The second	n der son der s Er state son der son de	14.3		in the second
Organizational Title	of Position (i	f different from of	ficial title)			17.	Nam	e of Emplo	oyee (if va	caqcy, spec	ify)	
								19	.	•	1.14.14	and the second
Department, Agency					c. Third Su Steal	m Gen	era	tion	Bran	h		111111111
Marine Cor a. First Subdivision	ps Bas	e, Camp I	ejeune	e, N.C.	d. Fourth S			-2013C				the cost
Base Maint	enance	Departme	ent		-							19 3 41 - 36 19
b. Second Subdivision Utilities		on	5	1	e. Fifth Sul	odivision		194 yr 1900 - 1	204 (12). 204 (12):		i Agen	. dia
Employee Review.			of the major	duties and	1 ' Signatur	e of Emplo		otionall	131	1.19		1 + 1 + 10 + 1 + 1 + 1 + 1 + 1 + 1 + 1 +
asponsibilities of m							,	10				S. SALPH . J
Supervisory Certifica	sponsibilitie	s of this position	and its orga	nizational rela-	ment	and payme	nt of	public fui	nds, and i	hat false d	or mislea	ting to appoint- ding statements
	ponsible _TI	his certification is	made with	the knowledge	tions.							nenting regula-
a. Typed Name and					b. Typed N			17	Acta Direct			10 10 10 10 10 10 10 10 10 10 10 10 10 1
SHEPARD			perator		J	. ELS				ance r		
Signature	DI	1. 1	'	Date 10-30-80	Signature	111	5	10	-		1.54	Date
Classification/Job G	rading Certif	ication. I certify	that this pos	ition has been		ds Used in	Classi	ifying/Grad	ling Positio	on	1000	11 71 60
classified/graded as ards published by ti	required by the Civil Serv	Title 5, U. S. Code, ice Commission or	in conformal	nce with stand- shed standards	22. Standar FLSA				1	CFI	_	
apply directly, consi Typed Name and Tit			e published	standards.	Unit	None	EXe	mpt ¥	V	SPC	C	
OLIVE S		A STATISTICS AND A STATISTICS AND A	ting			193	d	OTA	tee	BOC		C. Martin
Classif					are avail	able in the	e pers	sonnel offi	ce. The	classificatio	on of the	their application, position may be
Signature) .		Date	tion on to FLSA, is	classification	on/jol	b grading	appeals,	and compl	laints on	exemption from
Position Review	Initials 1	Date	Initials	DEC 1 0	Initials			1	1			- 1 ³ -
a. Employee		0			Inicials	Date	<u></u>	Initials	Da	ite	Initials	Date groups
(optional)				1				all an an	 			1993 (1995) - 1994 (1995)
b. Supervisor		1						ng pananan Ng				in the second
c. Classifier				1				alation -		100		
Remarks Si	a sin	VINST 1	2510,-	7A:	*:	APM C	But	551-1	16 +	-17 ay	oplie	D 11/13/85. 1
1	ou lite	letermi Pos.	el +	Am				R.				°
C.C.	Carrie C	Del me	ner f	mper.				÷				
17												
	the second se	Responsibilities (see			the second s							

.

* GPO : 1977 O - 241-530 (3051)

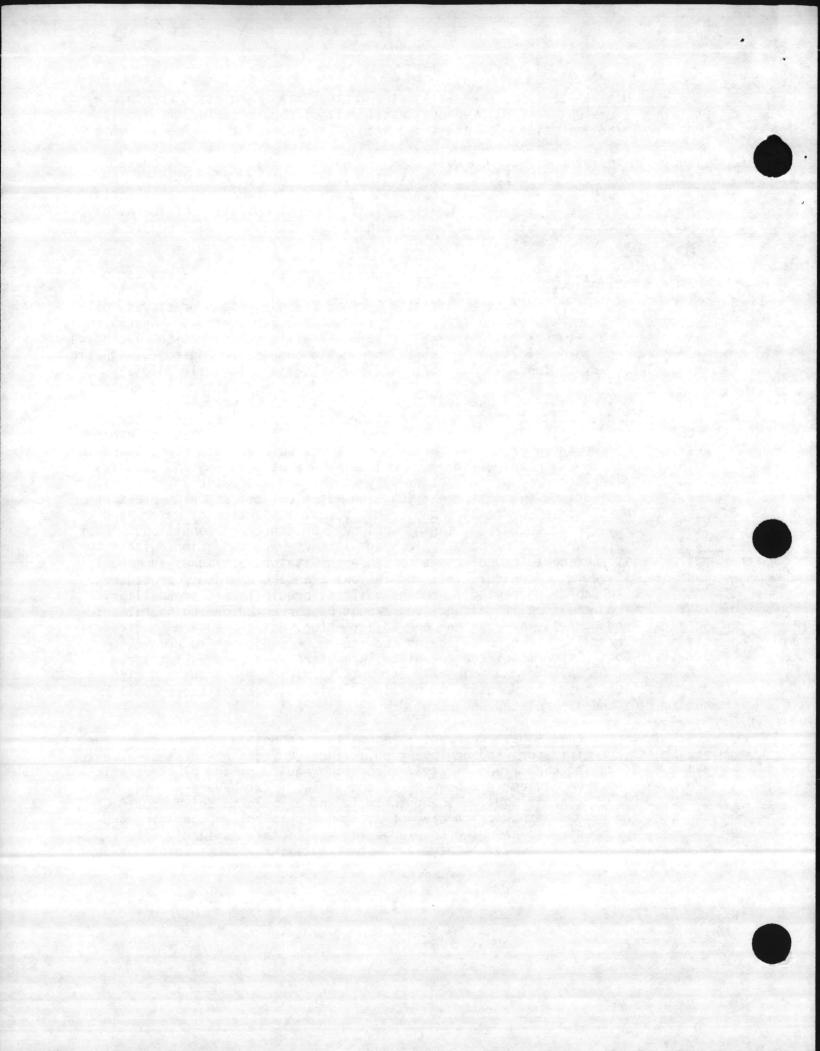


I. Introduction. This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. The purpose for the job is to control the operation of boilers operated at pressures of 150 P.S.I., with plant operating capacities of 500,000 pounds of steam per hour. Boilers are fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as electrostatic precipitators, air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Checks operation of equipment by observing and making necessary adjustments, and assists in maintenance and repair on above equipment.

II. Major Duties. Lights off and shuts down boilers and precipitators for safe and efficient operation. Analyzes operating conditions as shown by indicating and recording meters and gauges affected by load changes, steam pressures, oil pressure and temperatures, fuel flow, air flow, and other controls. Checks and makes minor adjustments to equipment for safe and efficient operation, including alarm devices, automatic, electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicator, air safety switches, protective relays, air compressors, feedwater deareators and heaters, fuel oil heaters, internal chemical injection equipment, stop valves, forced and I. D. fans, fuel and steam pressure controls, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets, inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Must be able to discharge the electrostatic precipitators when conditions within the boiler exist that could cause damage to the precipitator. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boilers, precipitators or auxiliary equipment from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up tank and boiler water, using standard chemical test. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boilers, and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, precipitators, boiler auxiliaries and all related equipment.

III. Skill and Knowledge. Incumbent is normally responsible for the operation of boilers, precipitators and equipment on designated watch and must be able to evaluate operating conditions of steam generating equipment and electrostatic precipitators from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skills to immediately make changes in control systems; close valves, start auxiliary pumps, change or

1



shut down boilers, secure precipitators, and take all precautionary measures necessary to prevent damage to equipment and injury to plant personnel. The incumbent must hold a valid U.S.M.C. motor vehicle operators permit.

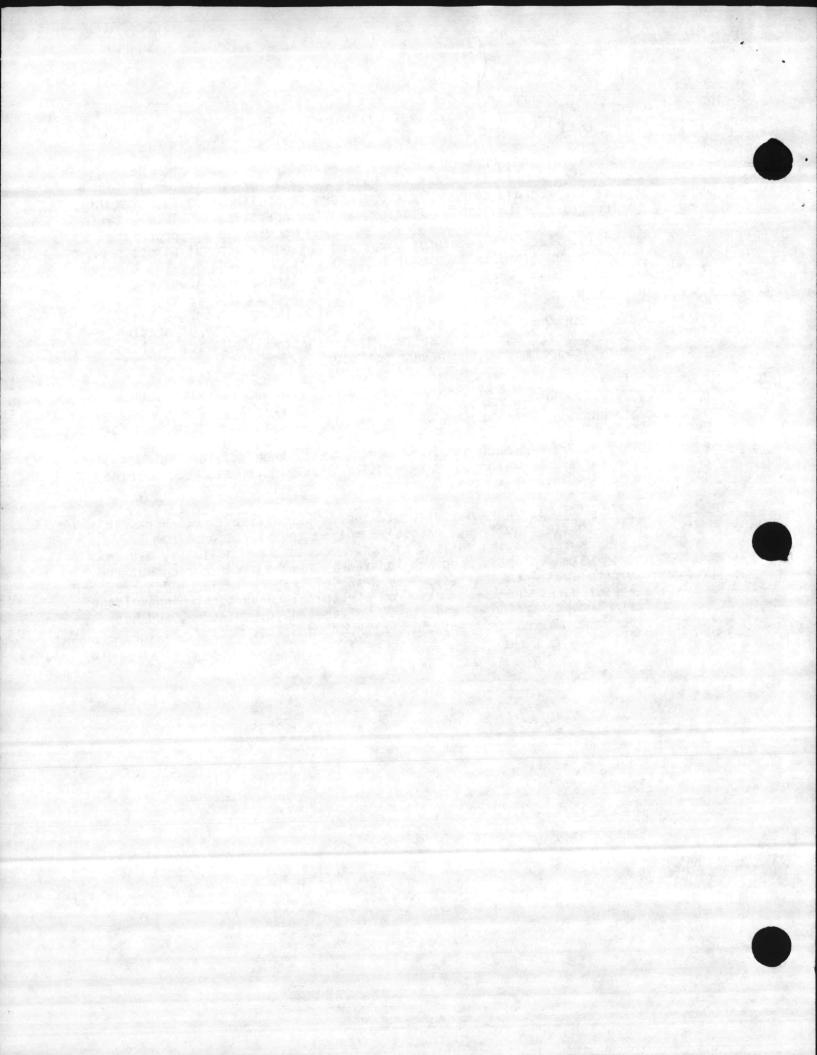
IV. Responsibility. The incumbent normally receives instructions from Boiler Plant Operator Foreman or Boiler Plant Operator General Foreman, depending on shift. Directs lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, use of boiler auxiliaries, and the operation of electrostatic precipitators. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision from shift supervisor. Incumbent works approximately 80% of the time on nights, weekends, and holidays, on a rotating shift at Building 1700, and occasionally works at smaller capacity plants. Incumbent pulls leave for WS-9 Shift Foreman when designated. Must have means of getting to work at the plant that continuously requires a Boiler Plant Operator, WG-11 is: Building 1700 (5 boilers) capacity 500,000 pounds per hour.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 130 feet for purposes of opening valves, cleaning tops of boilers, checking electrostatic precipitators, motors and machinery. Stoops, climbs, kneels, sits and does strenuous and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Morking Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise, and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays, may be required to work steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have means of transportation. Exposed to possibility of burns, bruises, cuts from electrical conductors, high voltage DC electrical current, arcing DC and static voltage, dust, moisture, and hot and precipitators.







RTMENT O F THE NAVY PERFORMANCE APPRAISAL) 12430/9 (11-80) S/N 0104-LF-924-3045

0 12430/9 (11:80) S/N 0104-LF-924-3045	QD 71-80 SHEET TOT T	1
Read : pecial instructions before completing this form. Remo 'e instruction sheet before distribution.	Distribution: (a) Civilian Per $W6-5402-11$	sor
NAME (last, first, middle initial)	OFFICIAL POSITION TITLE	
the state of the s	BOILER PLANT OPERATOR	
TIES BRANCH MAINTENANCE DIVISION	DUTY STATION AND ADDRESS	
COLUMN A ·	COLUMN B	T
PERFORMANCE ELEMENT (List performance elements below. Designate critical elements by entering "C" in the bracket below element no.)	PERFORMANCE STANDARDS (Indicate level, i.e., marginal, highly satisfactory, etc.)	
Operates assigned steam generating plant.	Highly Satisfactory: Operates steam plant in a manner that insures operating procedures meet designed plant efficiency with 2-3 oper- ational discrepancies during a rating period. Exceptions are granted for equipment failures that are not the fault of the operator. <u>Marginal Standard: Operates steam plant in</u> a manner that insures operating procedures meet designed plant efficiency with 6-7 operational discrepancies during a rating period. Exceptions are granted for equip- ment failures that are not the fault of the operator.	
Performs Laboratory Analyses.	Highly Satisfactory: Collects, performs, and records assorted chemical analyses of softene boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 1 variance in 20 shifts. Marginal Standard: Collects, performs and	r,
	records assorted chemical analyses of softene boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 4 variances in 20 shifts	r
	* Continue on Reverse	

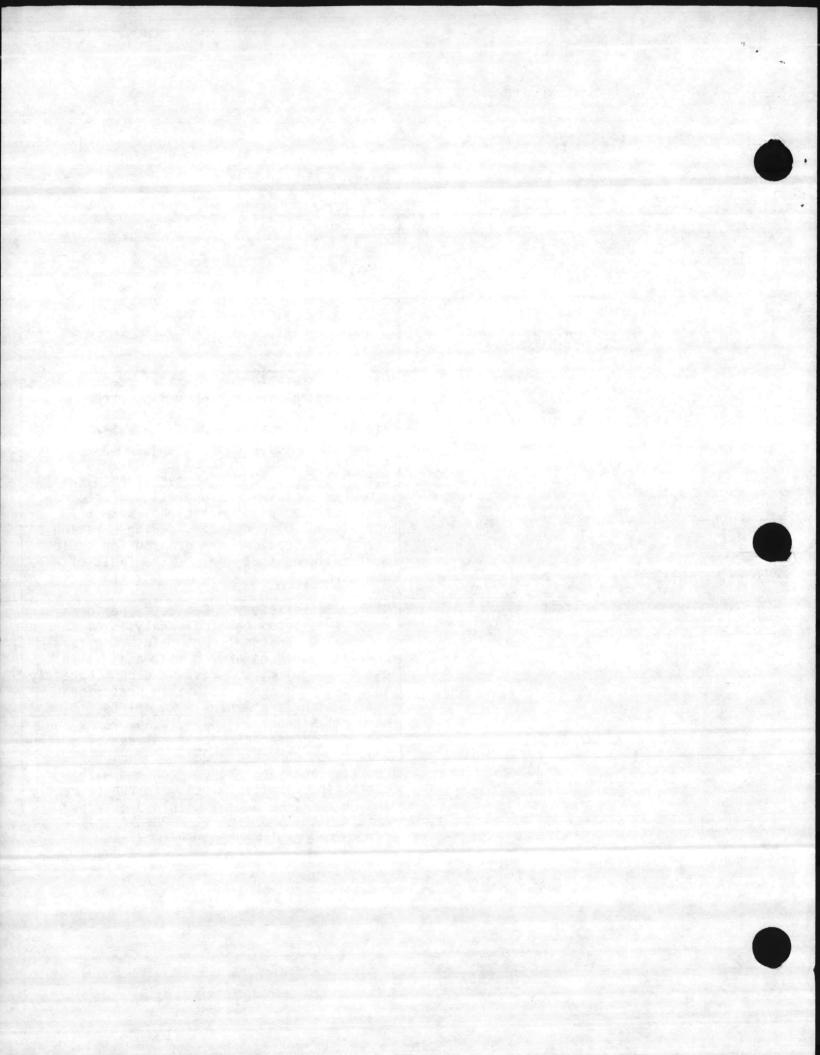
.

,

.

1:57

SHEET 1 of 1



PARTMENT OF THE NAVY PERFORMANCE APPRAISAL /SO 12430/9 (11-80) Back

٠

.

PERFORMANCE STANDARDS
Highly Satisfactory: Directs lower grade boiler plant operators in the correct pro- cedure of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 95-97% of designed plant eff- iciency. Marginal Standard: Directs lower grade
boiler plant operators in the correct proce dures of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 90-92% of designed plant eff- iciency.
1 - 1

TO:

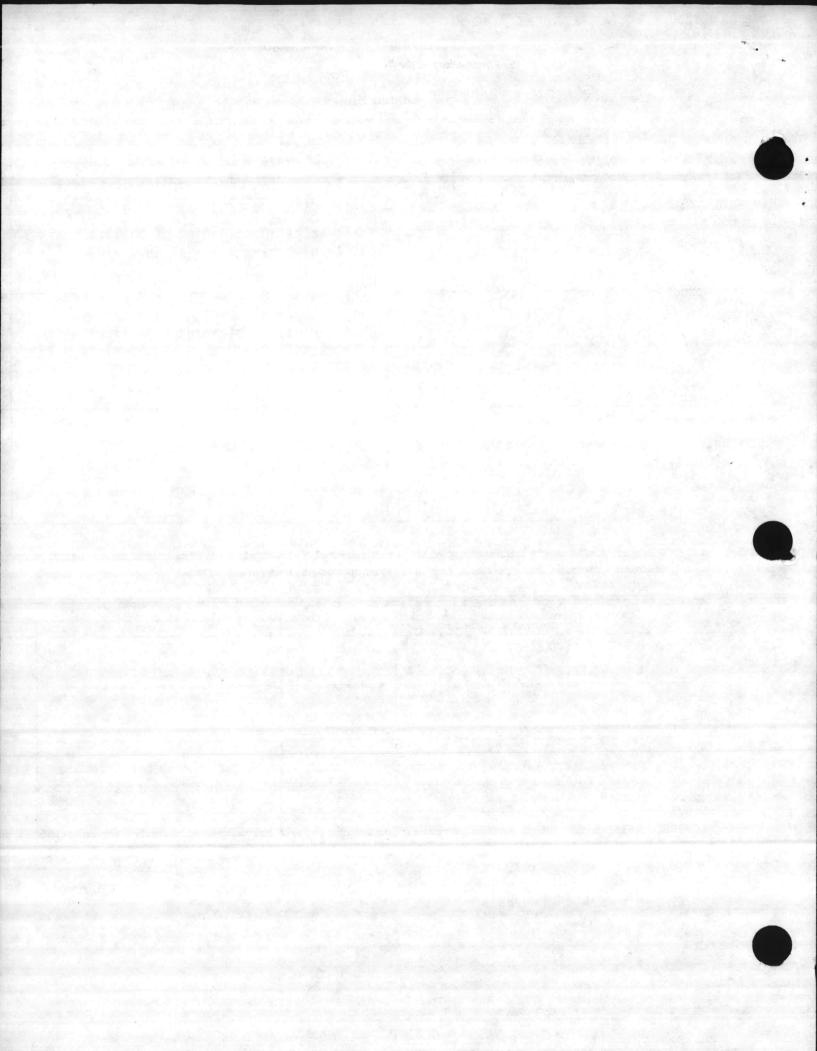
TIFICATION: Your signature indicates that a particular step has been completed and understood. Date your signature.

APPRAISAL	EMPLOYEE		SUPERVISOR			
²⁻ STAGES	SIGNATURE	DATE	SIGNATURE	I		
LEMENTS/: TANDARDS SET						
PROGRESS REVIEW(S)						
NNUAL PEF FORMANCE APPR/ ISAL						

11 26 20 10

13.85

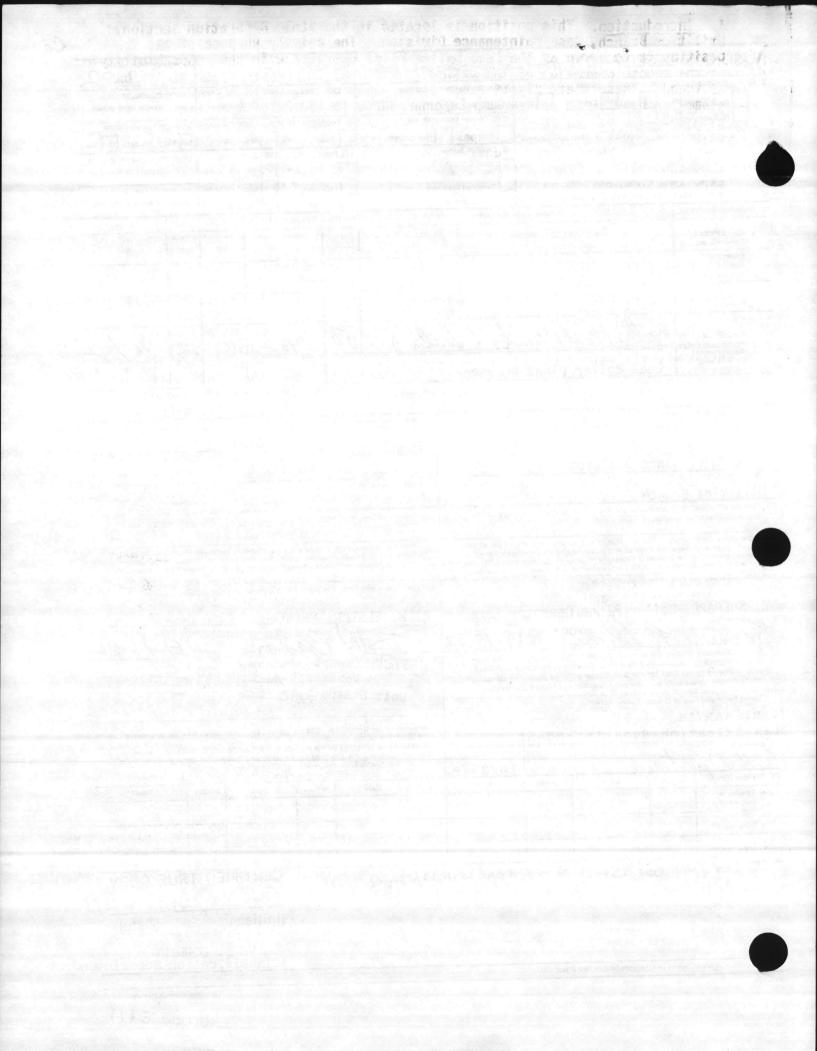
1



Ber briment	NCT -20U2I(IA	0' OL JOUROURI		Read Instruction		10 .1	14 Gene	191 JULLY	duction t	D Positi	L. 40	2.2	82
Destat	MANDOLA SI	XINECTIO		wide Gampule	jeune	ion 13th	BE DU	ty Station C	mons for	tine Facto	06.5000	Curality and	ACTION
RANGU	DELISI LOU	tions replaced)		* Trifalt Labor St	tenderds Ac	a ,ou				nt Required		int to LA A	COLURU.
Volanetion I	Managerial"	norition is or	ie that lijs	(the Exemple		And Tala	S LUE Ve	BECL 14101				d victor	lo la
	ALTA			10. Position Sta	tus	inda		sition is,	12 Sen	titivity. Lot	13,00	mpetitive Le	wel Code
the t	A JOSIALBONS	אק גווניוויטט א	Buiseld	Competitive	R:	1 44 " 107	LSu	prvsry				dditional	puitos
MOGL	CISH A JOS A	onsibility dott	uad in this	B 13 - Chapted (S	pecify)	11.4		ither	Non	entical Dec		Incy Use	0
Classified/Gild	ded by the	POSITICAL THEY	Official 7	Atle of Position			and the owner where the party is not			Grade	Inisjota-		au pl
a. Civil Stille		1. 41 - 11 de				.я* -	1	64.3 may		the west of	2 hub		Children Children
b. Department Agancy, oro Establishme	Lander Com. C.		- 1001 - 14 - 1001 - 14								1. 1845 C	· · · · · · · · · · · · · · · · · · ·	
: CHECK)											-		
c. Bureau gr	1 16. 2	· · · · · ·	A'L.	Section Section	1.00			1			s port	in the de-	1 : M
d. Filidona		ils He	Ale.	At My	PA)	11.0	1	1.1			101	1.
DAR	SI 200 LA	N (.a. 212 for		aur (d	eader	1	Wf	540	2	12	R	126	182
Initiating Of	fice Le	ad Boile	r Plant	Operator		ar an	1.1	- 11			Cision	17404. 191 03 191011	
Less -	. All and the second	il different from		1. S. S. M. S.	T. Aller		17. Nam	e of Emplo	and the second	ncy, specify,	,		1.110
Department, Ag	· · · · · · · · · · · · · · · · · · ·				1	ind Sector			10.00	a.,	1.44	167 - 17	• •
arine Co	orps Ba	sé, Camp	Leieun	e. NC		oam Co		hier (: · . //	a and	
- First Subdivit	HON	·		<u>, 110</u>	d. For	eam Ge	ion	cion s	ectio	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1		1000	
ase Mail	ntenanci	e Divisio	n.			•				10 12	an chuir Na		
		nandri i dende Navar e carico	and at the second	1.4.	e. Fift	th Subdivisio	n .				12000	1. 1. 1.	
esponsibilities o	of my position.	accurate descriptio	n or the majo	or duties and	I Sigr	nature of Em					Conception in the local division of the loca		
pervisory Cer	tilication. / c	ertity that this is	an accurate s	statement of the	1							11 A	
baships, and th	hat the position	ertify that this is fies of this position is necessary to ca	and its org	anizational rela-	1 th	at this infor	mation is	to be used					
or which I am	hat the position responsible:	is necessary to ca This certification	rry out Gover is made with	anizational rela-	th m tic	eat this infor ent and pay ay constitut	mation is ment of p e violatio	to be used bublic lund bins al succ	h statutes	or their in	nplement	istatement. ting regula	
briships, and the or which I am . Typed Name a	hat the position responsible: and Title of Ima	nis necessary to ca This certification mediate Supervisor	is made with	anizational rela- nment functions the knowledge	ih m Tu b. Type	eat this infor ent and pay ay constitut ons ed Name and	mation is ment of p e violatio	to be used bublic lund bins al succ	h statutes	or their in	nplement	istatement. ting regula	
briships, and the or which I am . Typed Name a	hat the position responsible: and Title of Ima	nis necessary to ca This certification mediate Supervisor	is made with	anizational rela- nment functions the knowledge	ih m Tu b. Type	eat this infor ent and pay ay constitut ons ed Name and	mation is ment of p e violatio Title of H	to be used bublic lund ons al such tigher-Level	h statutes	or their in	Insleading	istatement. ting regula	
SHEPAR Signature	hat the position responsible and Title of Im RD. Boil	er Plant	Operat	anzational rela- imment functions the knowledge		eat this infor ent and pay ay constitut ons ed Name and	mation is ment of p e violatio Title of H	to be used bublic lund ons al such tigher-Level	h statutes	or their in	Insleading	istatement. ting regula	
SHEPAR SHEPAR Surfacture	And the position responsible. and Title of Imm BD. BOIJ	er Plant	Operat	Anizational rela- imment functions the knowledge Date 10ate 19-13.82 silion has been		at this infor ent and pay ay constitut ons ed Name and WELS	mation is ment of p e violatio Title of F	to be used oublic fund ons af such tigher-Level Main	s. and inal h statutes I Supervisor	or their in	Insleading	istatement. ting regula	
SHEPAR SHEPAR Selector	Al the position responsible: and Title of Ime BD: BOI BO: BOI Grading Cert of Grading Cert of Grading Cert of the required by the chill Sec	er. Plant	Operat that this pos that this pos that this pos	anzational rela- imment functions the knowledge Cor_Eoreman Date 19-13. 82 Silion has been nee with stand.		at this infor ent and pay ay constitut ons ed Name and W Buy FI-S Construction M Buy FI-S Construction M Buy FI-S Construction Co	mation is ment of p e violation Title of F STON BROW Nones	to be used bublic fund ons at such tigher-Level Main Main Mol Gradin Kompt	Supervisor	or Iheir in or Manager CE_Man	Insleading	istatement. ting regula	
SHEPAR SUPACIONAL SUPA	hat the position responsible and Title of Imm D. BOU 6 Grading Cert of Braquing Cert of Bra	er Plant Illeation. I cortily vice Commission of the mass application	Operat that this pos that this pos that this pos	anzational rela- imment functions the knowledge Cor_Eoreman Date 19-13. 82 Silion has been nee with stand.		at this infor ent and pay ay constitut ons ed Name and W Buy FI-S	mation is ment of p e violation Title of F STON BROW Nones	to be used bublic fund ons at such tigher-Level Main Main Mol Gradin Kompt	Supervisor	or their in	Insleading	istatement. ting regula	
Antipa and the second s	hat the position responsible and Title of Imu B. Boil B. Boil B. Grading Cert dis required by by the Christ consistently with Title of Officia FIN.	er Plant Hication. I certification Hication. I certification Illication. I certify Tithe J. U. S. Code Vice Commission of the mass applicat	Dperat Dperat Is made with Operat I hat this pos I in conforma I in o published	anizational rela- imment functions the knowledge Date 19-13-82 silion has been nee with stand- shed standards standards.	и 	at this infor ent and pay ay constitut ons ed Name and W W W W W W Unit	mation is in mont of p violation Tule of the SION Exempt Noneps tatus	to be used bublic lung ons al suci ligher Level Main Main Soffadin kompt	tenance Prairies	or their in or Manager CE Man CFI SPC E BOC			s <u>82</u>
SHEPAR SHEPAR SHEPAR SHEPAR SHEPAR SHEPAR SHEPAR SHEPAR SHEPAR Hassification/Jot Has	hat the position responsible and Title of Imu B. Boil B. Boil B. Grading Cert dis required by by the Christ consistently with Title of Officia FIN.	er Plant Illeation. I cortily vice Commission of the mass application	Dperat Dperat Is made with Operat I hat this pos I in conforma I in o published	anizational rela- imment functions the knowledge Date 19-13-82 silion has been nee with stand- shed standards standards.	b. Type 22. Star	A Constitution of the second s	mation is imment of period	to be used oublic lung ins al suci digher-Level Main Mol Gradin Kompt S Doro	Enance Position	or their in or Manager CE Man CFI SPC BOC	on their	application	\$ \$ \$ 2 3 3 2 3 3 3 3 3 3 3 3 3 3 3 3 3
SHEPAR SHEPAR Signature Signature Signature Signature Massification/Jot lassificatio	hat the position responsible and Title of Imu B. Boil B. Boil B. Grading Cert dis required by by the Christ consistently with Title of Officia FIN.	er Plant Hication. I certification Hication. I certification Illication. I certify Tithe J. U. S. Code Vice Commission of the mass applicat	Dperat Dperat Is made with Operat I hat this pos I in conforma I in o published	t Date Date Date Date Date Date Date	b. Type b. Type 22. Star 22. Star inform	at this infor ent and pay ay constitut ons ed Name and W W W W Unit Stad wailable in the we classification	mation is mont of p e violation Title of F STON EXCIT Nones Status mployees. he person ected by	to be used oublic lung ins al suci tigher-Level Main Main Corro s 20070	Position Provide the class or the class	or their in or Manager CE_Man CFI SPC BOC	on their the position	application, ion may be	\$ <u></u>
SHEPAR SH	hat the position responsible. and Title of Ime BD: BOU BO: BO BO: BO	er Plant Hication I control This certification mediate Supervisor er Plant Hication I certify Tithi 3. U. S. Code vice Commission of the mass applicat Taking Action Superint	Operat Derat Is made with Operat Ital this pos I that this post I that this post	t t t 10/27/8	L B. Type . Type . Type . Type 	A Constitution of the second s	mation is mont of p e violation Title of F STON EXCIT Nones Status mployees. he person ected by	to be used oublic lung ins al suci tigher-Level Main Main Corro S 2000 The stand the agency proving app personnel	Position Provide and the class of the class of the class of the class of the class of the cort	or their in or Manager CE_Man CFI SPC BOC	on their mission on their the position on exemption	application, ion may be	\$ <u></u>
Inships, and the or which J are Typed Name of Stature	hat the position responsible and Title of Imu B. Boil B. Boil B. Grading Cert dis required by by the Christ consistently with Title of Officia FIN.	er Plant Hication. I certification Hication. I certification Illication. I certify Tithe J. U. S. Code Vice Commission of the mass applicat	Dperat	t Date Date Date Date Date Date Date	b. Type b. Type 22. Star 22. Star inform	unit of Fisher	mation is mont of p e violation Title of F STON BEENIN Nones Status mployees. he person ected by ion/job g	to be used oublic lung ins al suci tigher-Level Main Main Corro S 2000 The stand the agency proving app personnel	Position Provide and the class of the class of the class of the class of the class of the cort	or Manager or Manager CE Man SPC BOC BOC BOC Complaints complaints	on their the positional	application, ion may be	\$ <u>8</u> 2
Diships, and the or which I am Typed Name of SthEPAR Signature Innel Issification Job Issification Job Issificat	hat the position responsible. and Title of Ime BD: BOU BO: BO BO: BO	er Plant Hication I control This certification mediate Supervisor er Plant Hication I certify Tithi 3. U. S. Code vice Commission of the mass applicat Taking Action Superint	Operat Derat Is made with Operat Ital this pos I that this post I that this post	t Date Date Date Date Date Date Date Dat	L B. Type . Type . Type . Type 	unit Single Sing	mation is mont of p e violation Title of F STON BEENIN Nones Status mployees. he person ected by ion/job g	to be used oublic lung ins al suci tigher-Level Main Molf Gradin Kompt S Doro	Position Provide and the class or the class of the class	or Manager or Manager CE Man CFI SPC BOC BOC BOC CFI	on their the positional	application, ion may be solution from	\$ <u>8</u> 2
Anships, and the or which I am Typed Name of Signature Signature Itassification/Jot lassified/gradde poly, directly, ec poly, ec poly, directly, e	hat the position responsible. and Title of Ime BD_BOU BD_BOU BC Grading Cert of Braquired by by the Chris provident with Title of Officia FIN. Ation S Martin Initials	er Plant Hication I control This certification mediate Supervisor er Plant Hication I certify Tithi 3. U. S. Code vice Commission of the mass applicat Taking Action Superint	Operat Derat Is made with Operat Ital this pos I that this post I that this post	t t t 10/27/8	L B. Type . Type . Type . Type 	unit Single Sing	mation is ment of p e violatio Title of F SION 2022 ESEMIN NoneD Status mployees. he person ected by from the	to be used oublic lung ins al suci tigher-Level Main Molf Gradin Kompt S Doro	Position Provide and the class or the class of the class	or their in or Manager CE Man CFI SPC BOC BOC BOC	on their the position at the position of the p	application, ion may be solution from	\$ 8 8 2 1 1 1 1 1 1 1 1
Inships, and the or which J am Typed Name of SHEPAR Signature Inshifteation J de Inshifteation J de	hat the position responsible. and Title of Ime BD_BOU BD_BOU BC Grading Cert of Braquired by by the Chris provident with Title of Officia FIN. Ation S Martin Initials	er Plant Hication I control This certification mediate Supervisor er Plant Hication I certify Tithi 3. U. S. Code vice Commission of the mass applicat Taking Action Superint	Operat Derat Is made with Operat Ital this pos I that this post I that this post	t Date Date Date Date Date Date Date Dat	L B. Type . Type . Type . Type 	unit Single Sing	mation is meent of p e violation Title of F STON BSENTY Nones Status mployees. hrom the person ected by iton/job g from the status	Io be used buble tung ins al suc. Higher Level Main Main Main Main Main Main Main Main	Position Provide and the class or the class of the class	or their in or Manager CE Man CFI SPC BOC BOC BOC	on their the position at the position of the p	application, ion may be in the from	\$ 8 8 2 1 1 1 1 1 1 1 1
prships, and the or which J am Typed Name of SHEPAR Senature Senature Inselfication J de Inselfication J de Inselficat	hat the position responsible. and Title of Ime BD_BOU BD_BOU BC Grading Cert of Braquired by by the Chris provident with Title of Officia FIN. Ation S Martin Initials	er Plant Hication I control This certification mediate Supervisor er Plant Hication I certify Tithi 3. U. S. Code vice Commission of the mass applicat Taking Action Superint	Operat Operat I hat this post i n conforma i in o published cenden Initiels	anizational rela- imment functions the knowledge COT_EOTEMAT Date 9-13.82 stition has been nee with stand- shed standards standards. t Date 10/27/8	Initials	Unit State	mation is meent of p e violation Title of F STON BSENTY Nones Status mployees. hrom the person ected by iton/job g from the status	to be used oublic lung ins al suci digher-Level Main Main MolfGradin Kompt S 2070 The stand the agency previous personnel initiale	Aards, and ing in statutrs	raise or m or their in or Manager CE Man CFI SPC BOC BOC BOC SPC BOC	on their the position at the position of the p	application, ion may be the first of the fir	5 5 5 5 5 5 5 5 5 5 5 5 5 5
prships, and the or which J am Typed Name of SHEPAR Senature Senature Inselfication J de Inselfication J de Inselficat	hat the position responsible. and Title of Ime BD_BOU BD_BOU BC Grading Cert of Braquired by by the Chris provident with Title of Officia FIN. Ation S Martin Initials	er. Plant Mileation. I certify Tring a control of the mass application Date Date	Operat Operat I hat this post i n conforma i in o published cenden Initiels	anizational rela- imment functions the knowledge COT_EOTEMAT Date 9-13.82 stition has been nee with stand- shed standards standards. t Date 10/27/8	L B. Type . Type . Type . Type 	Unit State	mation is meent of p e violation Title of F STON BSENTY Nones Status mployees. hrom the person ected by ition/job g from the status	to be used oublic lung ins al succi digher-Level Main Main MolfGradin Kompt S 2070 The stand the agency previous personnel initiale	Position Provide and the class or the class of the class	raise or m or their in or Manager CE Man CFI SPC BOC BOC BOC SPC BOC	on their the position at the position of the p	application, ion may be in the from	S S S S S S S S S S S S S S
Inships, and the or which 1 am or which 1 am Typed Name of Statements Sta	hat the position responsible. and Title of Ime BD_BOU BD_BOU BC Grading Cert of Braquired by by the Chris provident with Title of Officia FIN. Ation S Martin Initials	er. Plant Mileation. I certify Tring a control of the mass application Date Date	Operat Operat I hat this post i n conforma i in o published cenden Initiels	anizational rela- imment functions the knowledge COT_EOTEMAT Date 9-13.82 stition has been nee with stand- shed standards standards. t Date 10/27/8	Initials	Unit State	mation is meent of p e violation Title of F STON BSENTY Nones Status mployees. hrom the person ected by ition/job g from the status	to be used oublic lung ins al such tigher-Level Main berger berger trained the algone personnel nition	Prairies and ing in statutys Supervisor Eenance Prairies The class or the Civit Date CERT Oliciu	raise or m or their in or Manager CE Man SPC SPC BOC BOC Service Co complaints e Commissi Com	on their the position at the position of the p	application, ion may be the first of the fir	S S S S S S S S S S S S S S
prships, and the or which J am Typed Name of SHEPAR Senature Senature Inselfication J de Inselfication J de Inselficat	hat the position responsible. and Title of Ime BD_BOID B Grading Cert of B required by by the Chris posisianty, with Title of Officia FIN. Ation S Martin Initials	er. Plant Mileation. I certify Tring a control of the mass application Date Date	Operat Operat I hal this pos i hal this pos i n conforma i in o published Cenden Initiels V -17	anizational rela- imment functions the knowledge COT_EOTEMAT Date 9-13.82 stition has been nee with stand- shed standards standards. t Date 10/27/8	Initials	Unit State	mation is meent of p e violation Title of F STON BSENTY Nones Status mployees. hrom the person ected by ition/job g from the status	to be used bublic lung ins at suc. Higher-Level Main Corro Corro The stand proformed for the agency prading app personnel mittlefe	Aards, and ing in statutrs	raise or m or their in or Manager CE Man SPC BOC BOC BOC BOC BOC SPC SC Manager SPC BOC SPC SC SC SC SC SC SC SC SC SC SC SC SC SC	on their the position are on their the position on exercised the posit	application, ion may be the first of the fir	S S S S S S S S S S S S S S
Inships, and the or which J am Typed Name of SHEPAR Signature Inshifteation J de Inshifteation J de	hat the position responsible. and Title of Ime BD_BOID B Grading Cert of B required by by the Chris posisianty, with Title of Officia FIN. Ation S Martin Initials	Ilication I corrily Ilication I corrily Ilication I corrily Ilication I corrily Ilication Superind Ilication Superind Ilication Superint Ilication Ilication I corrily Ilication	Operat Operat I hal this pos i hal this pos i n conforma i in o published Cenden Initiels V -17	t Cor_Eoreman Inte knowledge Cor_Eoreman I g-13. 8: Stillon has been nce with stand- shed standards standards. t Date 10/27/8: Core Coreman Co	Initials	Unit State	mation is meent of p e violation Tutle of F STON ESTENTIN Noneo Status mployees the of son ected by from the status	to be used bublic lung ins at suc. Higher-Level Main Corro Corro The stand proformed for the agency prading app personnel mittlefe	Prairies Supervisor Enance Prairies Prairi	raise or m or their in or Manager CE Man SPC BOC BOC BOC SPC BOC SPC SC Initiation of Initiation Service Co Complaints • Commissi •	on their the position of the p	application, ion may be prime from ion may be prime from ion from ion from	S S S S S S S S S S S S S S

ENCLOSURE (14

CE



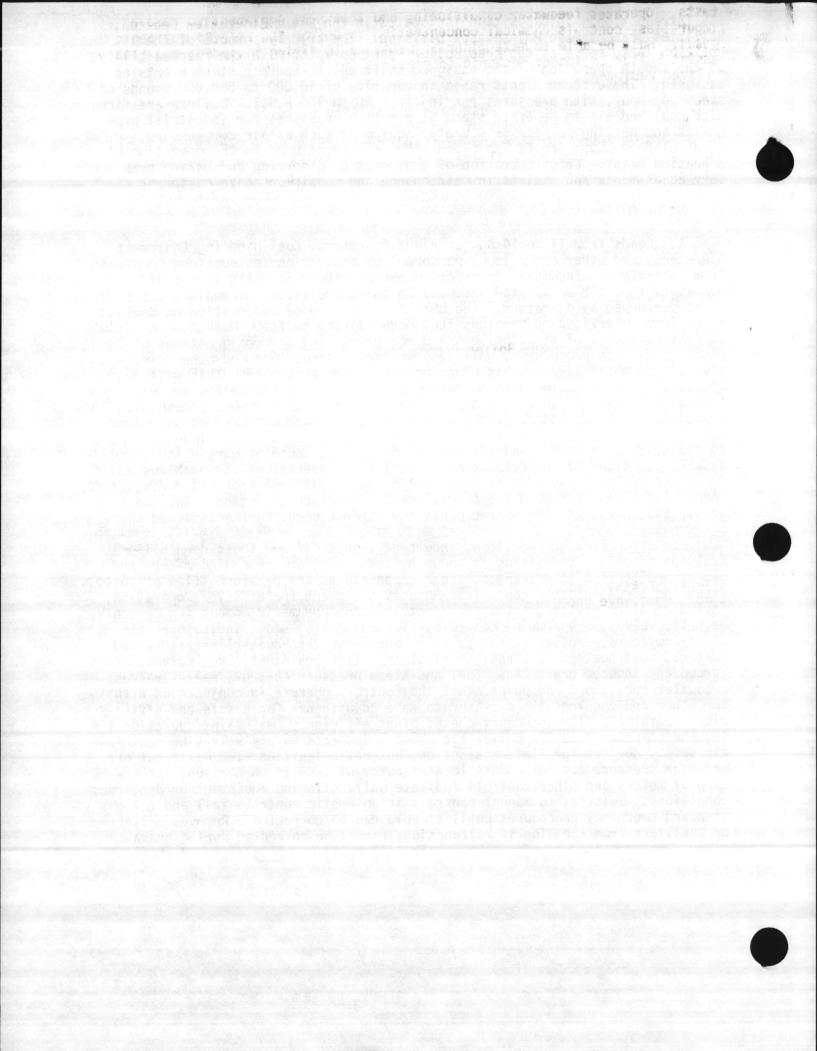
I. Introduction. This position is located in the Steam Generation Section, Utilities Branch, Base Maintenance Division. The primary purpose of the position is to serve as the Lead Boiler Plant Operator with the responsibility of the smooth operation of the assigned shift and to operate steam plants as assigned. These steam plants range in capacity of 10,000 to 500,000 pounds of steam per hour, with pressures ranging from 50 to 150 P.S.I. Boilers are fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Check operation of equipment by observing and making necessary adjustments and assists in maintenance and repair on above equipment.

II. Major Duties.

1

A. Leads from 11 to 14 Boiler Plant Operators, Coal Handling Equipment Operators, and other lower level personnel by passing on instructions received from supervisor. Incumbent transfers other operators or calls in relief operators to cover unexpected absences on shift and assigns immediate tasks to be performed by operators. Incumbent obtains needed information on decisions from supervisor on problems that occur during shifts. Maintains a current knowledge of steam boilers and equipment, and answers questions of other workers on procedures, policies, written instructions and other directives. Incumbent assures that other operators are kept busy. This will be accomplished by checking with operators by phone during the shift, and near the end of the shift to insure supervisor's instructions on work sequences, procedures, methods and deadlines have been met. Incumbent advises operators to follow instructions received from supervisors and to meet deadlines. Reports to supervisors on status and progress of operators, cause of work delays, and answers questions of supervisors on overall shift operations and problems. Incumbent notifies supervisory personnel about operational problems during shift concerning areas that need the supervisor's immediate attention. Incumbent keeps time cards and log of incidents and other records during assigned shift.

B. For efficient operation, incumbent lights off and shuts down boilers. Analyzes operating conditions as shown by indicating and recording meters and gauges, reflecting load changes, steam temperatures and pressure, flow of fuel, steam and air, and other controls. Adjusts equipment for efficient operation, including alarm devices, automatic electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicators, air safety switches, protective relays, air compressors, feedwater deaerators and heaters, fuel heaters, internal chemical injection equipment, stop valves, forced and induced draft fans, fuel and steam pressure control, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets; inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boiler or auxiliary from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up and boiler water, using standard chemical



tests. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boiler and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, auxiliaries, and all related equipment.

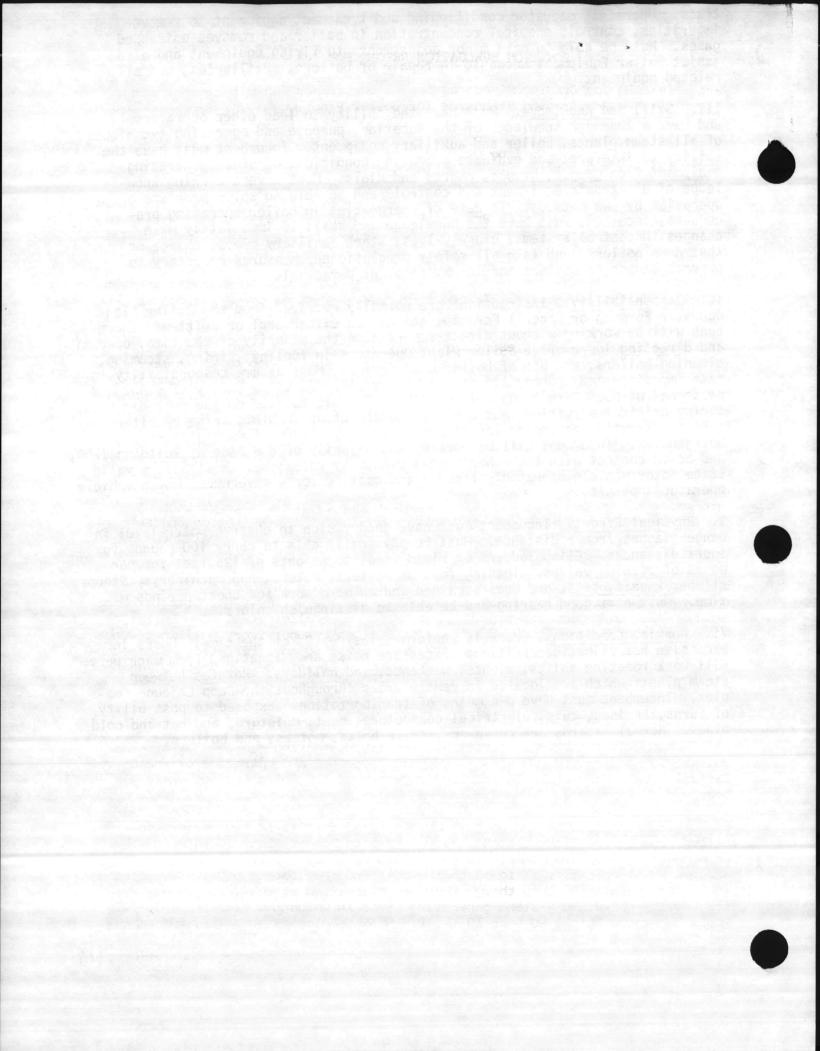
III. <u>Skill and Knowledge</u>. Must have the ability to lead other operators and have a thorough knowledge of the location, purpose and operating techniques of all steam plants, boiler and auxiliary equipment. Incumbent must have the ability to interpret and evaluate operating conditions of steam generating equipment from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls, and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skill to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers, and take all safety precautionary measures necessary to prevent damage to boilers and injury to plant personnel.

IV. <u>Responsibility</u>. Instructions are normally received from the Boiler Plant Operator Foreman or General Foreman, and may be either oral or written. Incumbent will be working without direct supervision the majority of the time, operating and directing lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision. Must be able to make on the spot decisions during critical situations and use good judgement as problems arise by either taking corrective action or recalling supervisory personnel during extreme emergencies. Incumbent will be working the majority of the time at Building 1700, and be in contact with the other manned plants by telephone. Must have a valid state motor vehicle operator's license and qualify for a government motor vehicle operator's permit.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 125 feet for purposes of opening valves, cleaning tops of boilers, motors, and machinery. Stoops, climbs, kneels, sits, and does strained and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have own means of transportation. Exposed to possibility of burns, bruises, cuts, electrical conductors, dust, moisture, and hot and cold pipes. Normal hazards are conveyors, drive belts, motors, and boilers.

ENCLOSURE 1/1



POSITION EVALUATION REPORT FOR JD# 97-82

- (a) OPM Job Grading Standards for Leader (TS-39 Jan 80)
- (b) OPM Job Grading Standards for Boiler Plant Operator, WG-5402 (TS-8 Sep 69)
- (c) DoN Supplementary Job Grading Guidance (NAVSO P-3090) Supplementary Job Grading Guidance for Boiler Plant Operator
- (d) OPM Job Grading Standards for Supervisor (TS-4 9 Aug 82)

1. Identification: Job # 97-82 is located in the Plant Operations Unit, Steam Generation Section, Utilities Branch, Base Maintenance Division, Facilities Department, Marine Corps Base, Camp Lejeune, North Carolina. The job was classified as Boiler Plant Operator (Leader), WG-5402-12 on 26 October 1982.

2. <u>Nature of action</u>: The evaluation report is occasioned by a classification appeal, submitted by Messrs. Hardison, Brownley, Weston, Humphrey, Bell and Rogers.

3. <u>Classification</u>: The present classification is Boiler Plant Operator (Leader), WG-5402-12. The appellants are requesting the job be classified as Boiler Plant Operator Foreman, WS-5402-9. On the basis of the following information, it is recommended the classification of Boiler Plant Operator (Leader), WG-5402-12, be sustained.

4. Organizational Information: The Plant Operations Unit of the Steam Generation Section, consists of seven manned plants and 47 unmanned steam generating plants located at various points throughout the Base. The unit is headed by a Boiler Plant Operator Foreman. All positions in the unit are concerned with the production of steam by operation of coal and oil fired steam generation plants. The appellants are the six employees covered by the job description and are assigned to the unit. The exact organizational location of the appellants' jobs are shown on enclosure (3).

5. <u>Historical Sketch</u>: This was a new job established in October 1982. The shifts in the unit had been previously supervised by Boiler Plant Operator Foremen but, due to an economy measure, these jobs were eliminated. The Boiler Plant Operator Foreman positions were for full time supervisory positions with full responsibility for planning, work direction, and administration of all personnel assigned to a shift. Enclosure (5) is a copy of the job description for the abolished positions.

6. Analysis of Duties and Responsibilities

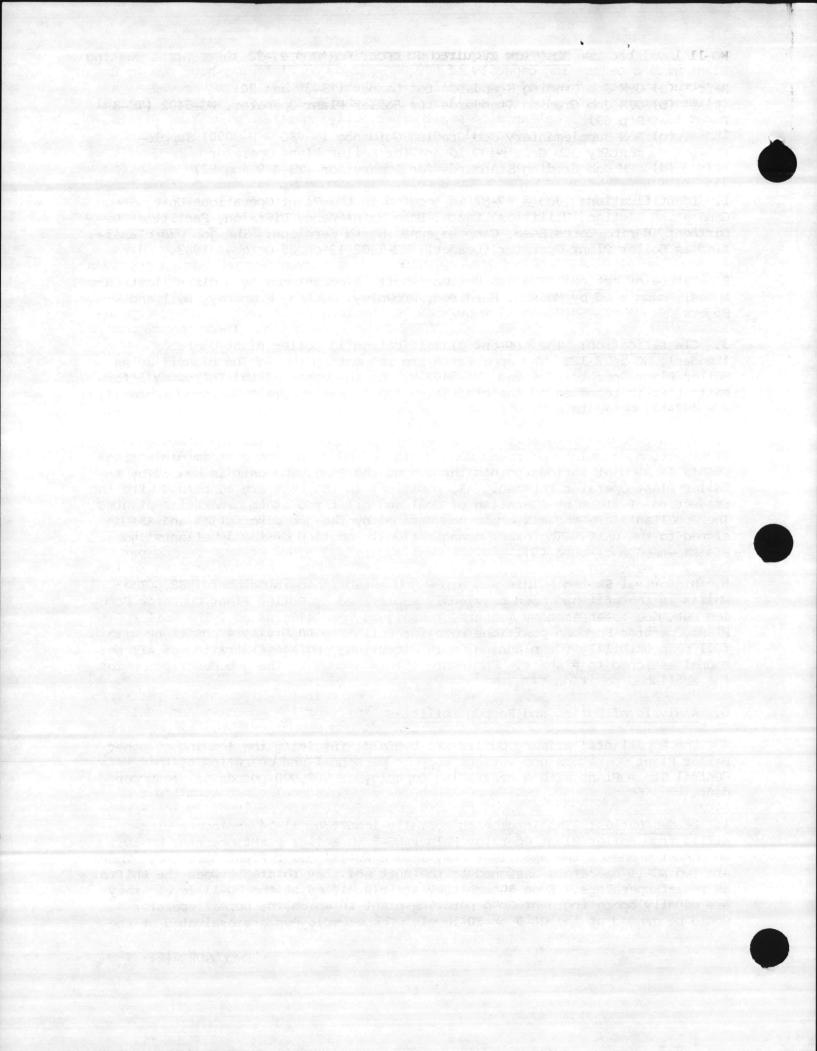
The appellants' primary duties are twofold, involving the leading of other Boiler Plant Operators and various support personnel and operation of the Central Steam Plant with a generating capacity of 500,000 pounds of steam per hour.

A. Leader Duties: The incumbents normally lead from 11-14 employees classified from Boiler Plant Operator Helper WG-5 to Boiler Plant Operator WG-10. On occasion one of the appellants may lead a WG-11 Boiler Plant Operator. There are two WG-11 operators assigned to the unit and they rotate between the shifts as relief operators. Even though they are classified at the WG-11 level, they are usually operating a steam generating plant in which the normal operator would be graded at the WG-9 or 10 level. These employees are evaluated at the

ENCLOSURE (2)



Ref:



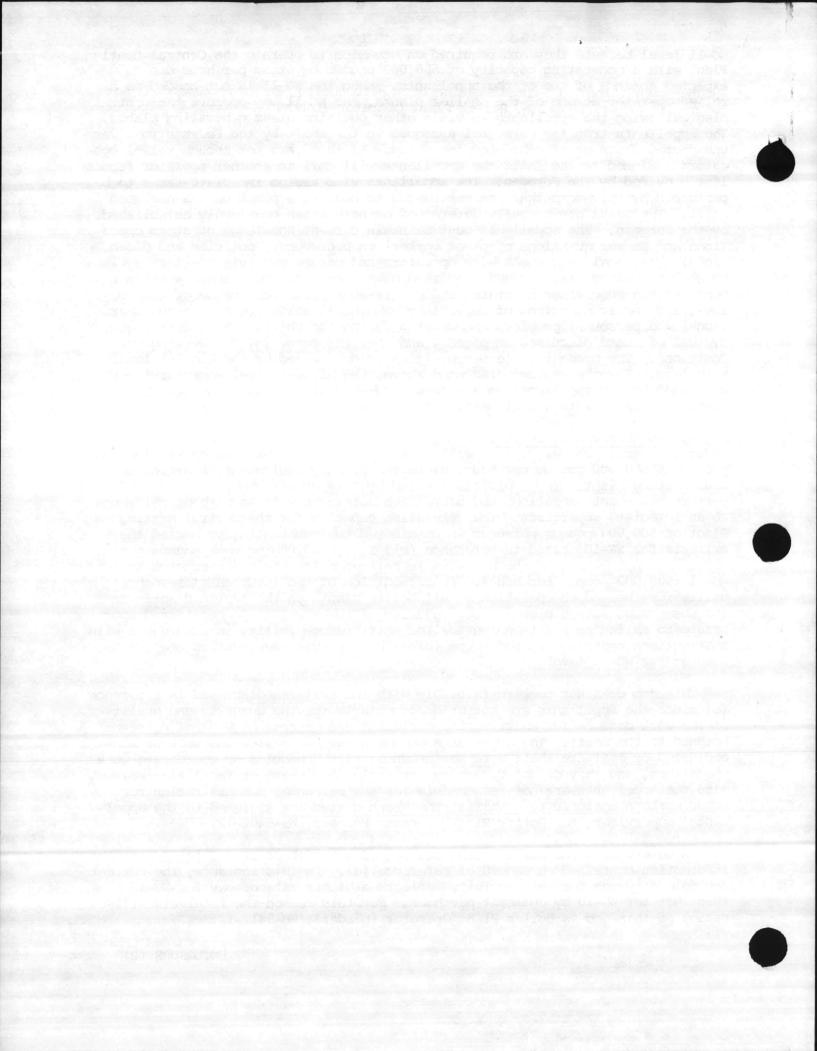
WG-11 level because they are required on occasion to operate the Central Heating Plant with a generating capacity of 500,000 pounds of steam per hour due to unexpected absence of one of the appellants. When the WG-11 is not needed as a relief operator at one of the smaller plants, the WG-11 may operate the central plant allowing the appellants to visit other outlying steam generating plants. The appellants transfer personnel assigned to the shift by the Foreman to cover, unexpected absences of scheduled operators. If there are not enough relief operators assigned to the shift the appellants will call in another operator from a list provided by the Foreman. The appellants also assign immediate tasks to be performed by operators that are not needed to operate a plant on the assigned shift. The tasks are normally determined by priorities previously established by the Foreman. The appellants must maintain current knowledge of steam operations and answer questions of other workers on procedures, policies and direc tions. The appellants check with operators and ensure supervisor's instructions on work procdures, methods and deadlines have been met. They leave written reports to the supervisor on status and progress of operators, cause of work delays, and answer questions of supervisor on overall shift operations and operational and personnel problems encountered during the shift. These duties are typical of those discussed on pages 4 and 5 of reference (a) for Work Leader Positions. The grade of a leader position is determined by the highest level work lead. For the reasons discussed above, the highest level nonsupervisory work lead by the appellants on a regular and recurring basis is WG-10. The leader duties of this job are evaluated at the WL-10 level.

B. Nonsupervisory Duties: The job description indicates that employees covered by this job description will operate a boiler plant with generating capacity of 500,000 pounds per hour, since the primary assignment is at the Central Heating Plant. The employees covered by this JD are highly skilled and perform all plant operations and preventive maintenance tasks without reference to an immediate supervisor. The generating capacity for the Central Heating Plant of 500,000 pounds per hour is considered to "substantially" exceed the criteria for WG-10, cited in reference (b), i.e., 100,000 or more pounds per hour. By application of the criteria in reference (c), this job equates to the WG-11 (500,000 pounds per hour). In recognition of the incumbents' responsibility for the smooth operation of all boiler plants on the assigned shift and the absence of supervision for the majority of the time, it is considered appropriate to assign an additional grade for shift responsibility in accordance with instructions contained in reference (b). The nonsupervisory duties are evaluated at the WG-12 level.

This job does not compare favorably with the criteria discussed in reference (d) since the appellants are not held accountable for the quantity and quality of the work done or for assuring the efficient and economical work of personnel asigned to the shift. The appellants do not direct or review the work of subordinates or evaluate their work performance; plan schedules or coordinate work operations, and they do not determine materials, equipment or facilities needed. Also the appellants are not responsible for any personnel administration for other workers assigned to a shift. The above duties are assigned to the appellants' supervisor, the Boiler Plant Operator Foreman, WS-5402-12.

In determining the final classification of this job reference is made to the information contained on page 8 of reference (a). In this instance, the current schedule of wages for this activity reflects a higher rate of pay for WG-12 than that for WL-10 by one cent per hour. For this reason the final classification of this job is Boiler Plant Operator (Leader), WG-5412-12.

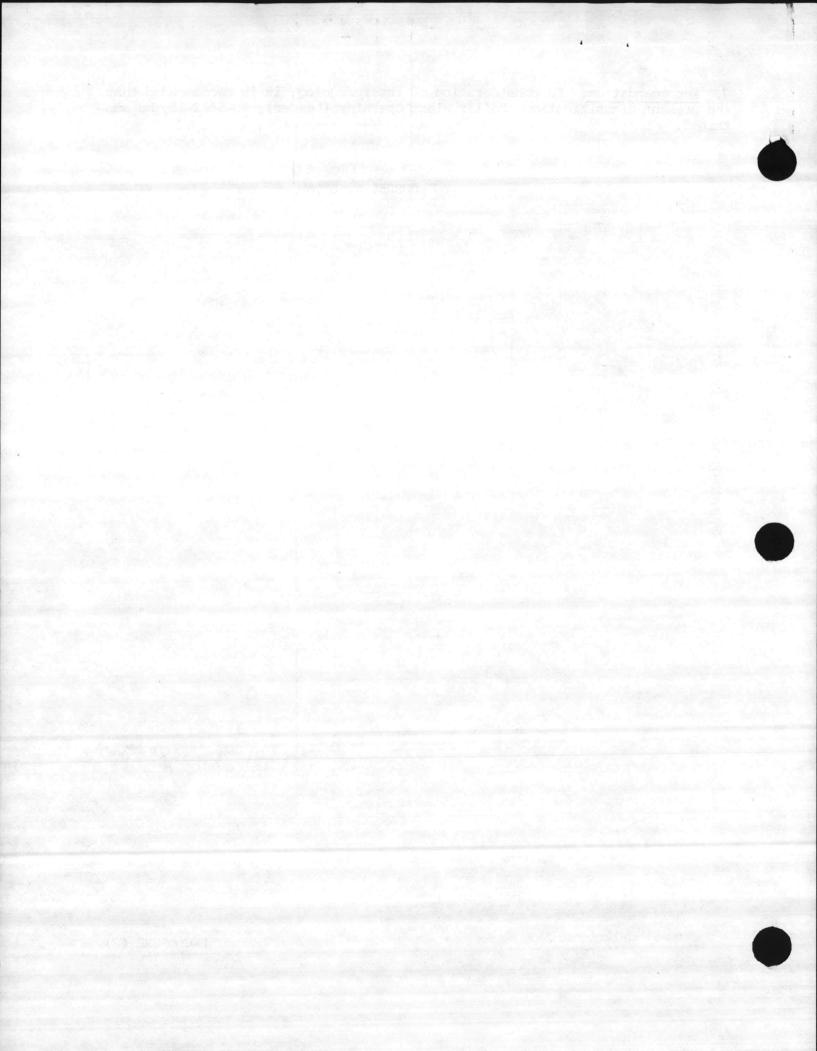
ENCLOSURE (2)



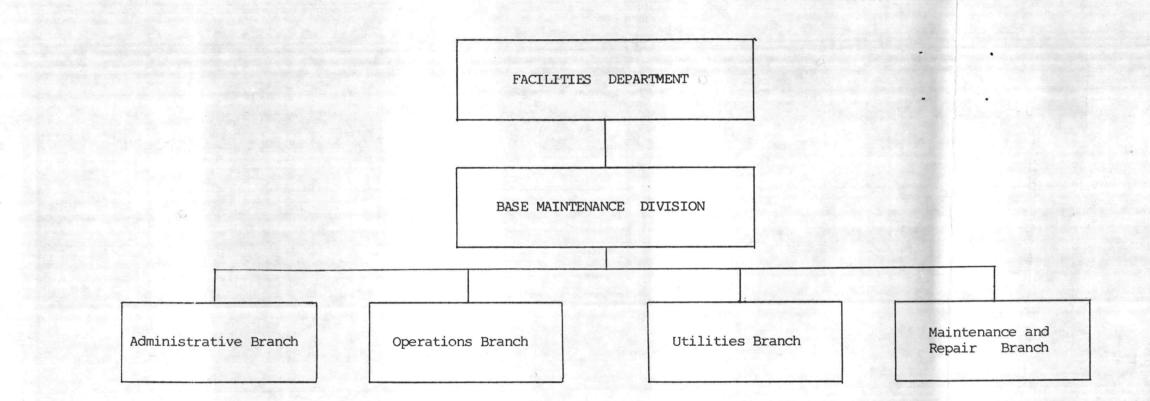
7. Recommendation: In consideration of the foregoing, it is recommended that the present classification, Boiler Plant Operator (Leader), WG-5402-12, be sustained.

DURREL T. BROWN

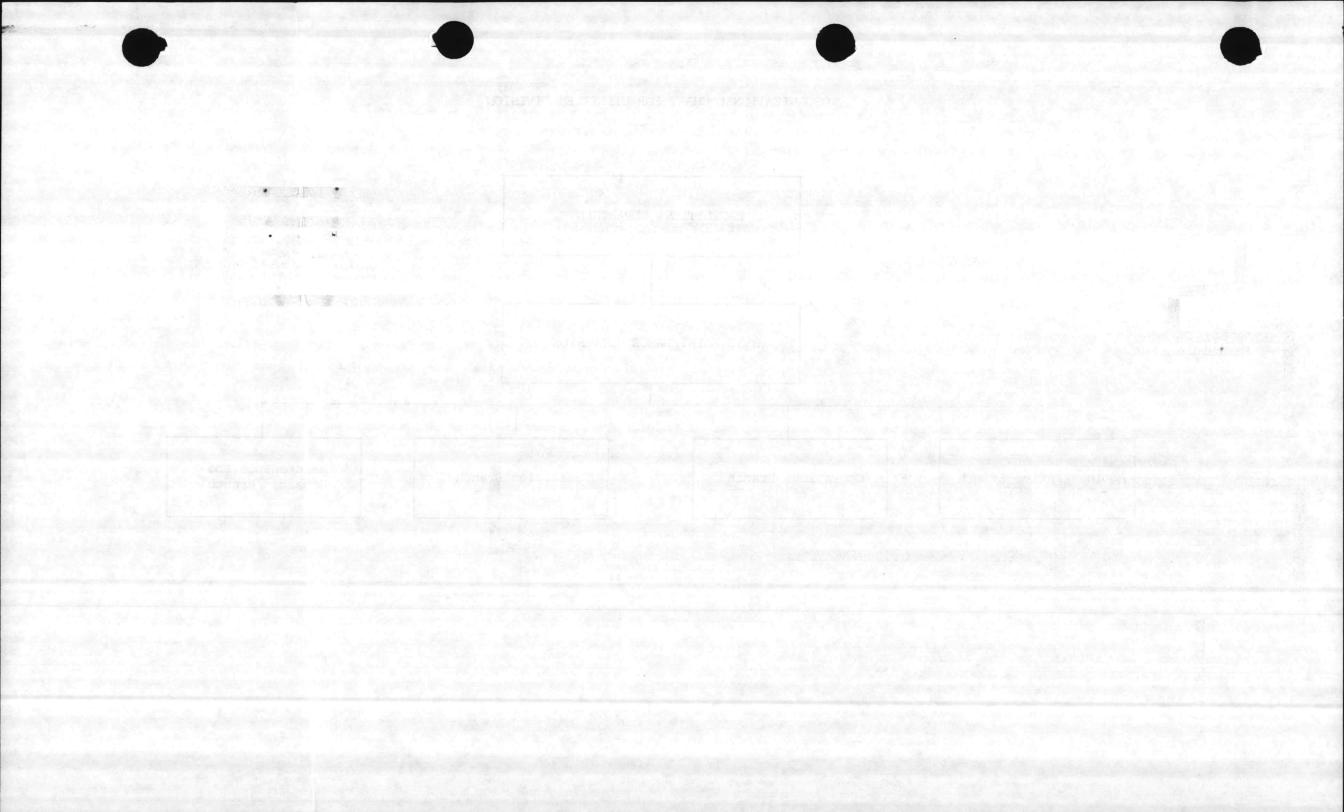
ENCLOSURE (2)

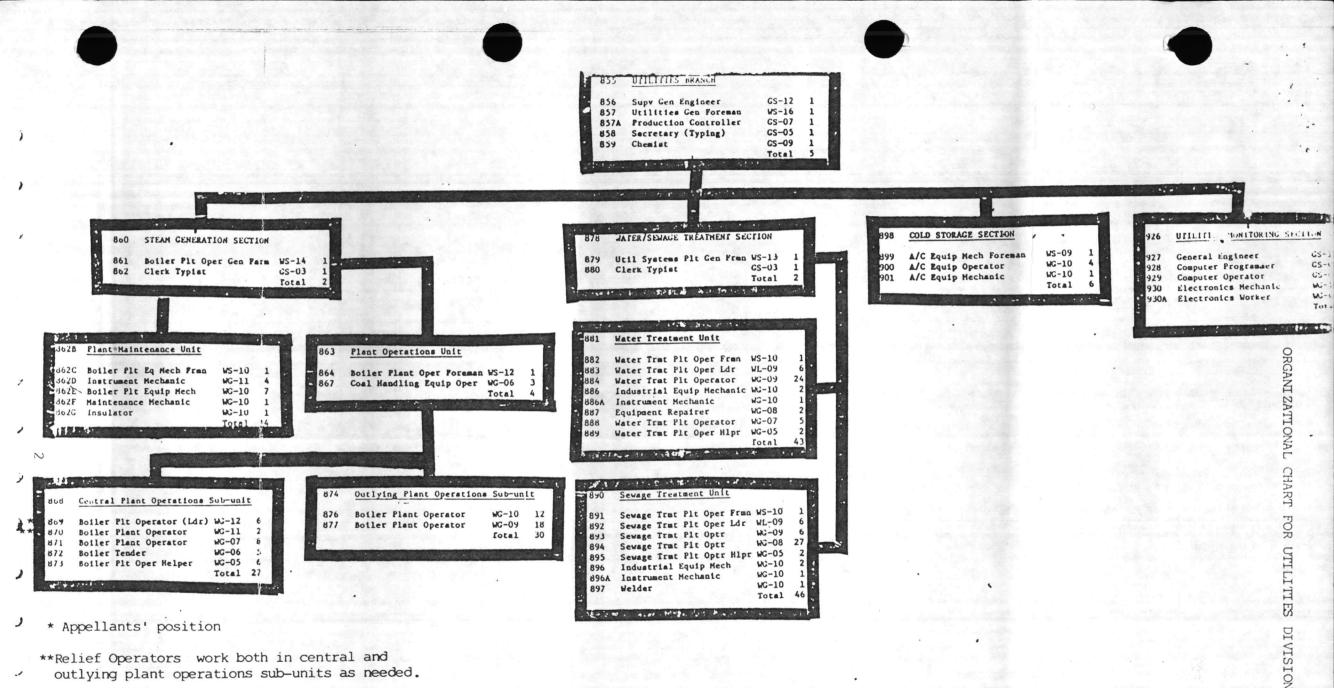


ORGANIZATIONAL CHART FOR UTILITIES DIVISION



ENCLOSURE (3)





**Relief Operators work both in central and outlying plant operations sub-units as needed.



 And Annual State Stat State S

and the second s

him or a second second

Communication of the second se

And distributions and the second s

1 BAR SCHLEREN OF SECTION AND SECTION AND

37 LD is told is a fail of the second sec

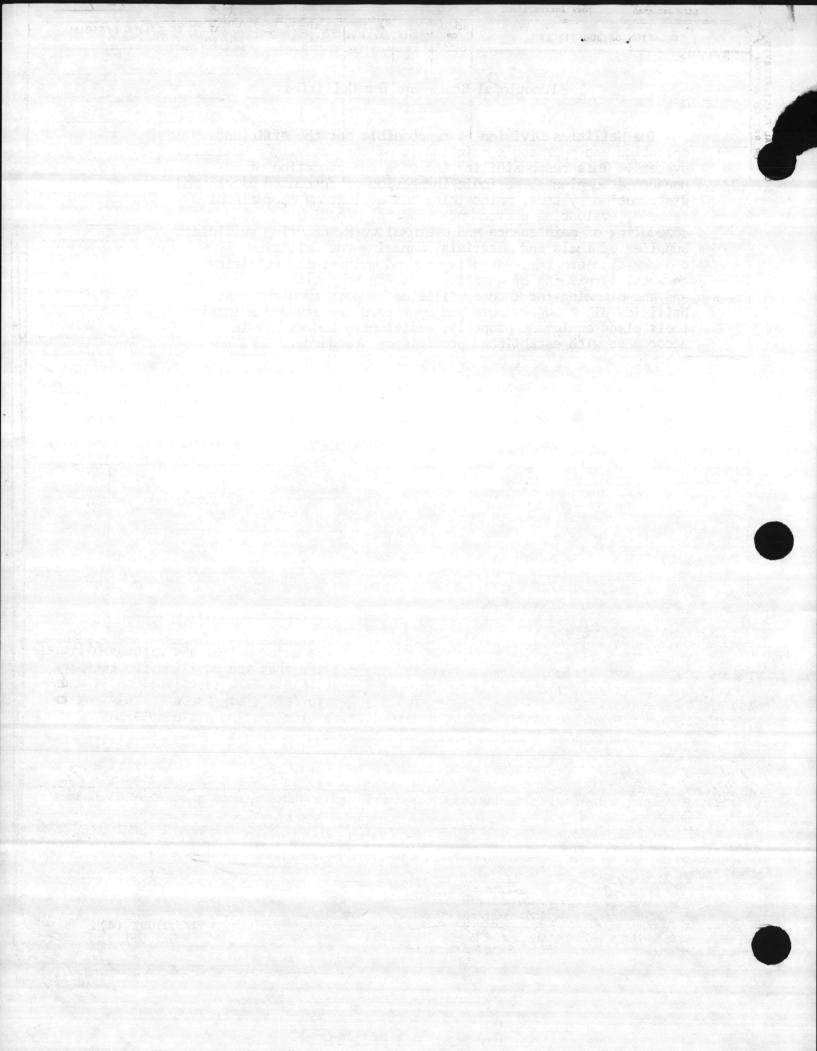
End and a second second

0-04 10-

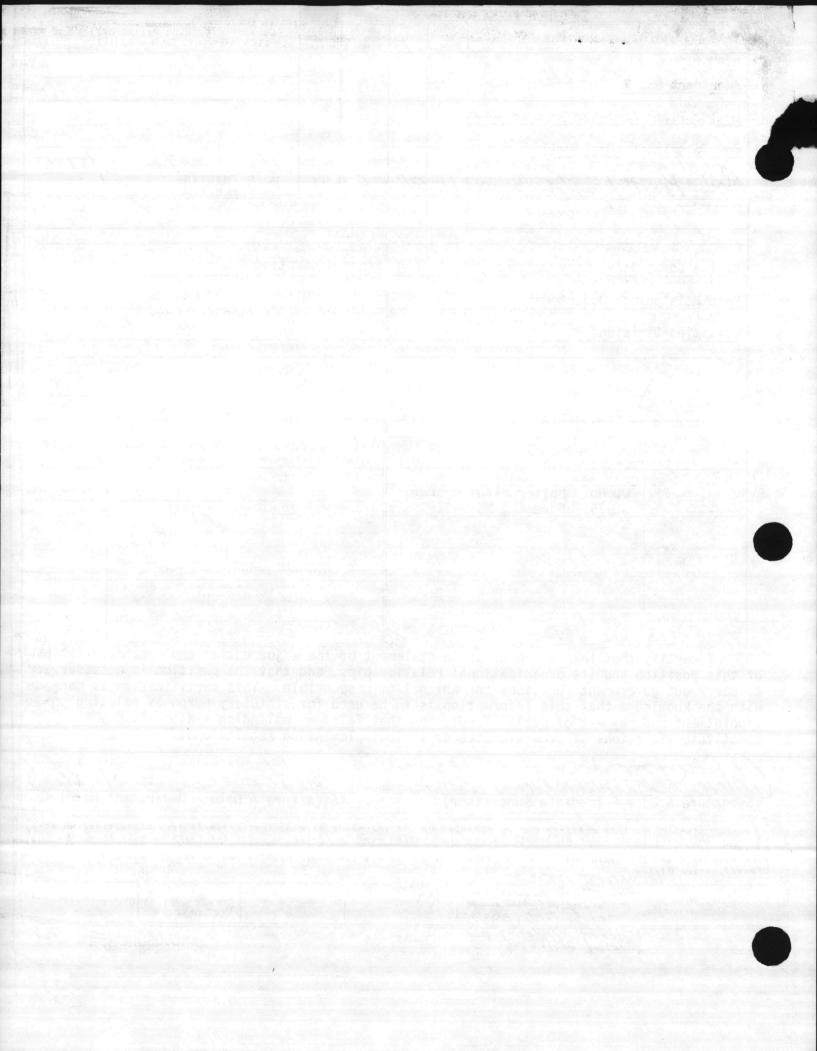
Functional Statement for Utilities

The Utilities Division is responsible for the efficient operation and operator's maintenance of the activity's utilities systems. This responsibility includes the operation of nonautomated plants, periodic inspection of automated plants and distribution systems, maintaining and evaluating operational records, evaluating performance reports, coordinating the scheduling of maintenance and overhaul work, ensuring sufficient supplies of fuels and materials, managing the utilities conservation program, establishing and maintaining utilities targets, furnishing of quantity data for budgeting and accounting and the planning for future utilities support requirements. Utilities plant supervisors and operators operate and maintain their plant equipment properly, efficiently and safely in accordance with established proficiency standards.

ENCLOSURE (4)



POSITION OR JOB. TITLE	SCHED. OR SERV.	SERIES	GRADE/ PAY LEVEL /FORMULA	FIERS	CLASSIFICATION OR RATIN (Signature, Title and	G OFFICIAL
1. THIRD ACTION	JERV.		UNMULA		•	
						· · · · · ·
2. SECOND ACTION						10 L L L L
3. FIRST ACTION					1101 di	
n., n , , + 1					U.K. Marton	2/5/1
Beiler Pent Epuntor form	nan WS	5413	9	M	By direction	
RECOMMENDED				S. NAME	OF EMPLOYEE	
	POSITI	ON OR	JOB LOCA	TION		
6. ACTIVITY - NAME AND LOCATION	NC		9. (3rd)	Conor	ration Branch	· · · ·
Marine Corps Base, Camp Lejeune	,NC		5 Ledill 10. (4th)	Gener	racion branch	•
Base Maintenance Department					· · · · · · · · · · · · · · · · ·	
t. (2nd)			11. ORGANI	ZATIONAL	TITLE OF POSITION OR JOB (If any)	
Utilities Division .	NOW PEDE	ORMINC	DUTIES	(IIndeed	ded jobs only)	
(No.:) (Title:)	NOW PERF	GRIMTING	(No.:)	(Title:)	077
					LSA: Exempt	CFI NO
				U	nit Status 8888	in Jon
REASON FOR SUBMISSION				L	CERTIFICATIONS:	
13. DETIES AND RESPONSIBILITIES NOT ELSENHERE DESCR	IBED - COMPLE	TE			ption of the duties and resp	
DESCRIPTION ATTACHED.	OR RATING			S POSI	tion or job is complete and ployee)	DATE
JD No. Boiler Pla	nt Oper		1			
^{TO-} 50-75 Foreman, 4	IS-5402-	9	20. SIGN	ATURE AND) TITLE (Innediate supervisor)	DATE
15. IDENTICAL TO-						-
16. ATTACHED STALLMENT OF			1			_
DIFFERENCE TO-			21 5164		on No., Classification or Rank) TITLE (Person authorized to establish	DATE
17. REPLACES-	1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -				position or job)	
18. OTHER (Specify)	、 、	-	1		· · · · · · · · · · · · · · · · · · ·	-
TIDE 7512 here 497	Joney.	empt	1		an da an	31.39.44
this position and its organizatic carry out government functions of the knowledge that this inform ointment and payment of public of stitute violations of such state where a Date - Imediate Super-	ional refor which nation i funds, a utes or -30^{-7}	latio h I a s to nd th	nships m resp be use at fal imple	, and onsib d for se or	that the position is le. This certification statutory purposes re- msleading statements ng regulations.	n is mad lating t
fication of this position may be a ch result in demotion or reduction My your classifier or appropriate activ standards and Department of the Navy cl ification Office. SECNAVINST 12510.7:	in compen ity instr	sation	must be for pro	cedure	y in order for retroactivity . Civil Service Commission able for review in the Wage 10 10 10	n classifi
ASSIFICATION OR RATING closery determine			0.000			
ASSIFICATION OR RATING descent determine RECERTIFICATION: appropriates 3/2	179	~			Cre Mine	
	179 V	G	,		ENCLOSURE	151-



Imendment No. I

Boiler Plant Operator Foremen WS-9

5 M. 150

Job Description No. 50-75

III. Explanatory Statement

Add the following:

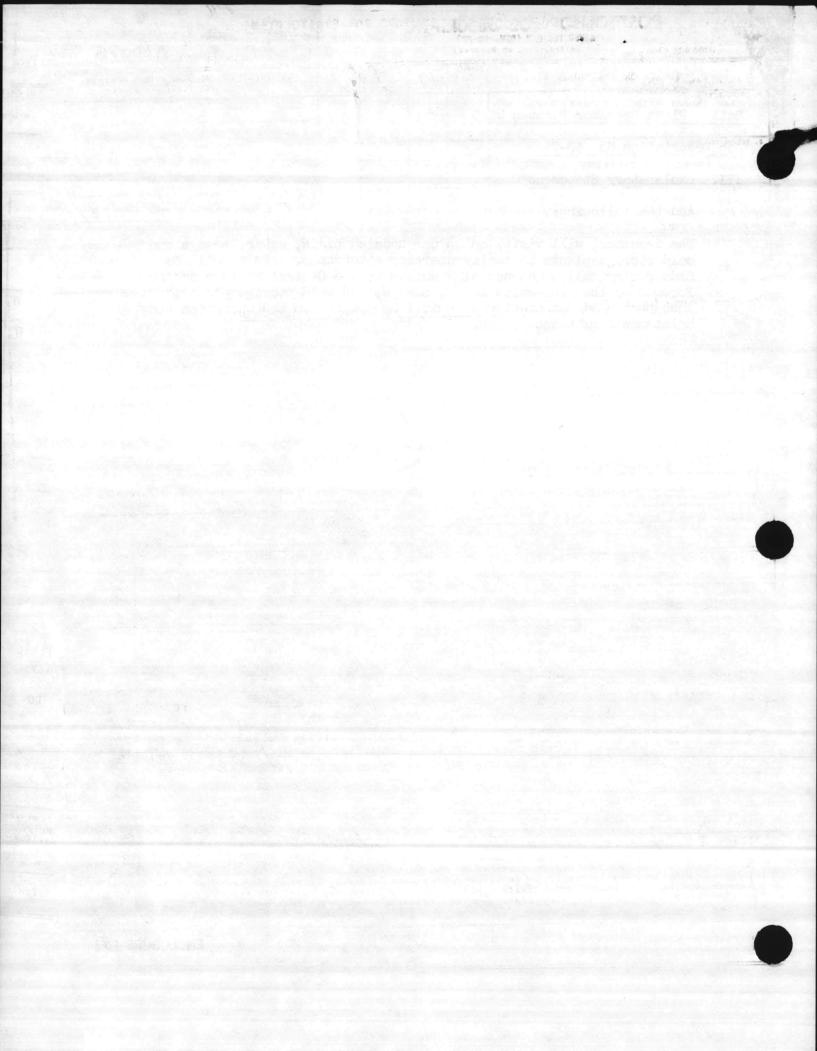
The incumbent will visit, on an unscheduled basis, water, sewage and cold storage plants to verify operator attendance. Visits will be made during shifts not normally worked by the General Foreman and/or Foremen of the respective water, sewage, and cold storage plants. Incumbent will not provide technical assistance on the operation and maintenance of these plants.

lities ary ade , to

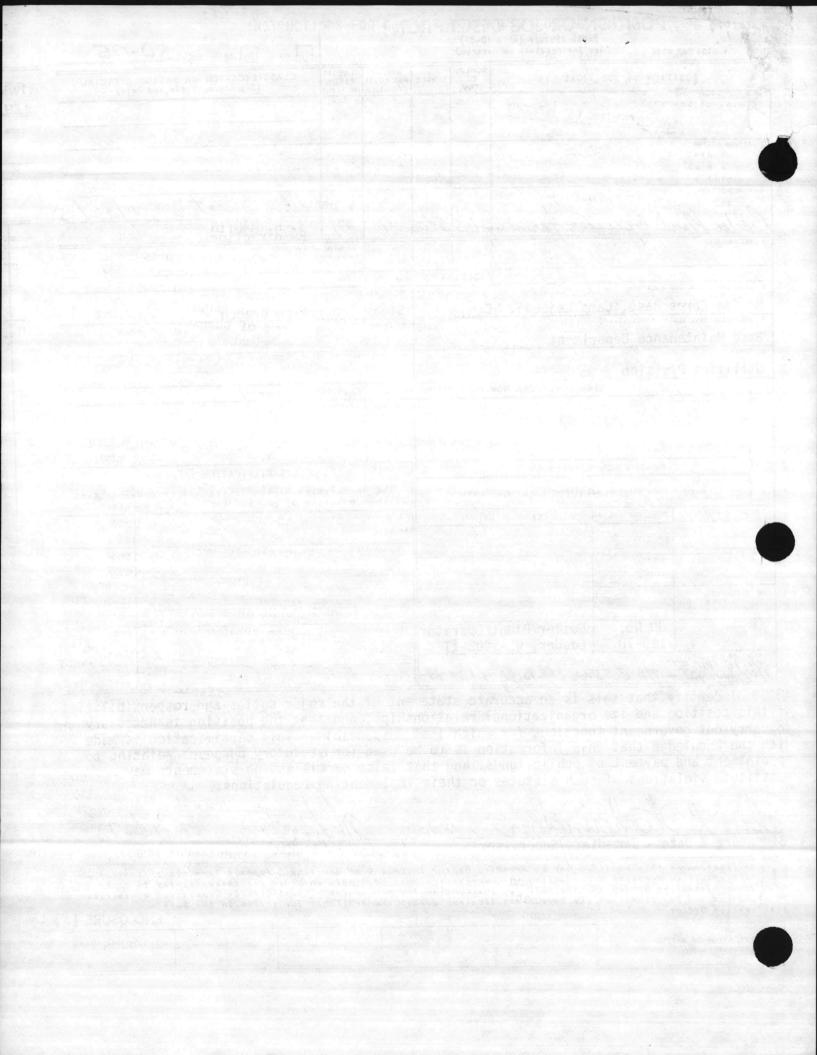
tion a pply. sifica

DIVAA

ENCLOSURE 151



POSITION OR LOB THTLE MARSH	SCHED.	SERIES	GRADE/	CLASSI -	CLASSIFICATION OF BATIN	C. DEFLOUR
אואסיאברות לביצ מאל לכינא אואסייראני	SERV.	JENTES:	/FORMULA			Date)
A STAR STAR STAR STAR STAR STAR STAR STA		100	112111		la e e e e a construir de la co La construir de la construir de	
ECONO ACTION			5 D -	4.3	A set of a s	
w anosneg gd - to hornware the bar			Conservation of	1. ·	· · · · ·	Provide Street
the second for a street three			:		····	
worth the second s	1.6.13		•		Till marti	alite
Eder Plant Operator Foreman	Lus	5400	9	m	W. R. MARTIN	4/23/75
ECOMMENDED				S. NAME	OF EMPLOYEE	
CTAVITY - NAME AND LOCATION	POSITI	ON OR .	B LOCA	TION		
rine Corps Base, Camp Lejeune, N	IC .			Gener	ration Branch	
RGANIZATIONAL SUBDIVISIONS (141)			10. (4th)			
se Maintenance Department			11. ORGANIZ	ATIONAL T	TITLE OF POSITION OR JOB (If any)	
ilities Division	- 450	and a star				
12. EMPLOYEES NOV	W PERFC	RMING	the second s	and the second se		
			(No.:)	(Title:)		in the
	•					
REASON FOR SUBMISSION			-		CERTIFICATIONS:	
13. DUTIES AND RESPONSIBILITIES NOT ELSEWHERE DESCRIBED DESCRIPTION ATTACHED.	- COMPLET	E	of this	positi	tion of the duties and respo ion or job is complete and a	nsibilities ccurate.
ATTACHED AMENDMENT NO. POS. OR JOB # CLASS. OR	RATING		19. SIGNAT			DATE
70-			20. SIGNA	URE AND T	TITLE (Immediate supervisor)	
IDENTICAL TO-						DATE
ATTACHED						
STALEMENT OF DIFFERENCE TO-			·····	(Position	No., Classification or Rank)	
REPLACES- JD No. Boiler Plant			21. SIGNAT		ITLE (Person authorized to establish	DATE
110-70 Leader, WL-5	402-1	.1			position or jab)	
15 FPM ST - TINIE 7512 ett. 10 Que;	74 Inch	+ 493				
I certify that this is an accur s position and its organization			ont of	*		<u> </u>
s posicion and its organizationa	rei	ation	cninc	and t	hat the norition is	
	which	I am	rocnor		This south fi	
he knowledge that this informati tment and payment of public fund tute violations of such statutes	on is		hoou e	+0% C		
tute violations of such statutes	or t	heir	impleme	enting	required statements m	lay
(nat-A				1	guruerons.	,
y & Kitherman	7-1	8-75		m	1 0 1 1	175
ture & Date - Immediate/Supervise	or)	-	(Signa	tuve	& Hate - Department He	the
ification of this position way be appeal	led by	the in	cumber 4	1		
our classifier or appropriate activity	instruc	tion f		Imely	in order for retroactivity t	o apply.
dards and Department of the Navy classifiation Office.	ficatio	n guide	es are a	vailab	le for review in the Wage an	d
	-	1			EN	CLOSURE 151
CATION OR RATING					the second second	



DESCRIPTION OF DUTIES

Job Summary A.

n Per

Job Location - This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. Description of Work Performed - Work performed in the Steam Generation

Branch is the operation and maintenance of the steam generating plants. This consists of 67 high and low pressure steam generating plants, 89 boilers ranging from 10 hp to 3,000 hp. Twenty-seven of the boilers are high pressure and operate from 100 to 150 PSI with a generating capacity of 2,000 to 100,000 pounds of steam per hour. Work performed is primarily supervisory in nature, dealing with production, personnel and maintenance as it pertains to the steam generating plants. Incombent supervises the performance of 11 to 16 Boiler Plant Operators on one of the four rotating shifts and performs actual duties of the trade approximately 15% of the

time.

su

op

T.

II. EVALUATION FACTORS

A. Nature of Supervisory Responsibility

Planning - Planning is on a shift basis, consisting of scheduling

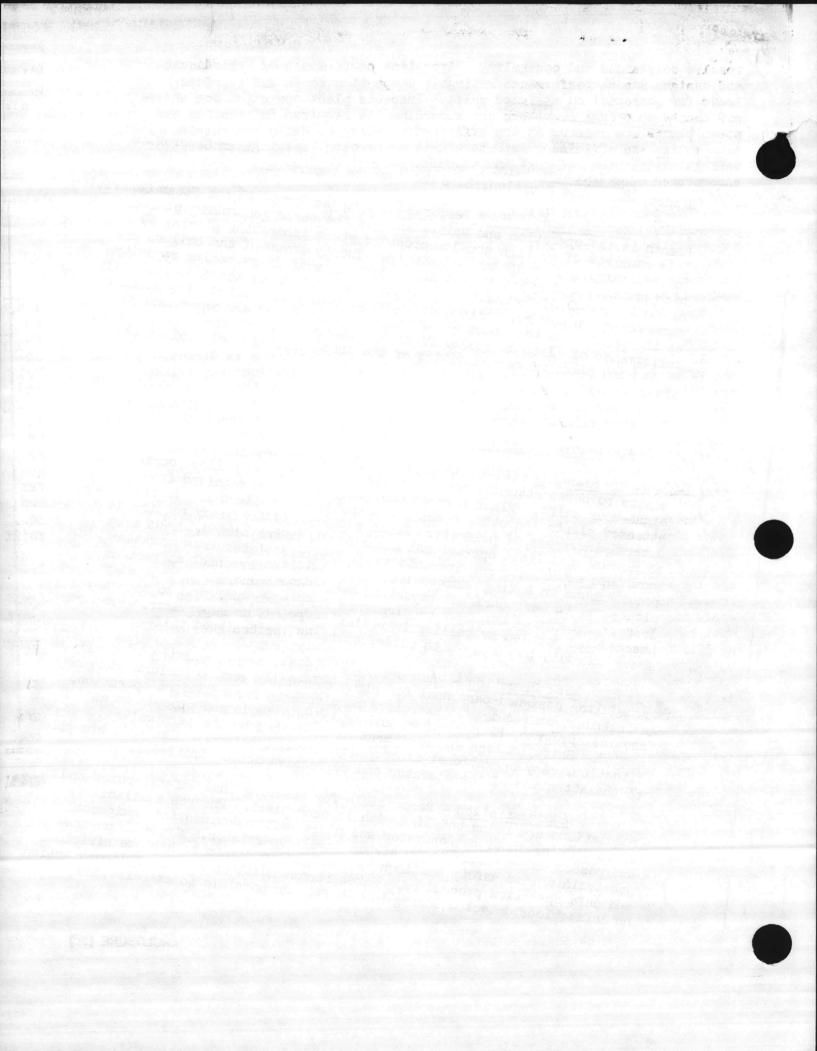
visits to seven attended and 60 unattended plants and boilers during the eight-hour shift. Plans work as emergency calls are received from attended plants and other areas where unattended boilers are located, determining areas of priority. Makes adjustments and minor repairs as they arise and lists operational materials that are needed, draws from warehouse or submits requirements to supervisor. Determines manpower requirements in making unscheduled adjustments in personnel at various plants due to personnel not reporting because of sickness or emergency leave. Determines manpower requirements for number and kind to meet any unscheduled problem by calling in relief operators or supervisor. Prepares leave schedule to comply with relief operators on assigned shift.

Work Direction - Authority is exercised in organizing work and

scheduling assigned personnel for plant operations and to perform emergency maintenance as required. Exercises requirements for efficient operation, chemical program, housekeeping, and explains methods and procedures as needed. Shift boilers and equipment as warranted by the particular situation. Any operational discrepancy noted at attended plants is brought to the attention of the operator and corrective action initiated. Administration - Responsible for ensuring that safety, rules and

regulations are being complied with in each plant. Ensures availability of safety instructions, operator and plant safety devices and equipment and passes on requirements to higher level supervision. Conducts on-thejob training and safety meetings as required in plants to achieve efficient and safe operation procedures. Makes recommendations for disciplinary action on infractions detected during his shift. Responsible to exercise and

ENCLOSURE 151



resolve complaints and counseling. Appraises performance of subordinates and assigns annual performance ratings. Keeps time cards and approves leave for personnel on assigned shift. Inspects plant operation log sheets and charts to ensure operators are recording the required information and steam plants are running at top efficiency. Works up daily log sheets, fuel consumption and efficiency reports when time permits, maintains records of vehicle utilization and logs malfunctions for maintenance and repairs encountered on patrol.

<u>Controls over the Job</u> - Immediate Supervisor is the Boiler Plant Operator Foreman, WS-12, located in Building 1700, Central Heating Plant. Personnel contacts are made with the immediate supervisor on the 0800 to 1600 shift, Monday through Friday, or when called in due to an emergency. Incumbent is held responsible for his assigned shift, nights, holidays and weekends, due to no other supervision. He works approximately 85% of these shifts without supervision. Problems referred to supervisor are shift changes and repairs made during shift.

B. Level and Complexity of Work Supervised - Supervision is direct, and is of an administrative and technical nature. Subordinates supervised consist of three Boiler Plant Operators, WG-5; three Boiler Plant Operators, WG-7; seven Boiler Plant Operators, WG-9; and three Boiler Plant Operators, WG-11. Subordinates are located in seven separate plants. Technical supervision is exercised in the attended plants to ensure alertness of operator, efficient operation and safety is being maintained.

III. EXPLANATORY STATEMENT

The guidance, supervision and control of personnel required to operate these plants efficiently require continuous and close supervision due to isolated locations of heating plants. The operation of assigned heating units which contain many items of equipment which is initially expensive and the operation of which is critical. Errors in judgment could cause the loss of property and possible injury to personnel. Improper operation could also become costly from a fuel consumption standpoint. Incumbent must have good vision and color perception to determine various chemical analysis, must be mentally alert, as incumbent is always subject to exposure to extreme heat, and working areas where exposure to dust, smoke, gas and certain chemical fumes are frequent. Must be physically able to climb ladders and cat-walks in the various plants. The incumbent must have a valid Government drivers permit, and be qualified to operate all of the attended and unattended plants.

2

ENCLUSURE A

ion

re f-

an-

res

and

me.

n,

re

fan-

res

ne.

ts.

ign-

ift

S.

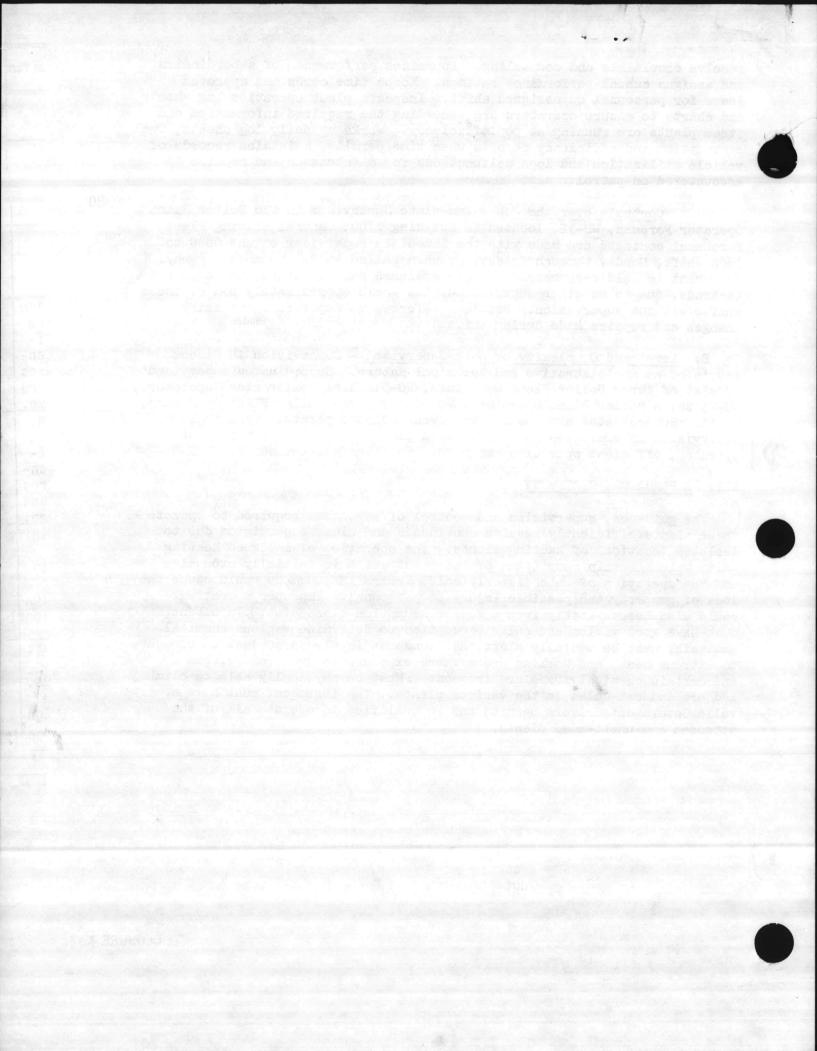
ign

ona

ional

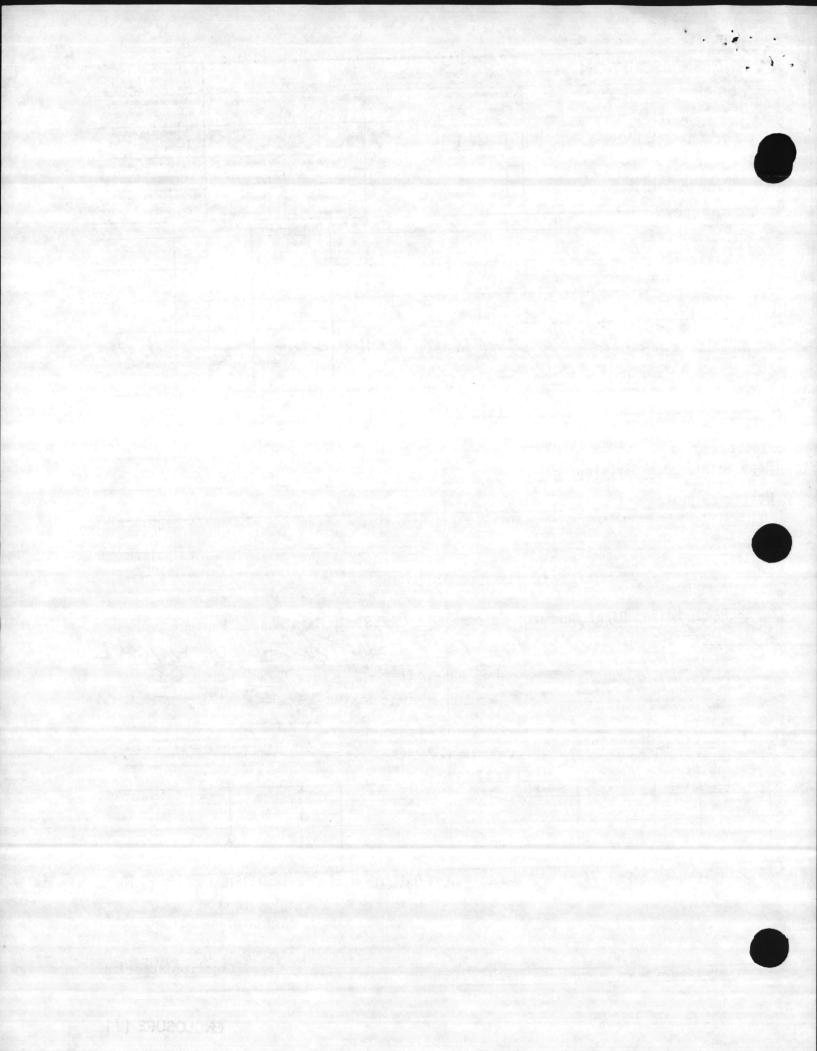
3

shift



	CH-SOUSIEIAB	CRIPTIO	N (Please	Read Instruction	ns on the	Back #*	Section VI	r.	10	Approv Position R	52
T. anto	MANSOLA OUY	MUEL HIT Dep	Dosition it	C 41 Greatlying Off	ice Location	1ation	Se Duty Stati	ACHOUR LON	the racide	FORT Cumilie dihara	N
	Perial Port			Trifal Labor Star	eune,	auge.	aller all	nt/Financial St	- unacunu	evaluation docum	
volanitiów 75 • ¥	now hat post	position is on	le that has bered in th	It : Exempt	Nonexeg	torn.	THE AGENEL A			Subject to IA Actio	-
aupr	int.		1.1	10. Position Statu			La Pasition is	12, 50	witivity. with	Competitive Level	Code
the at	oplicable pa	positions by	10600:02	A g. Excepted (Sou		17 4. 1 1 1 1 1 1 1	Suprvsry			or additional cos	ting
anber	OCISES AJORIA	maibility dots	ued in the	tun conduction of		itis -	Manageria Neither	X No		Bigency Use	-
a. Civil Silvica	10 - 11	S ur Mhi ab	Omerer -	tile of Position			ay Plan, Oqcy	potional Cado	- Grade	isine of Deter	-101A
Commission	www.	nicer unts int	obbjern, a					n an		anter a state of	
Ageney, oraci Establishmen	these stands	ansit on 15 and Color (15 and	• 1991 • • •				1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1			and and a second se	
TI Check of	16'										
c. Burney ag n			ALL CAL	Section and the second		- 19 ⁴	1	Ner on a start		nad recorded a	
d. Filidiottice		B. H.	Ala.	At CH	0		I.C.			- 14/ 1	(4) -
To Recommende	4: 506 FPM	Ca. 212 for	HULO ASSAL CO	Do and the state	van		7 3	TOF	12 7	5 126/3	2
Initiating Offi	ice Lea	ad Boile	r Plant	Operator			5 - Y	11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1,160 DA 100	BUR 1000 11000 1000	
D-61	1 819 164	08 115 20	the state of the	· · · · · · · · · · · · · · · · · · ·			7. Name of En	nployee (if vac			
Department, Age	incy, or Establis	shment	19 x x x x	100	c. Third	Subdivision				i Qir i -	-
Marine Co	rps Bas	e, Camp	Lejeun	e, NC	Stea	am Gen	eration	Sectio	on	• W 12	13.3
Base Main	tenance	Divisio	n N		d. Fourth	h Subdivision	1		N. 1 . 12 . 14	.7	· ·
b. Segged Subdiv	Vieigo (16	obiou or ware	and a second	· • • • •		Subdivision .			10 1 1 10	Constant Andre 1	1.4
Employee Barter	Branch	there is a start of	nation particu	e trait a			11 a	•	·	Maria a su	
Employee Review cesponsibilities of	my position	curate descriptio	on of the majo	or duties and	Signatu	ure of Emplo	oyee (optional)				-
or duties and	lication. / ce	ertify that this is es of this position	an accurate s	statement of the	that	this inform	tion is to be	used for statu		elating to appoint-	-
for which Fam r	espansible: T	his certification	is made with	nment functions		constitute				elating to appoint- eading statements lementing regula-	
a. Typed Name'a	nd Title of Imm	rediate Superviso						/	or or Manager (o)	the second second second second	
SHEPAR	D. Boil	er Plant	Operat	or Eoreman			1				•
Sustature of	10	10				21	Ma Ma	Intenan	ce_Mana	ler	2
Innell	Grading Certi	lication. I contil	that this por	9-13.82		D	VE	los	CRI	9-16-8	2
Classification/ Job	. the Chil Serv	ine Commission	. in conforma	nce with stand-	ZZ. Star		onexemp		SPC	Car wat the	
classification/ Job classified/graded ards published: by	water with A . with	me most applica	ble. published	standards.	U	nit St		the	BOC		
ards published by apply, directly, co							00	ro		and a constant of the second	
ards published by apply, directly, con Typed Name and T					C. 4 10 10 10						
ards published by apply, directly, eco Typed Name and T R MART SSIFICA	IN	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	tenden	t					information on sification of the		
ards published by apply, directly, eco Typed Name and T R MART SSIFICA	IN	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	tenden	Date	reviewe	d and correct	ted by the age	ency or the Ci	vil Service Com	mission. Informa-	
ards published by apply, directly, co Typed Name and R. MART	IN	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	Lenden	Date 10/27/82	reviewe tion on FLSA, it	d and correct classifications available f	ited by the age n/job grading rom the perso	ancy or the Cia appeals, and appeals, and appeals, and appeals, and	sification of the vit Service Comi complaints or the Commission	e position may be mission? Informa- a exemption from	
ards published by apply, directly, epo Typed Name and R.o. MART BSIFICA Signatury Position Review	tion s	Superin	a con a	Date	reviewe	d and correct classifications available f	n/job grading	appeals, and neel office or Date	sification of the vit Service Comi complaints or the Commission	e position may be mission: Informa- exemption from	?
ards published by apply, directly, go Typed Name and R. MART Ssiffica Signatury Position Review a. Employee (optionel).	IN. tion s artin.	Superin	a con a	Date 10/27/82	reviewe tion on FLSA, it	d and correct classifications available f	ited by the age n/job grading rom the perso	appeals, and norel office or Date	sification of the vil Service Comi d complaints or the Commission	e position may be mission? Informa- a exemption from	
ards published by apply, directly, eo Typed Name and R.o. MART BSIFICA Signatury Polition Review a. Employee (optionel).	IN tion s artin	Superin	a con a	Date 10/27/82 Date	reviewe tion on FLSA, it	d and correct classifications available f	ited by the age n/job grading rom the perso	appeals, and norel office or Date	sification of the vil Service Comi d complaints or the Commission	e position may be mission: Informa- exemption from 	-
ards published by apply, directly, go Typed Name and R. MART Ssiffica Signatury Position Review a. Employee (optionel).	IN tion s artin	Date	Initials	Date 10/27/82 Date	reviewe tion on FLSA, it	d and correctassifications available f	Initials	appeals, and new or the Cit 1 appeals, and new office or 1 Date	sification of the vil Service Comi d complaints or the Commission	position may be mission? Informa- exemption from i f^?(it.t Date i.tsta information from	-
ards published by apply, diregity, go Typed Name and R MART Issifica Signatury Position Review a. Employee (optionel). b. Supervisor	IN tion s artin	Superin	Initials	Date 10/27/82 Date	reviewe tion on FLSA, it	d and correctassifications available f	Initials	ency or the Cita ency or the Cit appeals, and neel office or i base base base base base	istication of the it Service Com it complaints or the Commission it is it is it is it is it is it is it it is it is it is it it is it it is it it is it it is it it it is it it is it it is it it is it it it it it is it it i	position may be mission? Informa- exemption from i f^?(it.t Date i.tsta information from	-
ards published by apply, diregity, go Typed Name and R. MART Signatury Position Review a. Employee (optionel). b. Supervisor c. Classifier Remarks ¥7	IN. tion s artia loties PM Bu	Dete	- Initiala ∧	Date 10/27/82 Date	reviewe tion on FLSA, it	d and correctassifications available f	Initials	Ine class ency or the Cit appeals, and in appeals, and in a province of the constraints in a province o	istication of the it Service Com it complaints or the Commission it is it is it is it is it is it is it it is it is it is it it is it it is it it is it it is it it it is it it is it it is it it is it it it it it is it it i	position may be mission? Information exemption from for a state of the state of	-
ards published by apply, diregity, go Typed Name and R. MART Signatury Position Review a. Employee (optionel). b. Supervisor c. Classifier Remarks ¥7	IN. tion S a. Tr. toties PM Bu	Data	- Initials ∧	Date 10/27/82 Date	reviewe tion on FLSA, it	d and correctassifications available f	Initials	Ine class ency or the Cit appeals, and in appeals, and in a province of the constraints in a province o	istication of the istication of the complaints or the Commission istication istication in the complaints or the Commission isticatio	position may be mission? Information exemption from for a state of the state of	-

ENCLOSURE (/)



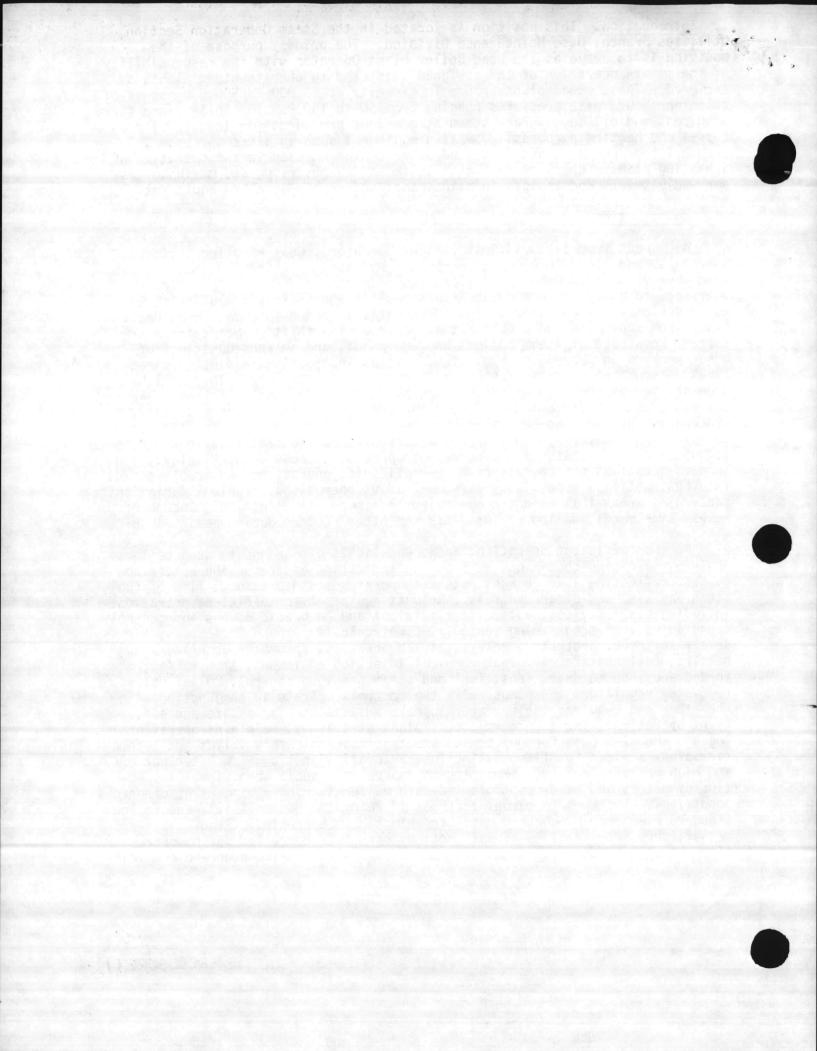
I. Introduction. This position is located in the Steam Generation Section, Utilities Branch, Base Maintenance Division. The primary purpose of the position is to serve as the Lead Boiler Plant Operator with the responsibility of the smooth operation of the assigned shift and to operate steam plants as assigned. These steam plants range in capacity of 10,000 to 500,000 pounds of steam per hour, with pressures ranging from 50 to 150 P.S.I. Boilers are fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Check operation of equipment by observing and making necessary adjustments and assists in maintenance and repair on above equipment.

II. Major Duties.

-

A. Leads from 11 to 14 Boiler Plant Operators, Coal Handling Equipment Operators, and other lower level personnel by passing on instructions received from supervisor. Incumbent transfers other operators or calls in relief operators to cover unexpected absences on shift and assigns immediate tasks to be performed by operators. Incumbent obtains needed information on decisions from supervisor on problems that occur during shifts. Maintains a current knowledge of steam boilers and equipment, and answers questions of other workers on procedures, policies, written instructions and other directives. Incumbent assures that other operators are kept busy. This will be accomplished by checking with operators by phone during the shift, and near the end of the shift to insure supervisor's instructions on work sequences, procedures, methods and deadlines have been met. Incumbent advises operators to follow instructions received from supervisors and to meet deadlines. Reports to supervisors on status and progress of operators, cause of work delays, and answers questions of supervisors on overall shift operations and problems. Incumbent notifies supervisory personnel about operational problems during shift concerning areas that need the supervisor's immediate attention. Incumbent keeps time cards and log of incidents and other records during assigned shift.

B. For efficient operation, incumbent lights off and shuts down boilers. Analyzes operating conditions as shown by indicating and recording meters and gauges, reflecting load changes, steam temperatures and pressure, flow of fuel, steam and air, and other controls. Adjusts equipment for efficient operation. including alarm devices, automatic electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicators, air safety switches, protective relays, air compressors, feedwater deaerators and heaters, fuel heaters, internal chemical injection equipment, stop valves, forced and induced draft fans, fuel and steam pressure control, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets; inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boiler or auxiliary from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up and boiler water, using standard chemical



tests. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boiler and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, auxiliaries, and all related equipment.

III. <u>Skill and Knowledge</u>. Must have the ability to lead other operators and have a thorough knowledge of the location, purpose and operating techniques of all steam plants, boiler and auxiliary equipment. Incumbent must have the ability to interpret and evaluate operating conditions of steam generating equipment from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls, and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skill to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers, and take all safety precautionary measures necessary to prevent damage to boilers and injury to plant personnel.

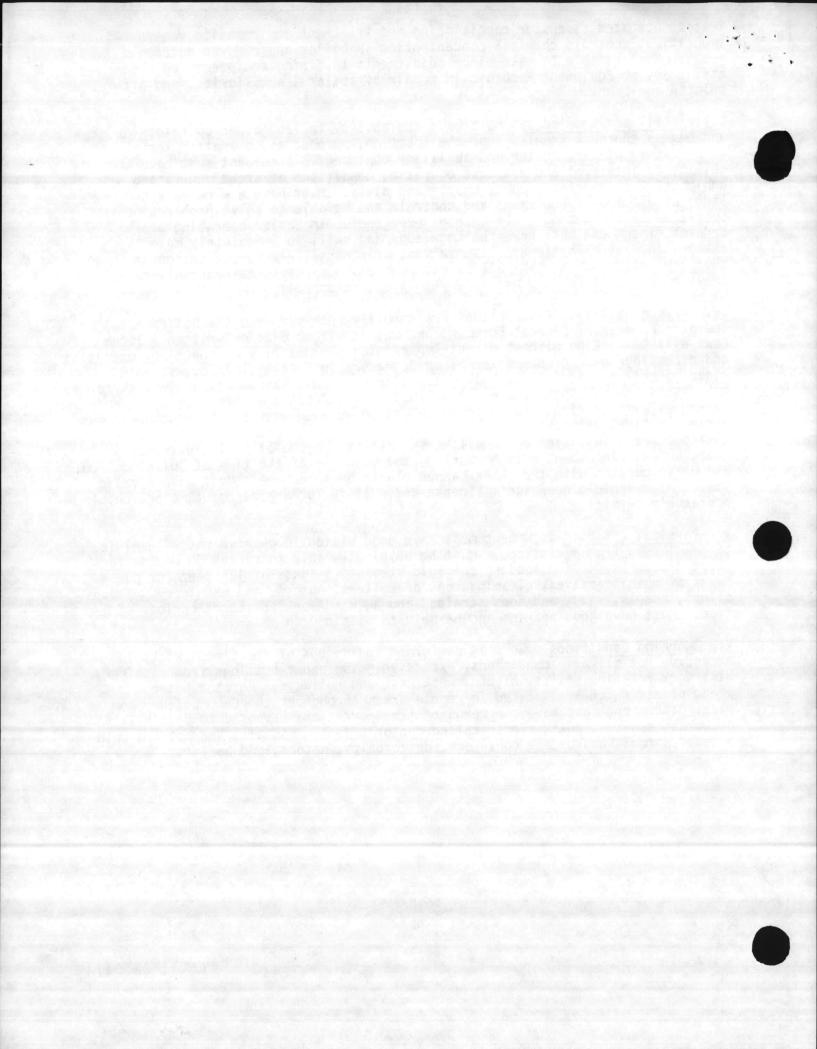
IV. <u>Responsibility</u>. Instructions are normally received from the Boiler Plant Operator Foreman or General Foreman, and may be either oral or written. Incumbent will be working without direct supervision the majority of the time, operating and directing lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision. Must be able to make on the spot decisions during critical situations and use good judgement as problems arise by either taking corrective action or recalling supervisory personnel during extreme emergencies. Incumbent will be working the majority of the time at Building 1700, and be in contact with the other manned plants by telephone. Must have a valid state motor vehicle operator's license and qualify for a government motor vehicle operator's permit.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 125 feet for purposes of opening valves, cleaning tops of boilers, motors, and machinery. Stoops, climbs, kneels, sits, and does strained and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have own means of transportation. Exposed to possibility of burns, bruises, cuts, electrical conductors, dust, moisture, and hot and cold pipes. Normal hazards are conveyors, drive belts, motors, and boilers.



ENCLOSURE (/.)



POSITION EVALUATION REPORT FOR JD# 97-82

- Ref: (a) OPM Job Grading Standards for Leader (TS-39 Jan 80) (b) OPM Job Grading Standards for Boiler Plant Operator
 - (b) OPM Job Grading Standards for Boiler Plant Operator, WG-5402 (TS-8 Sep 69)
 - (c) DoN Supplementary Job Grading Guidance (NAVSO P-3090) Supplementary Job Grading Guidance for Boiler Plant Operator
 - (d) OPM Job Grading Standards for Supervisor (TS-4 9 Aug 82)

1. Identification: Job # 97-82 is located in the Plant Operations Unit, Steam Generation Section, Utilities Branch, Base Maintenance Division, Facilities Department, Marine Corps Base, Camp Lejeune, North Carolina. The job was classified as Boiler Plant Operator (Leader), WG-5402-12 on 26 October 1982.

2. <u>Nature of action</u>: The evaluation report is occasioned by a classification appeal, submitted by Messrs. Hardison, Brownley, Weston, Humphrey, Bell and Rogers.

3. <u>Classification</u>: The present classification is Boiler Plant Operator (Leader), WG-5402-12. The appellants are requesting the job be classified as Boiler Plant Operator Foreman, WS-5402-9. On the basis of the following information, it is recommended the classification of Boiler Plant Operator (Leader), WG-5402-12, be sustained.

4. <u>Organizational Information</u>: The Plant Operations Unit of the Steam Generation Section, consists of seven manned plants and 47 unmanned steam generating plants located at various points throughout the Base. The unit is headed by a Boiler Plant Operator Foreman. All positions in the unit are concerned with the production of steam by operation of coal and oil fired steam generation plants. The appellants are the six employees covered by the job description and are assigned to the unit. The exact organizational location of the appellants' jobs are shown on enclosure (3).

5. <u>Historical Sketch</u>: This was a new job established in October 1982. The shifts in the unit had been previously supervised by Boiler Plant Operator Foremen but, due to an economy measure, these jobs were eliminated. The Boiler Plant Operator Foreman positions were for full time supervisory positions with full responsibility for planning, work direction, and administration of all personnel assigned to a shift. Enclosure (5) is a copy of the job description for the abolished positions.

6. Analysis of Duties and Responsibilities

The appellants' primary duties are twofold, involving the leading of other Boiler Plant Operators and various support personnel and operation of the Central Steam Plant with a generating capacity of 500,000 pounds of steam per hour.

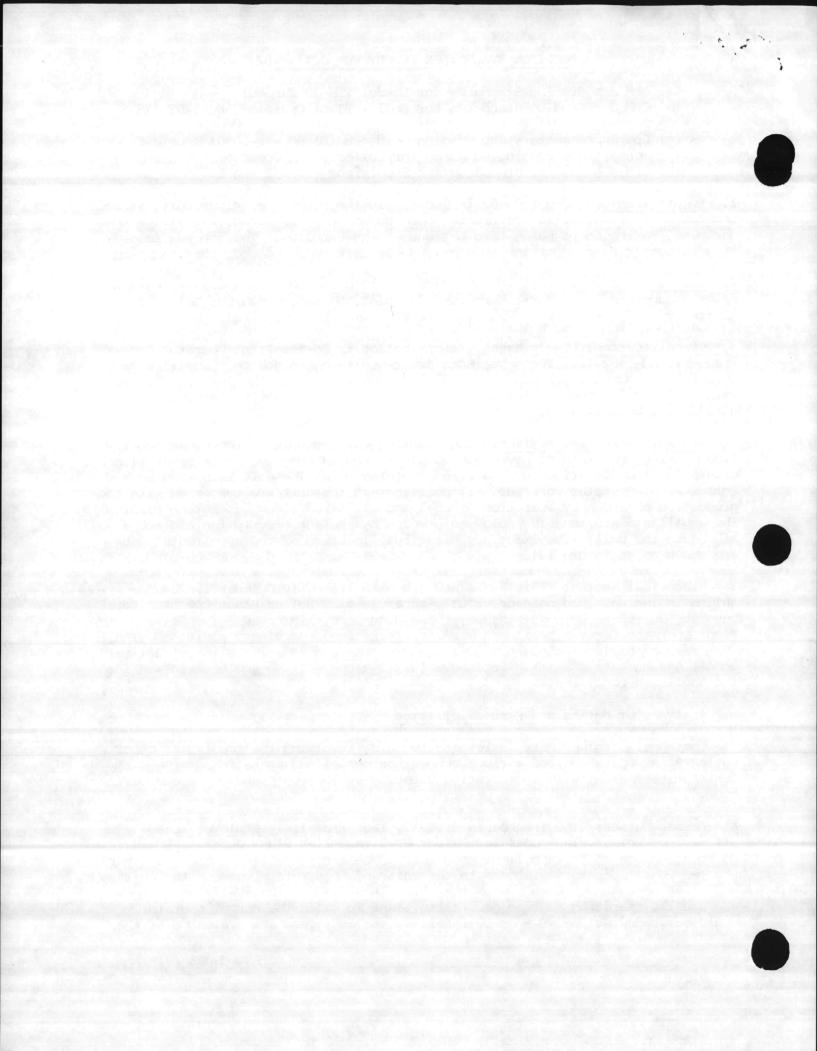
A. Leader Duties: The incumbents normally lead from 11-14 employees classified from Boiler Plant Operator Helper WG-5 to Boiler Plant Operator WG-10. On occasion one of the appellants may lead a WG-11 Boiler Plant Operator. There are two WG-11 operators assigned to the unit and they rotate between the shifts as relief operators. Even though they are classified at the WG-11 level, they are usually operating a steam generating plant in which the normal operator would be graded at the WG-9 or 10 level. These employees are evaluated at the

1

ENCLOSURE (2)





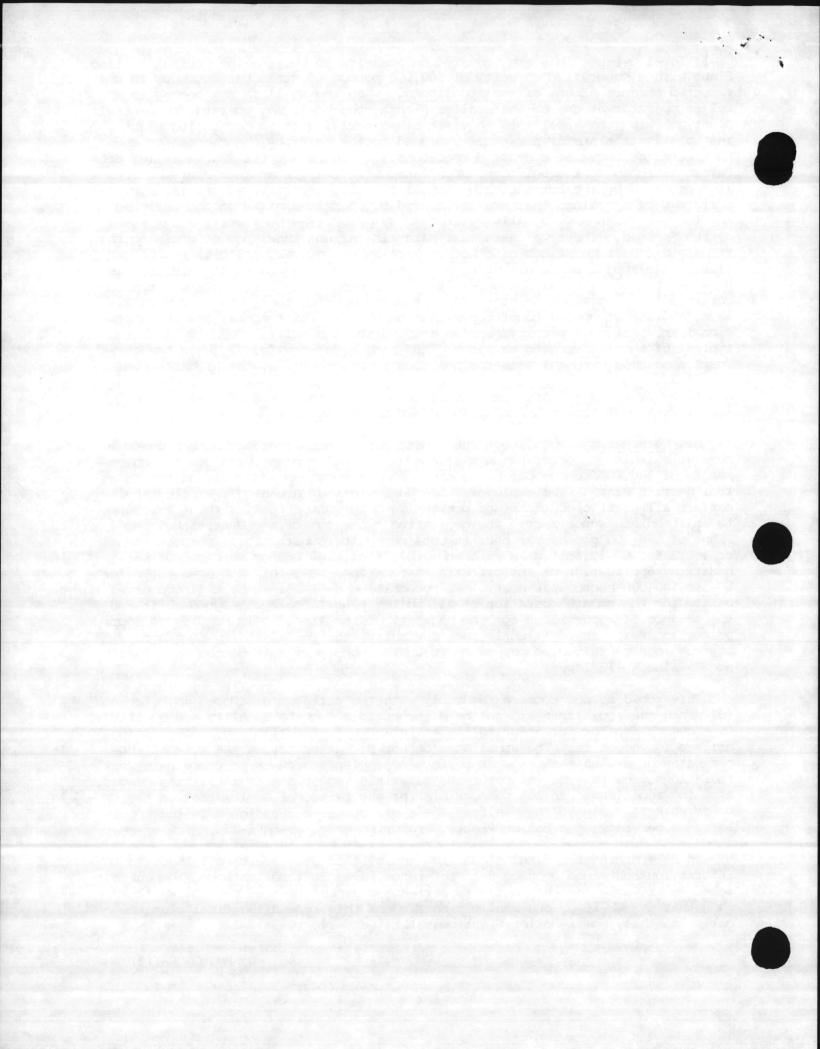


WG-11 level because they are required on occasion to operate the Central Heating Plant with a generating capacity of 500,000 pounds of steam per hour due to unexpected absence of one of the appellants. When the WG-11 is not needed as a relief operator at one of the smaller plants, the WG-11 may operate the central plant allowing the appellants to visit other outlying steam generating plants. The appellants transfer personnel assigned to the shift by the Foreman to cover unexpected absences of scheduled operators. If there are not enough relief operators assigned to the shift the appellants will call in another operator from a list provided by the Foreman. The appellants also assign immediate tasks to be performed by operators that are not needed to operate a plant on the assigned shift. The tasks are normally determined by priorities previously established by the Foreman. The appellants must maintain current knowledge of steam operations and answer questions of other workers on procedures, policies and direc tions. The appellants check with operators and ensure supervisor's instructions on work procdures, methods and deadlines have been met. They leave written reports to the supervisor on status and progress of operators, cause of work delays, and answer questions of supervisor on overall shift operations and operational and personnel problems encountered during the shift. These duties are typical of those discussed on pages 4 and 5 of reference (a) for Work Leader Positions. The grade of a leader position is determined by the highest level work lead. For the reasons discussed above, the highest level nonsupervisory work lead by the appellants on a regular and recurring basis is WG-10. The leader duties of this job are evaluated at the WL-10 level.

B. <u>Nonsupervisory Duties</u>: The job description indicates that employees covered by this job description will operate a boiler plant with generating capacity of 500,000 pounds per hour, since the primary assignment is at the Central Heating Plant. The employees covered by this JD are highly skilled and perform all plant operations and preventive maintenance tasks without reference to an immediate supervisor. The generating capacity for the Central Heating Plant of 500,000 pounds per hour is considered to "substantially" exceed the criteria for WG-10, cited in reference (b), i.e., 100,000 or more pounds per hour. By application of the criteria in reference (c), this job equates to the WG-11 (500,000 pounds per hour). In recognition of the incumbents' responsibility for the smooth operation of all boiler plants on the assigned shift and the absence of supervision for the majority of the time, it is considered appropriate to assign an additional grade for shift responsibility in accordance with instructions contained in reference (b). The nonsupervisory duties are evaluated at the WG-12 level.

This job does not compare favorably with the criteria discussed in reference (d) since the appellants are not held accountable for the quantity and quality of the work done or for assuring the efficient and economical work of personnel asigned to the shift. The appellants do not direct or review the work of subordinates or evaluate their work performance; plan schedules or coordinate work operations, and they do not determine materials, equipment or facilities needed. Also the appellants are not responsible for any personnel administration for other workers assigned to a shift. The above duties are assigned to the appellants' supervisor, the Boiler Plant Operator Foreman, WS-5402-12.

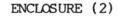
In determining the final classification of this job reference is made to the information contained on page 8 of reference (a). In this instance, the current schedule of wages for this activity reflects a higher rate of pay for WG-12 than that for WL-10 by one cent per hour. For this reason the final classification of this job is Boiler Plant Operator (Leader), WG-5412-12.

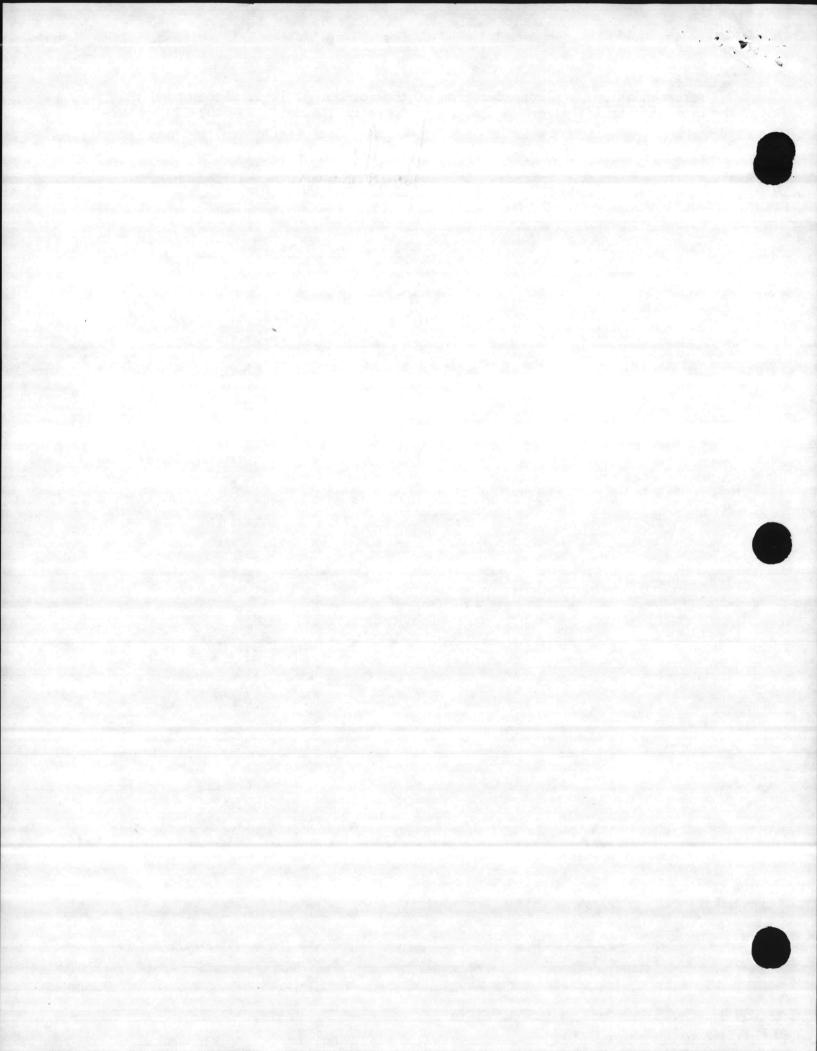


7. Recommendation: In consideration of the foregoing, it is recommended that the present classification, Boiler Plant Operator (Leader), WG-5402-12, be sustained.

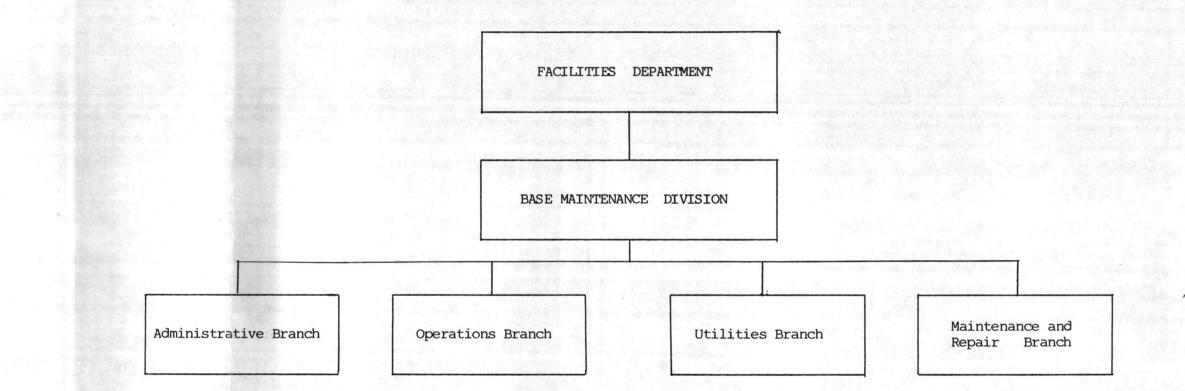
2

Hour T. BROWN DURREL

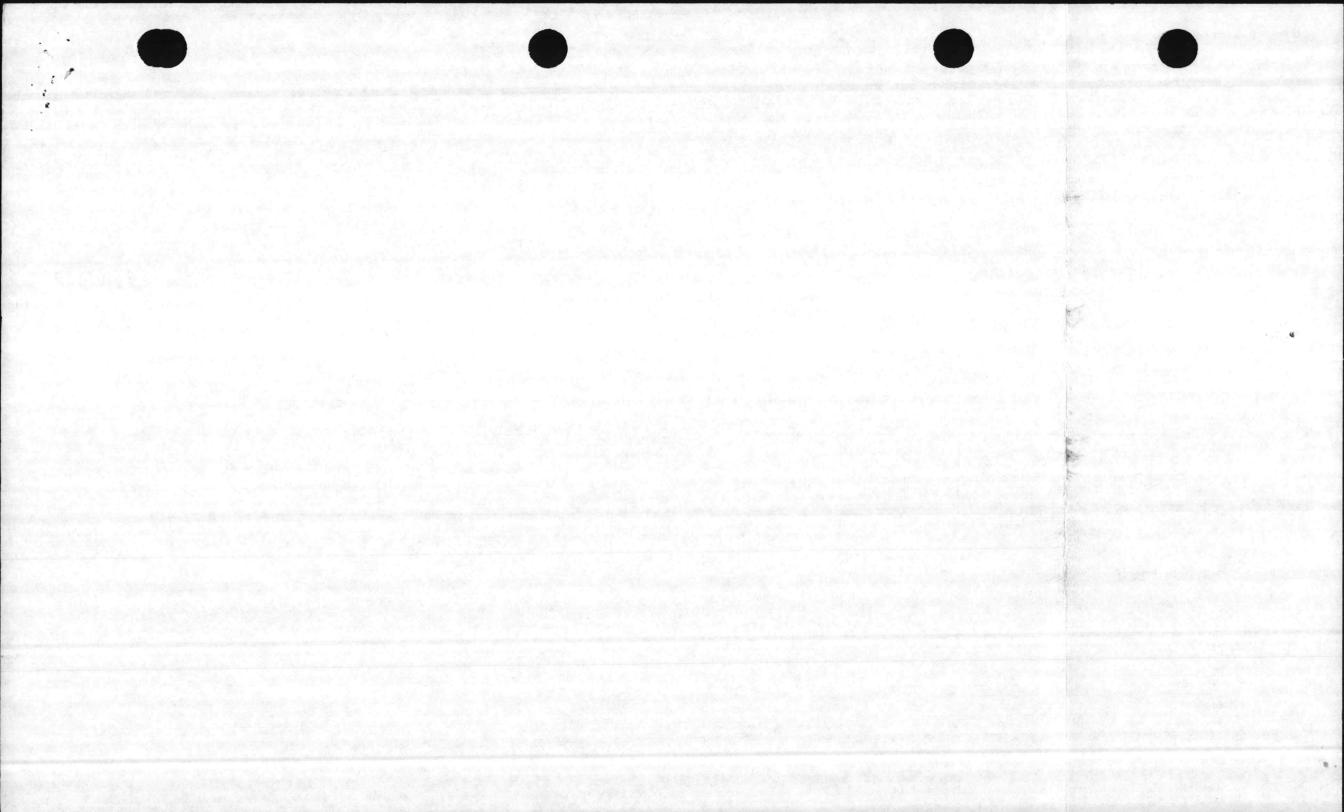


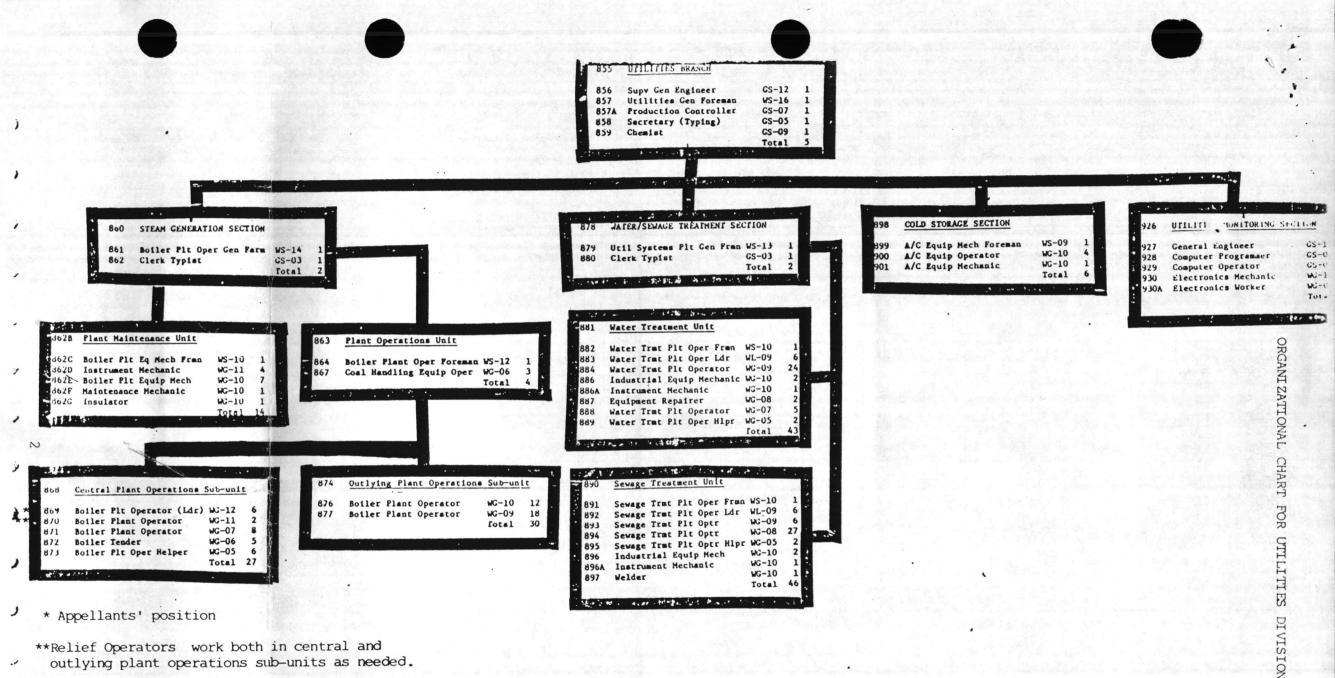


ORGANIZATIONAL CHART FOR UTILITIES DIVISION



ENCLOSURE (3)



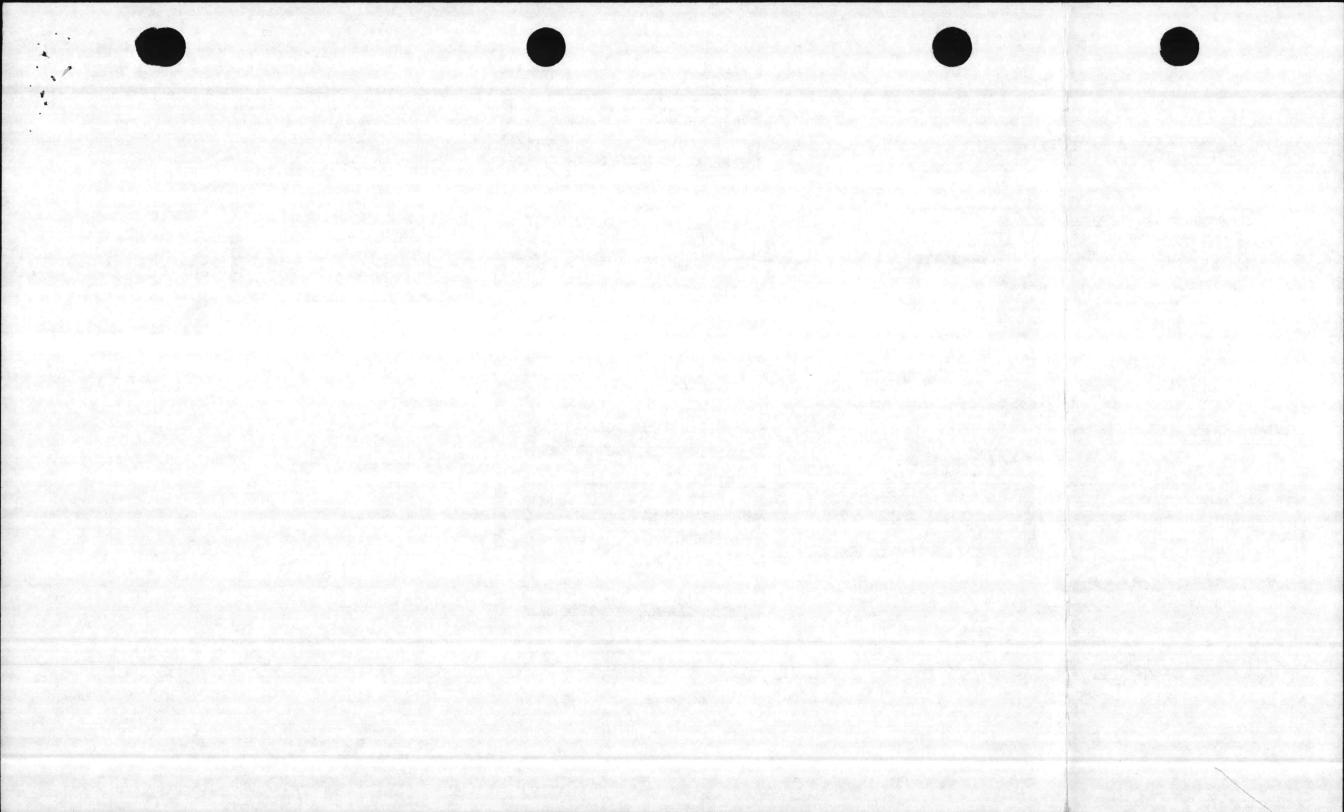


**Relief Operators work both in central and outlying plant operations sub-units as needed.

> ENCI 8 URE

w

.1

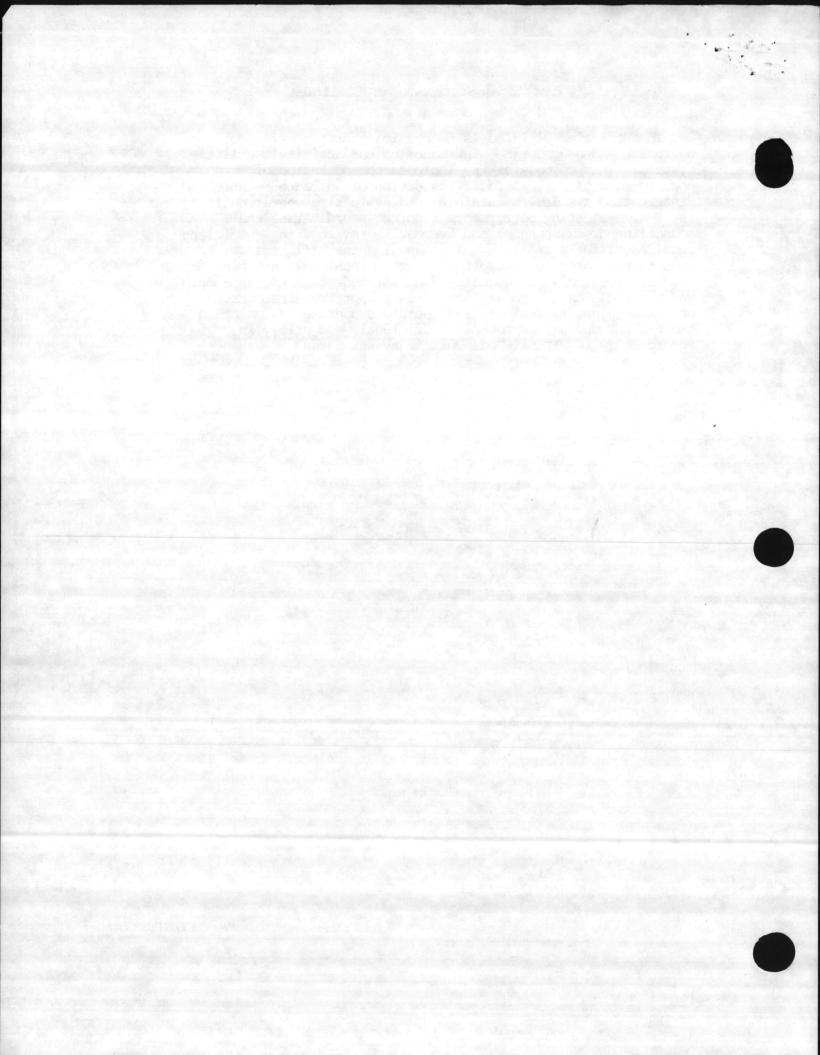


Functional Statement for Utilities

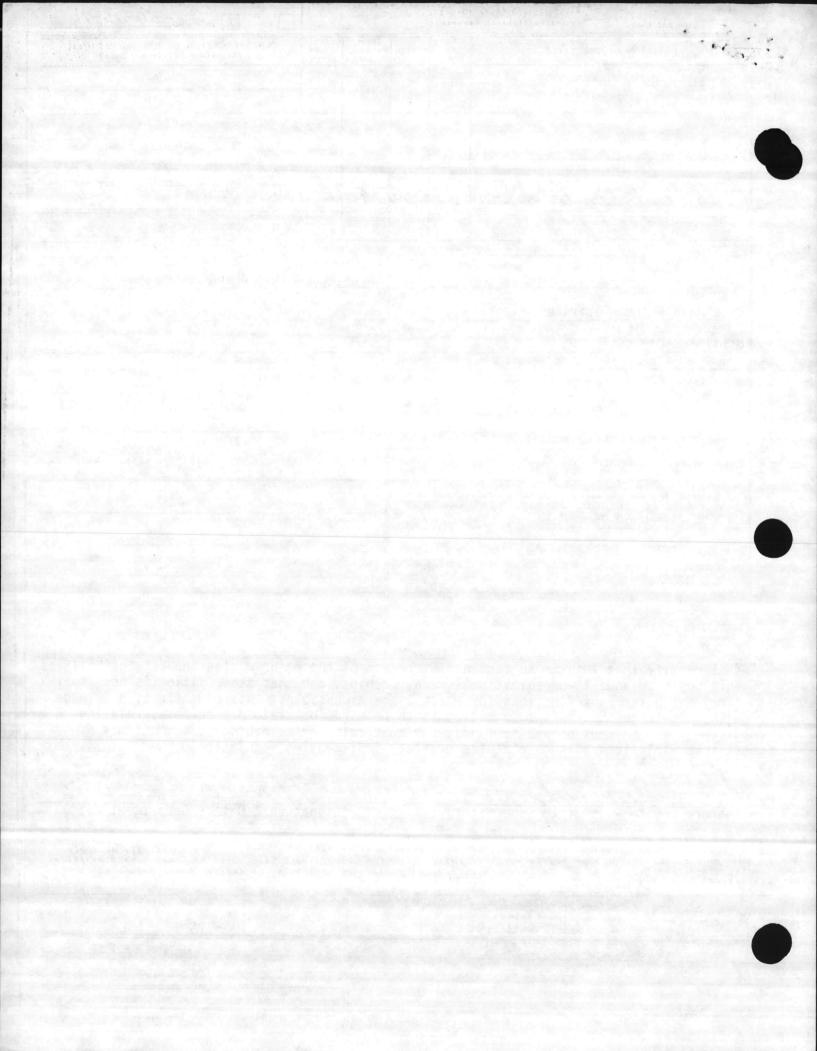
The Utilities Division is responsible for the efficient operation and operator's maintenance of the activity's utilities systems. This responsibility includes the operation of nonautomated plants, periodic inspection of automated plants and distribution systems, maintaining and evaluating operational records, evaluating performance reports, coordinating the scheduling of maintenance and overhaul work, ensuring sufficient supplies of fuels and materials, managing the utilities conservation program, establishing and maintaining utilities targets, furnishing of quantity data for budgeting and accounting and the planning for future utilities support requirements. Utilities plant supervisors and operators operate and maintain their plant equipment properly, efficiently and safely in accordance with established proficiency standards.



ENCLOSURE (4)



0104 942 4240 (See Instruct	ions on Reverse)		GRADE	CLASEL	DPD X JD NO. 50-7	
POSITION OR JOB TITLE	OR SERV.		GRADE/ PAY LEVEL /FORMULA	FIERS	CLASSIFICATION OR RATING (Signature, Title and De	OFFICIAL
1. THIRD ACTION	4			6.20	in the second	
		200				
2. SECOND ACTION					add a second to be to the	at a stand
3. FIRST ACTION	,		314	- Carlos	11. Pranti	15/2
Bailor Plant Epontor 7	miman 4/5	5413	9	m	W. B. MARTIN	2/5/1
4. RECOMMENDED		1	1	5. NAME	OF EMPLOYEE	Contraction of the second
	POSIT	ION OR	JOB LOCA	TION		
6. ACTIVITY - NAME AND LOCATION	a share that is a		9. (3rd)		ushion Russeh	
Marine Corps Base, Camp Leje 7. ORGANIZATIONAL SUBDIVISIONS (121)	une ,NC		5team	Gener	ration Branch	1
Base Maintenance Department						Sec. 1
Utilities Division			11. ORGANI	ZATIONAL	TITLE OF POSITION OR JOB (If any)	
	OYEES NOW PERF	ORMING	DUTIES	(Ungrad	ded jobs only)	
(No.:) (Title:)		1.40	(No.:)	(Title:		TI NOA
					Tonnacmpt /	
1.				U		يرەلار (
REASON FOR SUBMISS			The	descrit	CERTIFICATIONS: ption of the duties and respon	nsihiliti
13. DUTIES AND RESPONSIBILITIES NOT ELSEWHER DESCHIPTION ATTACHED.	E DESCRIBED - COMPLI	ETE	of thi	s posít	tion or job is complete and a	ccurate.
AMENDAENT NO.	Plant Oper		19. SIGNA	TURE (E=p	oloyee)	DATE
	n, WS-5402-		20. SIGN	ATURE AND	TITLE (Inmediate supervisor)	DATE
15. IDENTICAL TO-						and the second
16. ATTACHED STATEMENT OF						100
DIFIERENCE TO-			21. SIGNA		on No., Classification or Rank) TITLE (Person authorized to establish	DATE
17. REPLACES-					position or job)	
18. OTHER (Specify)	hone]		9 - 5 1 - 5	
TIDE 1512 Ine 497	accurate s	tatom	ll ent of	the r		sibiliti
f this position and its organi	zational re	latio	nships	, and	that the position is no	ecessary
carry out government function ith the knowledge that this in	ons for which	ch I a	m resp	onsib	le. This certification	is made
pointment and payment of publ	ic funds, a	and th	at fal	se or	msleading statements ma	ay
onstitute violations of such s	statutes or	their	imple	menti	ng regulations.	a selen ge
21 (1701-1		-1		~	Anna and and and	1.31
Olow & Atthering ton	1-30-	16	-7	W	malle Z-1	4-16
Signature & Date - Imediate Su				Signa	1 . Je	
-if a second sec	be appealed b tion in compen	sation	must be	timely	y in order for retroactivity	to apply.
fication of this position may ch result in demotion or reduc		uction	for pro	cedures	s. Civil, Service Commission	classific nd
ch result in demotion or reduc sall'your classifier or appropriate n standards and Department of the Na	activity instr vy classificat	ion gu	ides are	avail	able for review in the wage a	1
ch result in demotion or reduc sall'your classifier or appropriate	vy classificat	ion eu	ides are	avail	10 Jul 65	
ch result in demotion or reduc sull'your classifier or appropriate n standards and Department of the Na minimum of the Na	vy classificat	ion gu	idēs sre	avail	12165	NAVSO 12
ch result in demotion or reduc sull'your classifier or appropriate n standards and Department of the Na saification Office. SECNAVINST 12510. CLASSIFICATION OR RATING	vy classificat	ion eu	idēs are	avail	(xoxe) (Tangette parts ora	44450 12
ch result in demotion or reduc sull'your classifier or appropriate n standards and Department of the Na saification Office. SECNAVINST 12510. CLASSIFICATION OR RATING	vy classificat	ion eu URUD G	idēs sre	avail	12165	44450 12
ch result in demotion or reduc sull'your classifier or appropriate n standards and Department of the Na saification Office. SECNAVINST 12510. CLASSIFICATION OR RATING	vy classificat	ion eu URUD G	idēs sre	avail	(xoxe) (Tangette parts ora	44450 12



mendment No. I

Boiler Plant Operator Foremen WS-9

Job Description No. 50-75

III. Explanatory Statement

Add the following:

The incumbent will visit, on an unscheduled basis, water, sewage and cold storage plants to verify operator attendance. Visits will be made during shifts not normally worked by the General Foreman and/or Foremen of the respective water, sewage, and cold storage plants. Incumbent will not provide technical assistance on the operation and maintenance of these plants.



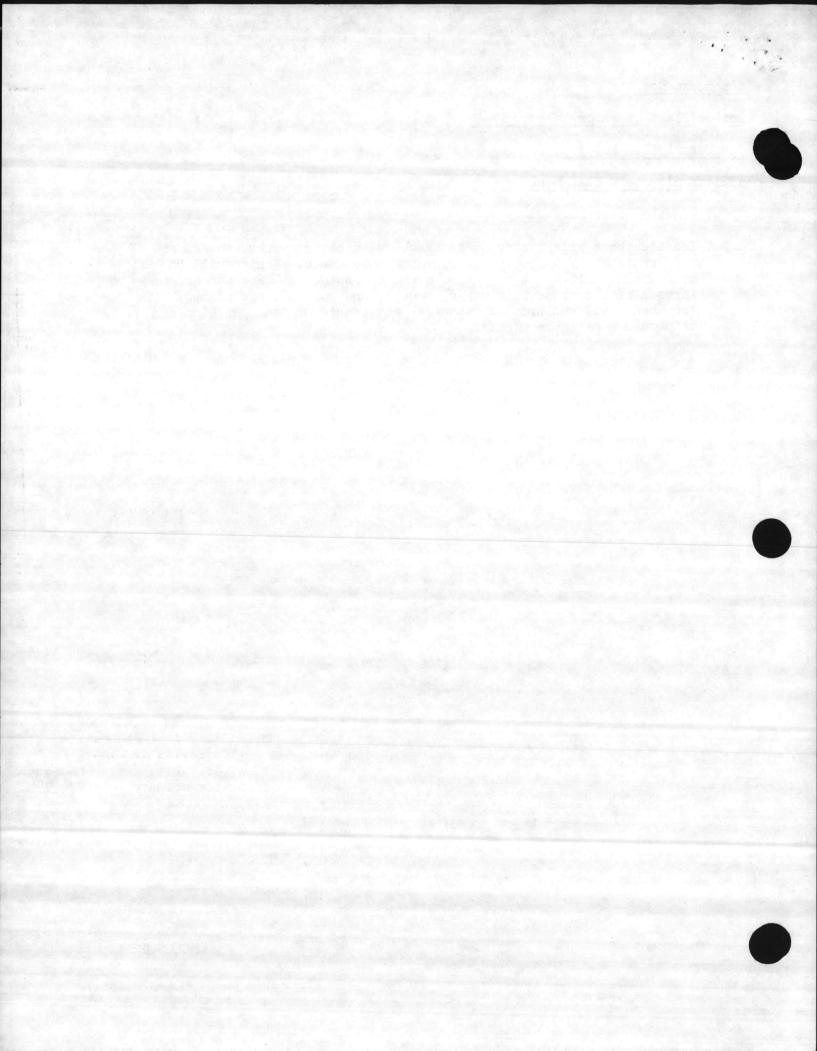
ENCLOSURE 101

n

lities ary ade to

tion apply: sifica

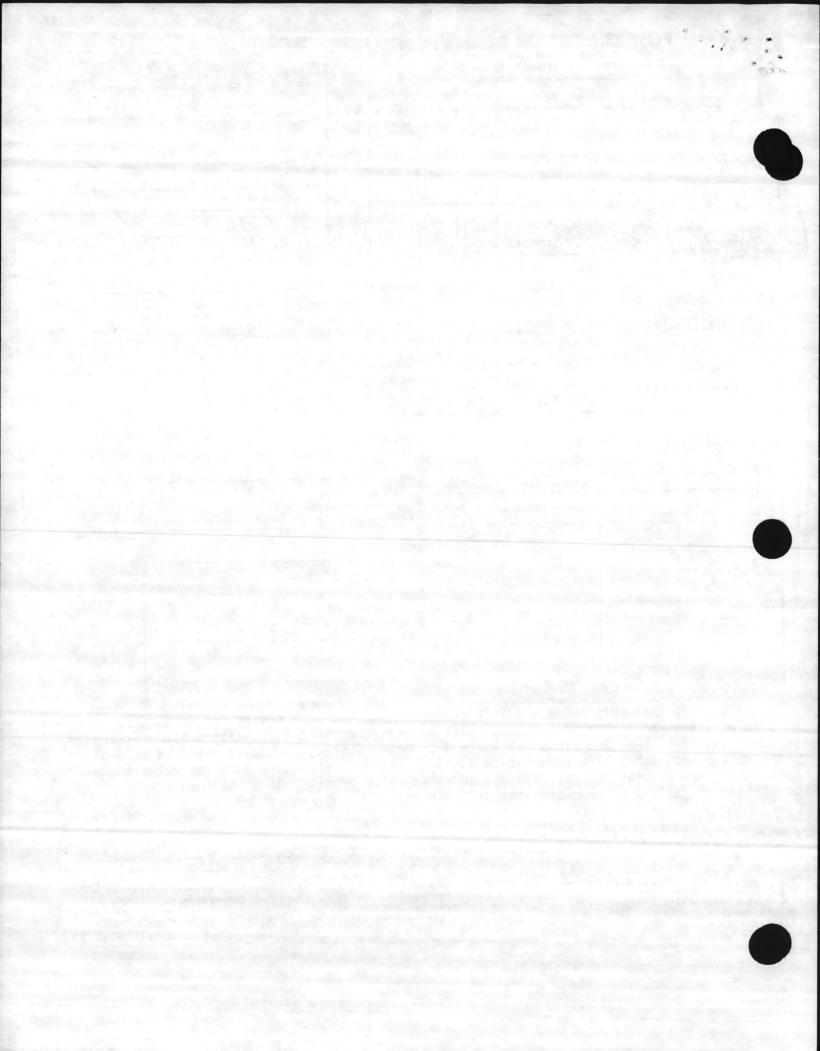
DEVAN



THILE POSITION OR LOB THTLE	- SERV	SERIES	GRADE/ PAY LEVEL /FORMULA	CLASSI -	CLASSIFICATION OR RAT	ING OFFICIAL
THIND ACTYPE ON LOT 201 A 10' 2019					instant i sooraal ba N <u>uur</u> ii yaa	
And control concept the "III" and BECOND ACTION description of the section of the description of the section of the section of the section of three sections	Sec. Prove					
ACCOMENDED	Foreman us	5402	9	m	W. R. MARTIN	9/23/75
RECOMMENDED /				5. NAME	OF EMPLOYEE	
ACTIVITY - NAME AND LOCATION	POSITI	ON OR .	JOB LOCA	TION	·	
ACTIVITY - NAME AND LOCATION		See. 200	9. (3rd)			
arine Corps Base, Camp Le oncanizational subdivisions (1) ase Maintenance Departmen			Steam 10. (4th)	Gener	ration Branch	a
ase <u>Maintenance</u> Departmen	rt.	1.17	10. (4th) 11. ORGANIZ	ATTONAL T	ITLE OF POSITION OR JOB (If any)	* **
ase Maintenance Departmen (7mm) tilities Division 12. EMF	LOYEES NOW PERFO	1.17	10. (4th) 11. ORGANIZ	ATTONAL T	ITLE OF POSITION OR JOB (If any) ed jobs on ly)	
ase Maintenance Departmen (2007) 2017 tilities Division 12. EMP	PLOYEES NOW PERFO	1.17	10. (4th) 11. ORGANIZ DUTIES (ATIONAL T Ungrade	ITLE OF POSITION OR JOB (If any) ed jobs only)	a
CONCANIZATIONAL SUBDIVISIONS (111) ASE Maintenance Departmen (2007) tilities Division 12. EMP (7) (Title:) REASON FOR SUBMIS 13. DUTIES AND RESPONSIBILITIES NOT ELSEMI 13. DUTIES AND RESPONSIBILITIES NOT ELSEMI	PLOYEES NOW PERFO	DRMING	10. (4th) 11. ORGANIZ DUTIES ((No.:) The d	ATIONAL T Ungrada (Title:)	CERTIFICATIONS:	ponsibilities
CONCANIZATIONAL SUBDIVISIONS (111) ASE Maintenance Departmen (2007) tilities Division 12. EMP (7) (Title:) REASON FOR SUBMIS 13. DUTIES AND RESPONSIBILITIES NOT PLOTE	PLOYEES NOW PERFO	DRMING	10. (4th) 11. ORGANIZ DUTIES ((No.:) The d	ATIONAL T Ungrada (Title:) escript positi	TTLE OF POSITION OR JOB (If any) ed jobs only) CERTIFICATIONS: tion of the duties and res ion or job is complete and	ponsibilities accurate. DATE
ALLANDAL SUBJUISIONS (1) ASE Maintenance Departmen (2) IIIIIIII S Division I2. EMP (Title:) REASON FOR SUBMIS I3. DUTIES AND RESPONSIBILITIES NOT ELSEMP DESCRIPTION ATTACHED. ATTACHED ATTACHED ATTACHED T0- T0- T0- T0- T0- T0- T0- T0	PLOYEES NOW PERFO	DRMING	10. (4th) 11. ORGANIZ DUTIES ((No.:) The d of this 19. SIGNATI	ATIONAL T Ungrade (Title:) escript positi ure (Emplo	TTLE OF POSITION OR JOB (If any) ed jobs only) CERTIFICATIONS: tion of the duties and res ion or job is complete and	accurate.
ACCANIZATIONAL SUBDIVISIONS (111) ASE Maintenance Departmen (2007) 12. EMF 12. EMF 12. EMF 13. DUTIES AND RESPONSIBILITIES NOT ELSEW DESCRIPTION ATTACHED ATTACHED ATTACHED	PLOYEES NOW PERFO	DRMING	10. (4th) 11. ORGANIZ DUTIES ((No.:) The d of this 19. SIGNATI	ATIONAL T Ungrade (Title:) escript positi ure (Emplo	TTLE OF POSITION OR JOB (If any) ed jobs only) CERTIFICATIONS: tion of the duties and res ion or job is complete and eyee)	DATE
ALTACHED ATTACH	PLOYEES NOW PERFO	DRM ING	10. (4th) 11. ORGANIZ DUTIES ((No.:) The d of this 19. SIGNATI 20. SIGNAT	ATIONAL T Ungrade (Title:) escript positi ure (Emplo	TTLE OF POSITION OR JOB (If any) ed jobs only) CERTIFICATIONS: tion of the duties and res ion or job is complete and eyee)	DATE

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.

(Si ature & Date Immediate/Supervisor) (Signature & Mate - Department Head) sification of this position way be appealed by the incumbent at any time. Appeals from classification ac-The ich result in demotion or reduction in compensation must be timely in order for retroactivity to apply. your classifier or appropriate activity instruction for procedures. Civil Service Commission classificatio. Cons. andards and Department of the Navy classification guides are available for review in the Wage and tion 5 Class fication Office. ENCLOSURE 15 CATION OR RATING CERTIFICATION:



DESCRIPTION OF DUTIES

Job Summary

n Pen

Job Location - This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. Description of Work Performed - Work performed in the Steam Generation

Branch is the operation and maintenance of the steam generating plants. This consists of 67 high and low pressure steam generating plants, 89 boilers ranging from 10 hp to 3,000 hp. Twenty-seven of the boilers are high pressure and operate from 100 to 150 PSI with a generating capacity of 2,000 to 100,000 pounds of steam per hour. Work performed is primarily supervisory in nature, dealing with production, personnel and maintenance as it pertains to the steam generating plants. Incombent supervises the performance of 11 to 16 Boiler Plant Operators on one of the four rotating shifts and performs actual duties of the trade approximately 15% of the

time.

su

op

τ.

EVALUATION FACTORS TI.

Nature of Supervisory Responsibility

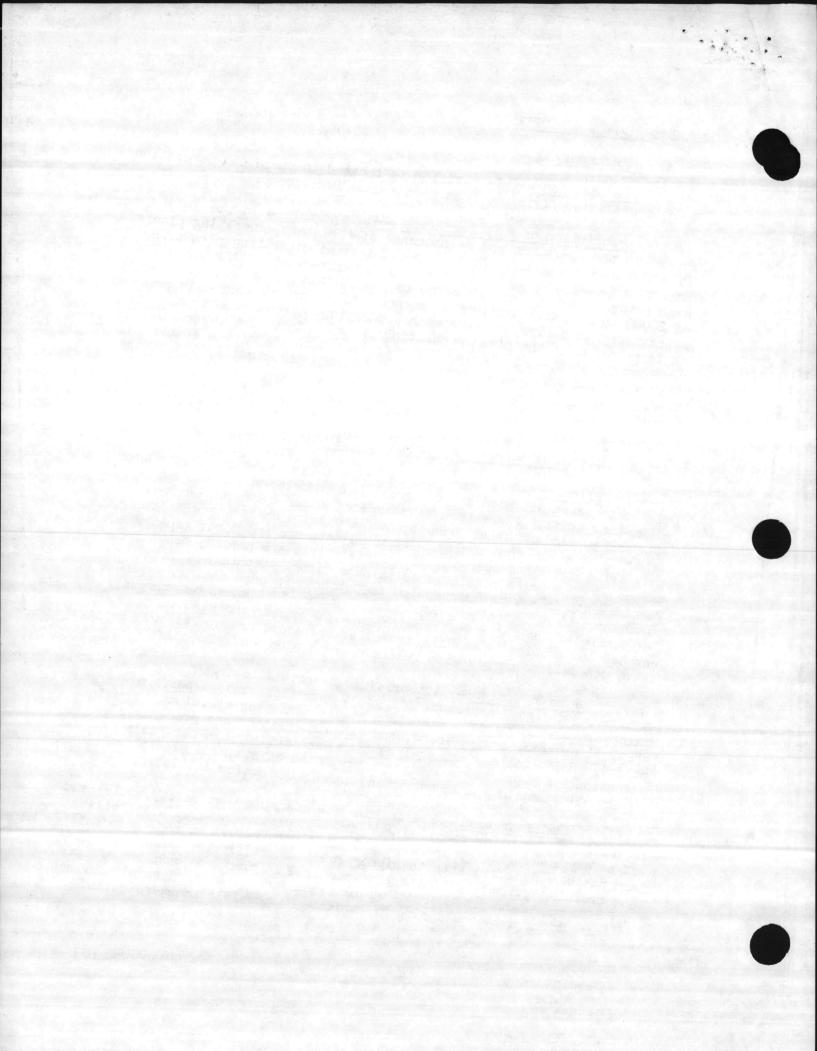
Planning - Planning is on a shift basis, consisting of scheduling visits to seven attended and 60 unattended plants and boilers during the eight-hour shift. Plans work as emergency calls are received from attended plants and other areas where unattended boilers are located, determining areas of priority. Makes adjustments and minor repairs as they arise and lists operational materials that are needed, draws from warehouse or submits requirements to supervisor. Determines manpower requirements in making unscheduled adjustments in personnel at various plants due to personnel not reporting because of sickness or emergency leave. Determines manpower requirements for number and kind to meet any unscheduled problem by calling in relief operators or supervisor. Prepares leave schedule to comply with relief operators on assigned shift. Work Direction - Authority is exercised in organizing work and

scheduling assigned personnel for plant operations and to perform emergency maintenance as required. Exercises requirements for efficient operation, chemical program, housekeeping, and explains methods and procedures as needed. Shift boilers and equipment as warranted by the particular situation. Any operational discrepancy noted at attended plants is brought to the attention of the operator and corrective action initiated.

Administration - Responsible for ensuring that safety, rules and regulations are being complied with in each plant. Ensures availability of safety instructions, operator and plant safety devices and equipment

and passes on requirements to higher level supervision. Conducts on-thejob training and safety meetings as required in plants to achieve efficient and safe operation procedures. Makes recommendations for disciplinary action on infractions detected during his shift. Responsible to exercise and

ENCLOSURE 15



resolve complaints and counseling. Appraises performance of subordinates and assigns annual performance ratings. Keeps time cards and approves leave for personnel on assigned shift. Inspects plant operation log sheets and charts to ensure operators are recording the required information and steam plants are running at top efficiency. Works up daily log sheets, fuel consumption and efficiency reports when time permits, maintains records of vehicle utilization and logs malfunctions for maintenance and repairs encountered on patrol.

<u>Controls over the Job</u> - Immediate Supervisor is the Boiler Plant Operator Foreman, WS-12, located in Building 1700, Central Heating Plant. Personnel contacts are made with the immediate supervisor on the 0800 to 1600 shift, Monday through Friday, or when called in due to an emergency. Incumbent is held responsible for his assigned shift, nights, holidays and weekends, due to no other supervision. He works approximately 85% of these shifts without supervision. Problems referred to supervisor are shift changes and repairs made during shift.

B. Level and Complexity of Work Supervised - Supervision is direct, and is of an administrative and technical nature. Subordinates supervised consist of three Boiler Plant Operators, WG-5; three Boiler Plant Operators, WG-7; seven Boiler Plant Operators, WG-9; and three Boiler Plant Operators, WG-11. Subordinates are located in seven separate plants. Technical supervision is exercised in the attended plants to ensure alertness of operator, efficient operation and safety is being maintained.

III. EXPLANATORY STATEMENT

The guidance, supervision and control of personnel required to operate these plants efficiently require continuous and close supervision due to isolated locations of heating plants. The operation of assigned heating units which contain many items of equipment which is initially expensive and the operation of which is critical. Errors in judgment could cause the loss of property and possible injury to personnel. Improper operation could also become costly from a fuel consumption standpoint. Incumbent must have good vision and color perception to determine various chemical analysis, must be mentally alert, as incumbent is always subject to exposure to extreme heat, and working areas where exposure to dust, smoke, gas and certain chemical fumes are frequent. Must be physically able to climb ladders and cat-walks in the various plants. The incumbent must have a valid Government drivers permit, and be qualified to operate all of the attended and unattended plants.

2

))

ENCLUSURE 151

ion

re f-

an-

res

and

me.

n,

re

fan-

res

ne.

ts.

ign.

ift

S.

ign

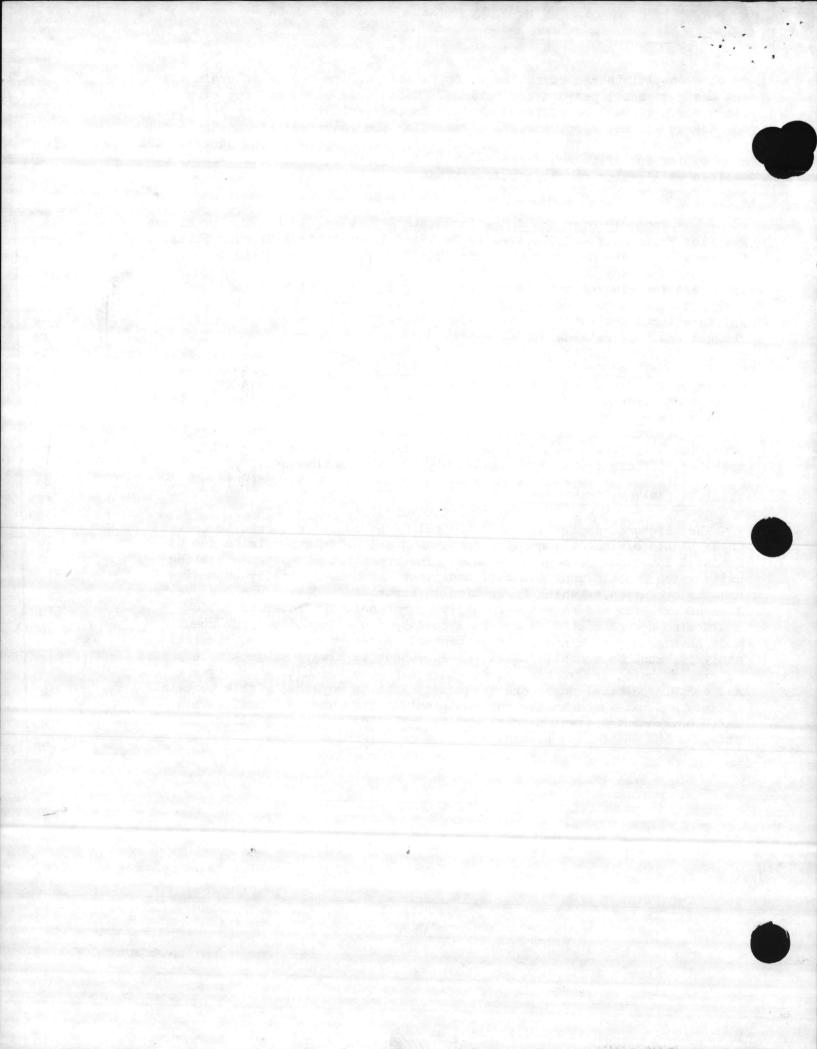
ona

3

ional

2

shift



Recol 5/1/8/2



UNITED STATES MARINE CORPS Marine Corps Base Camp Lejeune, North Carolina 28542-5001

IN REPLY REFER TO: 12511 CPD 29 Apr 86

- From: Commanding General, Marine Corps Base, Camp Lejeune To: Director, Southeast Region, Office of Civilian Personnel Management, Building A-67, Naval Station, Norfolk VA 23511
- Subj: JOB GRADING APPEAL OF BOILER PLANT OPERATOR (LEADERS), STEAM GENERATION SECTION, UTILITIES BRANCH, CAMP LEJEUNE, NORTH CAROLINA

Ref: Telecon with Mr. Ed Voliva of 24 Apr 86

- Encl: (1) Job Description for Boiler Plant Operator Foreman, WS-5402-12, JD# 33-85
 - (2) Job Description for Boiler Plant Operator, WG-5402-11, JD# 71-80
 - (3) Job Description for Boiler Plant Operator, WG-5402-10, JD# 55-80

1. The additional information requested in the reference is provided as enclosures (1) through (3). Enclosure (1) is a copy of the current job description for the supervisor of the appellants. Enclosure (2) is a copy of the current job description for the two relief operators classified as Boiler Plant Operators, WG-11. Enclosure (3) is a copy of the current job description for the Boiler Plant Operators, WG-10.

2. The two employees performing the duties covered by enclosure (2) are relief operators and at any given time may work for any of the six appellants. These jobs work at any of the boiler plants to cover unexpected absences of assigned operators. The operators normally assigned these plants are classified at the WG-9 or 10 level. In addition, the two employees on occasion are required to operate the Central Heating Plant due to the unexpected absence of one of the appellants. The normal grade for operating this plant is WG-11. When the incumbents of this job are not required to operate at one of the outlying plants, they may be assigned to operate the Central Heating Plant, enabling the appellants to visit the job sites of other operators on the shift.

3. Enclosure (3) covers the WG-10 employees normally assigned to each shift lead by the appellants. These employees operate plants with a generating capacity of 100,000 and 120,000 pounds of steam per hour. Two of these employees are assigned each shift lead by the appellants.

4. The number of employees required to man a shift in the unit is 10; however, at a given time it could be as high as 12 due to the fluctuations in leave schedules, use of sick leave, etc. The six appellants are assigned duties that require 4.2 man years to accomplish. Therefore, there are times when two of the appellants are assigned the same shift. When this occurs one of the appellants does not function in a leader capacity but performs special



and all

and a second A second THE STORE STORE STORE

there are a second statement of the second second statement of a second second second second second second second CARLER STORA

> 通过 化合理 机合理

and the second second second and the second 1. 1. 1. 1. 1.

and and a second sec An and a second s

1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 -

n na starten de rélex de relation de la martin Transfer e la la construction de la e se el el ser el se de la ser de la segue de la ser el ser de la ser el se ser el se ser el se ser el se ser e a successive and the large to the

P. C. M. D. M. C. M. D. D. Market C. D. Market D. L. M. Market Strategy and Strateg and approximate and she yes in the end of each of the line of the set revel. Service the "course of a dimension service the "course of a dimension of the dimension of a the dimension of a dimension of dimension of a dimension of dimension of a dimension of the dealer price and gran perdanger on and a set of the left for the set of the and the set of the set

a contract with a course of the contract of a course of a substitute and the product of the state of some state a state and the second state where the second state of the second state of the second state of the se and the second second

construction attacts on the decisity and star and the state on the second and and the state of the Laborate a series of the second second and the second second second second second second second second second s Subj: JOB GRADING APPEAL OF BOILER PLANT OPERATOR (LEADERS), STEAM GENERATION SECTION, UTILITIES BRANCH, CAMP LEJEUNE, NORTH CAROLINA

projects as assigned by the supervisor or acts as a relief operator at any of the manned plants.

5. If additional information is required you may contact Durrel Brown of the Classification Staff on Autovon 484-1532 or FTS 486-1532.

HOSEA HORNE, JR. By direction





F. ADA ON DEED AREN B. OR FOLKDA ALANKA CHARALLA (DOARDED), SIMMA GE EXANTOR FICTADO, FINELER ON CHARALL, MARK DODON AUGURI FULLAR.

project consistent by the chartist of act as a relief of relation of the court plate.

13. το αρίδιξεσμαζι έπαθαεραφισκο στα το στάτημας γου πογ μοσφοία. Ομητροτο Βυσκηγιστρικών Θέπαστιζίαστα στιν Βιδισός ου Αρισογομι σθακιζίδο στημικου 1964. 1932 -

> د مرابع المعطور الا في الأفضية إذا م





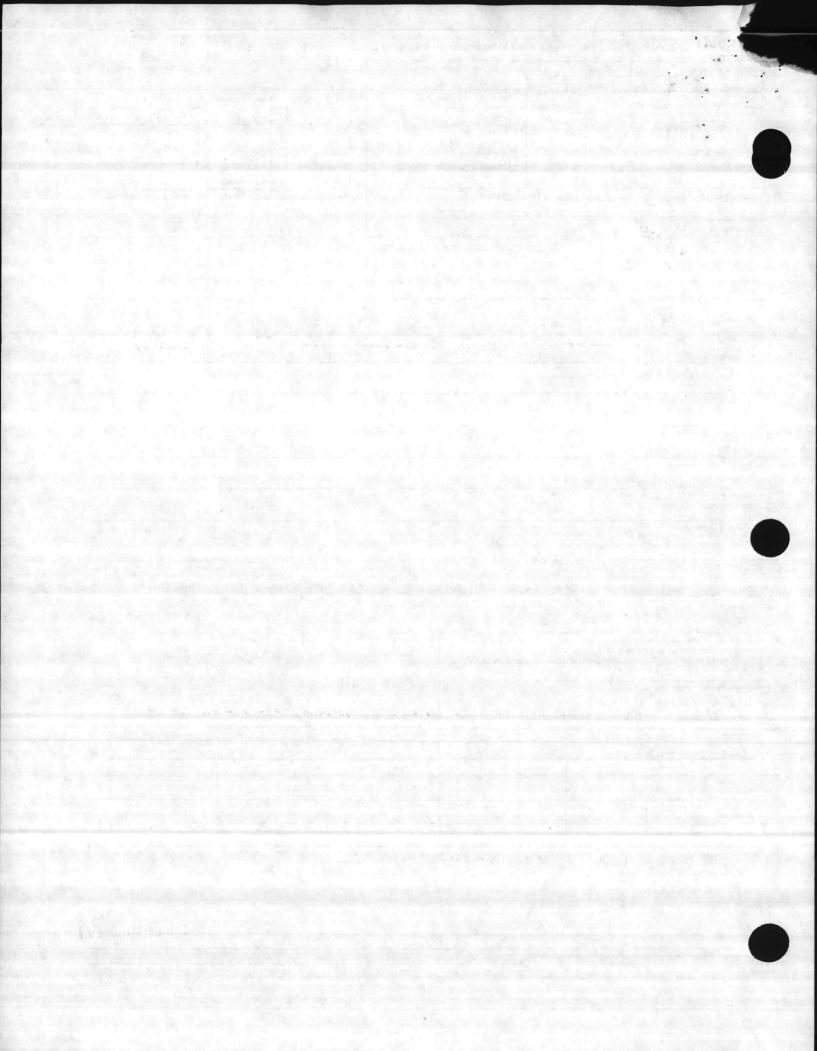
TION	DESC	RIPTION	(Please Rea	d Instructions	on the Ba	skeon		5.8 ° 6.4		-	cy Position No.
ason for Submissi	10 F	3. Service		Employing Office			ty Station				Certification No.
-		Dept'lat		Camp Leie			17 '0 00	senium	1 361 20	- satisfies	n or vebro e
A Redescription		Other	S SALL SALES	Fair Labor Standa		and the second se	and the second se	nancial Stre	t Required		et to IA Action the
Explanation (Show			· · · · [Nonexempt		'es	- No	tes na	Yes	
eplaces	Boiler	Plant Op	erator	0. Position Status	1.2.32	11. P	OSITION IS	12. Sens	itivity	13. Con	petitive Level Cod
-		5402-12	Γ	X Competitive		Xs	uprvsry		cal	1	
0 #25-80		end country app	Artesta Star	Excepted (Specia	w)		lanagerial	Non	critical	14. Age	ncy Use
		and the second second				N	leither	XNon	sensitive	-	an an an an an
lassified/Graded b	1.		Official Title	of Position		Pay P	an Occupati	onet Code	Grade	Initials	Date
Civil Service Commission	and the second second	adji si ci ci ci ci ni Ali biqistari Shirish					1.1.1	• •	ni Ni ta cun se		
. Department, Agency, or Establishment		instant stand a									
. Bureau											
. Field Office	Ba	iles Plan	t Open	ton For	emon	w	540	2	12	æ	2/7/85
. Recommended by Supervisor or									1		
Initiating Office	the second s	lif different from of	ficial title)			17. N	ame of Empl	oyee lif vac	ancy, spec	ify)	
a second second	-1.5/25.4	a special of the North				P	Hmon	m	andres	3	
Depertment, Agenc	y, or Establis	hment	Sec. March	Service 1	c. Third S		1	7			
Marine Co	orps Ba	se, Camp	Lejeune	, NC	Util	ities B	ranch	6. 64	3	5.1	
First Subdivision		- Anton -		1.00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Subdivision	a hele	8 - N	*1	12	
Facilitie		rtment				m Gener	ation	Sectio	on		
. Second Subdivis					e. Fifth Su	bdivision	1				
		e Divisio						12×11×1	· · · · · · · · · · · · · · · · · · ·	Sec. 1	S. 19 19 19 19 19
esponsibilities of i		ccurate description	of the major	duties and	I Signatu	re of Employe	(optional)				
or duties and iships. and that iships. and that is which I am re- Typed Name and SHEPARD	responsibiliti the position sponsible d Title of Imr	ertify that this is a les of this position is necessary to carr This certification is mediate Supervisor ar Plt Gen	and its organ y out Governm made with t	izational rela- nent functions he knowledge	R. E.	and payment constitute vio Name and Title	of public fu lations of si of Higher-Le	nds and to uch statute	hat faise of es or the sor or Man	n misleadi r impleme ager loptio n Bra	nch
Signature	10	A	19980 -	Date	1 Signatur	70 /	1	-		1	Date
AK	Key	and		1-31-85		1/	1/ca	W	Steel and	1	1-31-8
classified/graded a ards published by	the Civil Ser	iffication. I certify Title 5. U.S. Code. vice Commission of the most applicable Taking Action	in conformant	e with stand- ned standards	FLS	None SA: Exer None Lt Statu	npt ¥ exempt		CF SP BO	c _/	Ē
OLIVE S.					Informe	tion for Empl	ves. The st	andards a	nd inform	ation on th	eir application.
Classific	cation	Superinte	ndent		are ava	lable in the p	ersonnel off	ce The c	assificatio	on of the p	iosition may be
Mue S.	Down	ning		Date 2/7/85	tion on		job grading	appeals.	and compl	aints on e	exemption from
Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	i Da	te	Initials	Date
(optionel)							- Louis alt				an a
. Supervisor	0						6.3				
Classifier	#	3-13-85			L_i		1	1		1.	10. 16 10 10 10 10 10 10 10 10 10 10 10 10 10
Remarks *	7PM	Sul 35%-	16 4 -1	7 applies	1113	. ord					

ibilities (see attached) it and a 1015 ription of Major Duties and Respo

5008-105 - 281-526 (6259) 0 2422 : 018 x

6

Optional Form 8 (Revised 8-77) U.S. Civil Service Commission, FPM Chap. 295

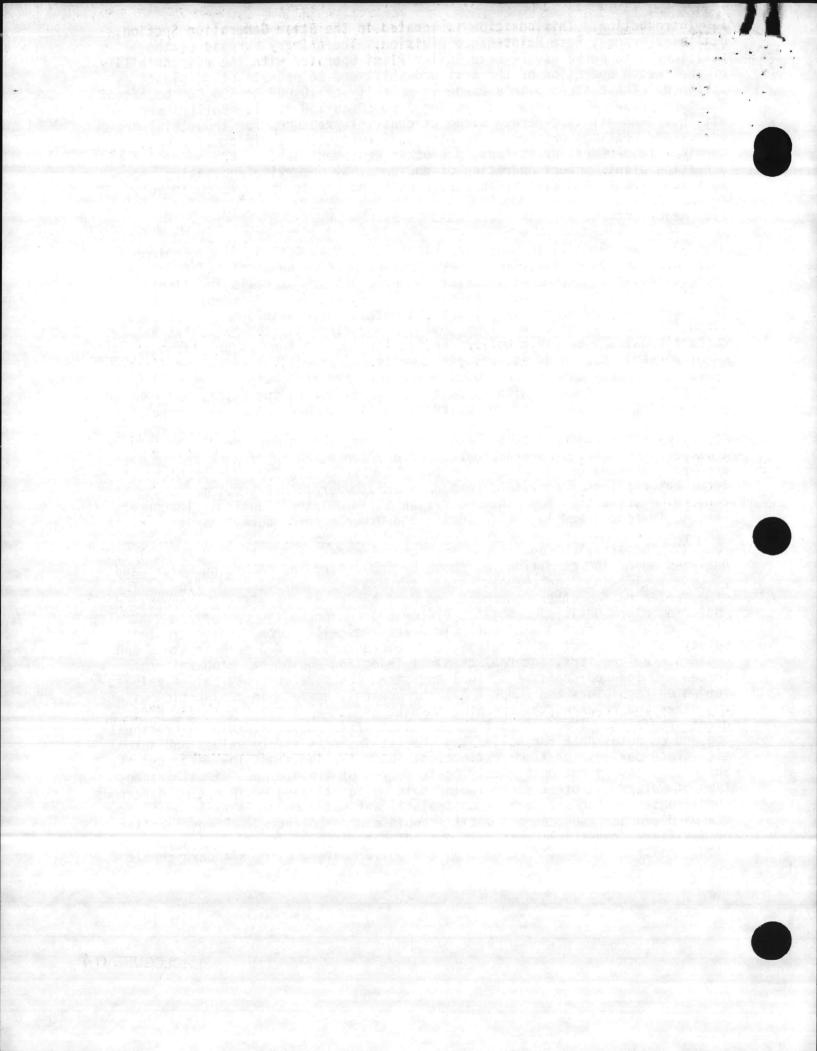


I. Introduction. This position is located in the Steam Generation Section, Utilities Branch, Base Maintenance Division. The primary purpose of the position is to serve as the Lead Boiler Plant Operator with the responsibility of the smooth operation of the assigned shift and to operate steam plants as assigned. These steam plants range in capacity of 10,000 to 500,000 pounds of steam per hour, with pressures ranging from 50 to 150 P.S.I. Boilers are fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Check operation of equipment by observing and making necessary adjustments and assists in maintenance and repair on above equipment.

II. Major Duties.

A. Leads from 11 to 14 Boiler Plant Operators, Coal Handling Equipment Operators, and other lower level personnel by passing on instructions received from supervisor. Incumbent transfers other operators or calls in relief operators to cover unexpected absences on shift and assigns immediate tasks to be performed by operators. Incumbent obtains needed information on decisions from supervisor on problems that occur during shifts. Maintains a current knowledge of steam boilers and equipment, and answers questions of other workers on procedures, policies, written instructions and other direc-Incumbent assures that other operators are kept busy. This will be tives. accomplished by checking with operators by phone during the shift, and near the end of the shift to insure supervisor's instructions on work sequences, procedures, methods and deadlines have been met. Incumbent advises operators to follow instructions received from supervisors and to meet deadlines. Reports to supervisors on status and progress of operators, cause of work delays, and answers questions of supervisors on overall shift operations and problems. Incumbent notifies supervisory personnel about operational problems during shift concerning areas that need the supervisor's immediate attention. Incumbent keeps time cards and log of incidents and other records during assigned shift.

B. For efficient operation, incumbent lights off and shuts down boilers. Analyzes operating conditions as shown by indicating and recording meters and gauges, reflecting load changes, steam temperatures and pressure, flow of fuel, steam and air, and other controls. Adjusts equipment for efficient operation, including alarm devices, automatic electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicators, air safety switches, protective relays, air compressors, feedwater deaerators and heaters, fuel heaters, internal chemical injection equipment, stop valves, forced and induced draft fans, fuel and steam pressure control, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets; inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boiler or auxiliary from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up and boiler water, using standard chemical



tests. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boiler and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, auxiliaries, and all related equipment.

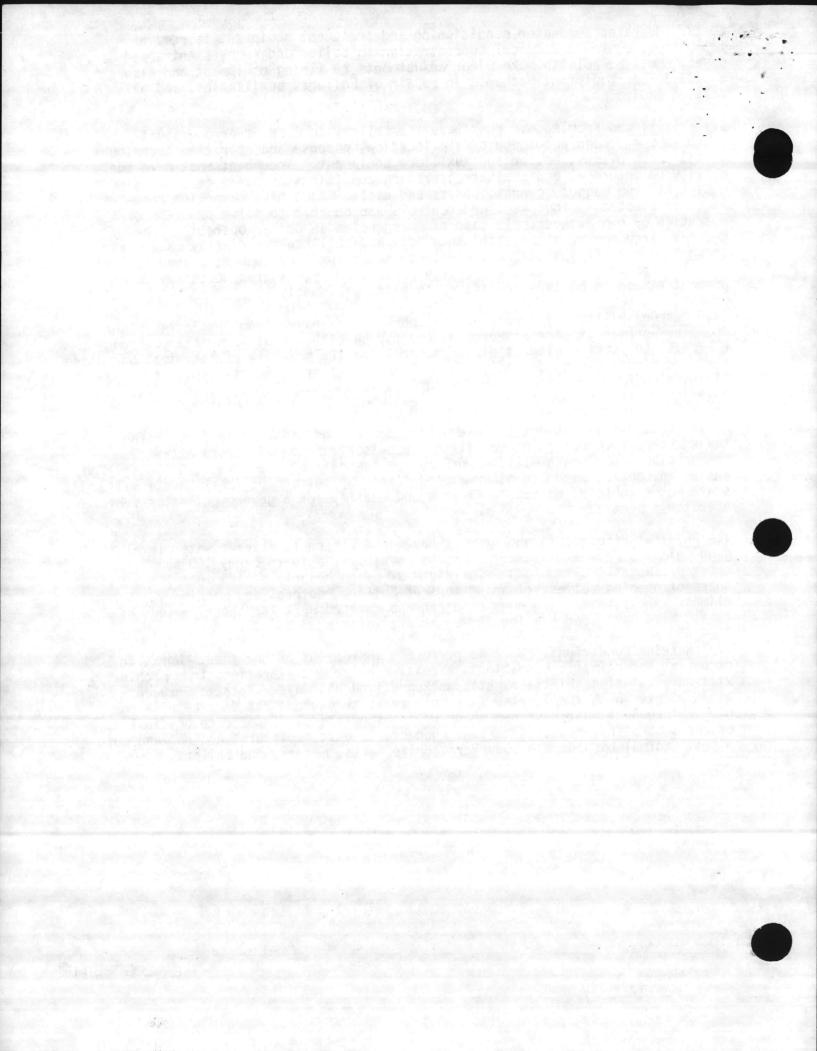
III: <u>Skill and Knowledge</u>. Must have the ability to lead other operators and have a thorough knowledge of the location, purpose and operating techniques of all steam plants, boiler and auxiliary equipment. Incumbent must have the ability to interpret and evaluate operating conditions of steam generating equipment from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls, and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skill to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers, and take all safety precautionary measures necessary to prevent damage to boilers and injury to plant personnel.

IV. <u>Responsibility</u>. Instructions are normally received from the Boiler Plant Operator Foreman or General Foreman, and may be either oral or written. Incumbent will be working without direct supervision the majority of the time, operating and directing lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision. Must be able to make on the spot decisions during critical situations and use good judgement as problems arise by either taking corrective action or recalling supervisory personnel during extreme emergencies. Incumbent will be working the majority of the time at Building 1700, and be in contact with the other manned plants by telephone. Must have a valid state motor vehicle operator's license and qualify for a government motor vehicle operator's permit.

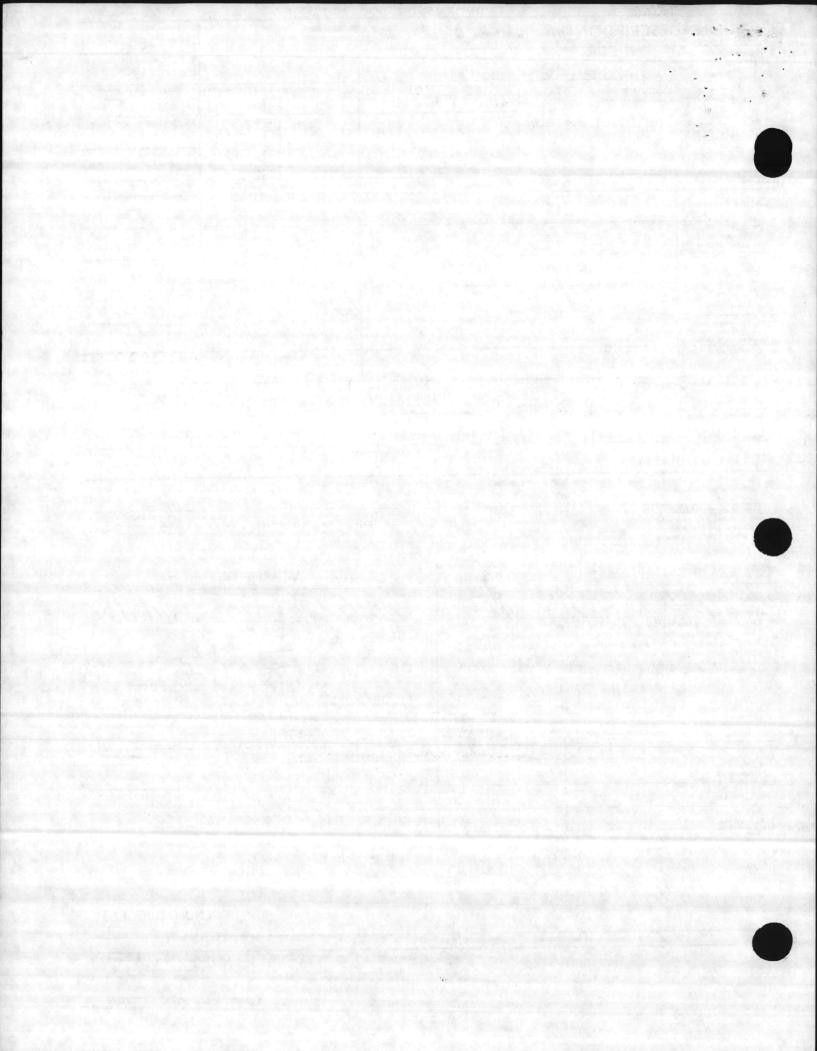
V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 125 feet for purposes of opening valves, cleaning tops of boilers, motors, and machinery. Stoops, climbs, kneels, sits, and does strained and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have own means of transportation. Exposed to possibility of burns, bruises, cuts, electrical conductors, dust, moisture, and hot and cold pipes. Normal hazards are conveyors, drive belts, motors, and boilers.

ENCLOSURE 111



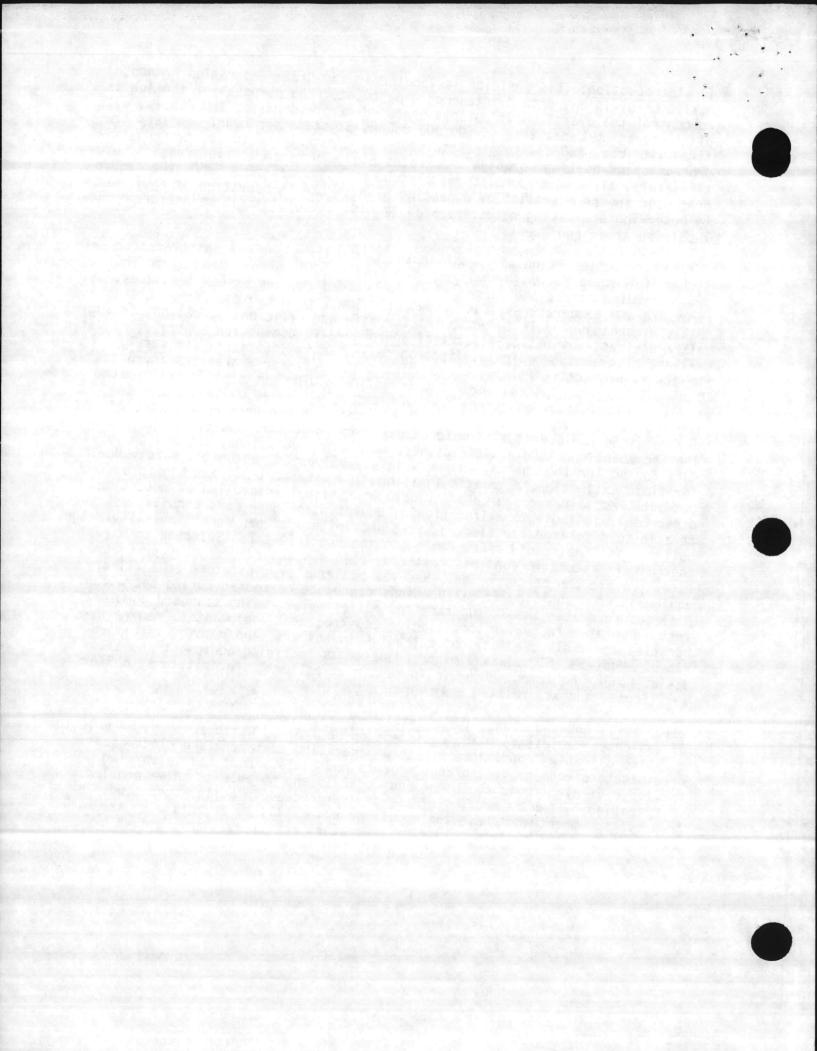
STON	DESCRIP	TION in	ease Read Instruction	MANCE S	a." Section	AH:	in the second			mcy Position	CE No.
Passon for Submission							conocí lo	. Shind	w Gai	1-80	tand-
The second s	States and states		4. Employing Offic	1365	Que parter de		h ch shipe		a care	Certification	No.
Redescription Reestattishmer	25 - W	M. C. L. C.	Field Camp Leje	une. N.C		loyment/Fin				H Dat .	(
Explanation (Show	ny positions repla	ced)		Nonexempt	Ye		No	it riequire		ject to IA Ac	
Replaces. B	oiler Pla	nt Opera			11. Pos		12. Sens	itivity	13. Ce	mpetitive Lev	No
WG-5402-11	an a dama	and opene	X Competitive		Пял	orvery	Criti	cal	14		
D 50-77	and a start of a		Excepted (Spec	ify)		nagerial		critical	14. Ag	ency Use	
Classified/Graded by	Law part			279	X Nei	-		sensitive	ŀ		
	10 24 Mg	Offic	ial Title of Position	and the second	Pay Plan	Occupatio	nal Code	Grade	Initials	Date	
a. Civil Service Commission	dia da se a se a se a se a	and and				a starting			1	1.11	
b. Department, Agency, or Establishment	n an an National States	an a	. v			and a grade				1.1.1	<u> </u>
c. Bureau		1.4.12			1.12		1			1	- Anna
	0-1	na 16	n +					<u> 1997 (8</u> 77) 1977 (877)			
d. Field Office e. Recommended	Boiler	Plant C	perator		WG	540	2	11	NB	DEC 1	0 198
by Supervisor or Initiating Office		Star and Star			1		C int		1.4.1.	Sec.	See 1
Organizational Title o	Position (if differ	rent from official	title)		17. Nam	e of Employ	ree (if vaca	incy, speci	fy)		
Department A	er Frenderich										
Department, Agency,				c. Third Subdi	vision Genera	tion	Ranc	h		April 1	
Marine Corp a. First Subdivision	os Base,	Camp Lej	eune, N.C.	d. Fourth Sub			branc	n		and a second	10
Base Mainte	nance De	partment			ALAISION .						
b. Second Subdivision	1.	and the second second		e. Fifth Subdiv	ision						1000
						A			(19 ⁸)	J	ing the
Employee Review. The esponsibilities of my	osition.	description of th	e major duties and	Signature of	Employee (o	ptional)				2	100
in a for outlies and res ionships, and that the which I am respo . Typed Name and Ti	tle of Immediate	is position and i sary to carry out tification is mad Supervisor	urate statement of the ts organizational rela- Government functions e with the knowledge ator Foreman	b. Typed Name	payment of titute violati	public fund ons of suci Higher-Leve	ls, and the h statutes	or or Mana	ger (optio		te
Signature 7			IDate	I Signature							-
en il i	O Kla	no. 1	10-30-80		115	1.00				Date 11/4/	0-
Classification/Job Gra	ding Certification.	I certify that t	his position has been	22. Standards	Jsed in Classif	ying/Gradin	g Position		- 1	1171	e 0
classified/graded as re ards published by the apply directly, consist Typed Name and Title	Civil Service Con ently with the mo	nmission or, if no st applicable pub	nublished standards	22. Standards (FLSA: Unit S	Nonexen tatus Z	pt ¥	J-	SPC	G		
OLIVE S.			ng	Information	or Employee	70 s. The stan	dards and	BOC	ion on th	eir applicatio	
<u>Classifi</u>	cation	Supt.		reviewed an	t corrected b	onnel office	. The cla v or the Ci	ssification	of the p	osition may t	be a
Ollin .	F Day	ining	Dete DEC 1 0	tion on class	ification/job ilable from th	grading ap	peals, an	d compla	ints on e	xemption fro	m
	Contract of the second s		itials Date	-	Date	Initials	Date			0.1	
. Employee (optional)		0					Date		itials	Date	
1. 1. N. 4. 1		2. 1922									<u></u>
b. Supervisor							al de				
Remarks							e fores	1.10	1100	der stol	al market
	CNAVIN ition r	erewel Esmine	8.7А: 1 + 0 ргори .	* 4F	M Bul	551-16	4 -1	7 ap	plies	11/13/8	5. ord
1 11	1/8/ 000	5.						تر	NCIO	SUDE /	
Po clu 9/1. scription of Major D								Ē	NCLO	SURE (21



I. <u>Introduction</u>. This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. The purpose for the job is to control the operation of boilers operated at pressures of 150 P.S.I., with plant operating capacities of 500,000 pounds of steam per hour. Boilers are fired with coal and oil to generate steam at constant pressures for industrial processes and heating purposes. Operates equipment such as electrostatic precipitators, air compressors, chemical feed pumps, draft fans, and other equipment used in the operation of a heating plant. Checks operation of equipment by observing and making necessary adjustments, and assists in maintenance and repair on above equipment.

II. Major Duties. Lights off and shuts down boilers and precipitators for safe and efficient operation. Analyzes operating conditions as shown by indicating and recording meters and gauges affected by load changes, steam pressures, oil pressure and temperatures, fuel flow, air flow, and other controls. Checks and makes minor adjustments to equipment for safe and efficient operation, including alarm devices, automatic, electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicator, air safety switches, protective relays, air compressors, feedwater deareators and heaters, fuel oil heaters, internal chemical injection equipment, stop valves, forced and I. D. fans, fuel and steam pressure controls, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and requires the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets, inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut out. Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Must be able to discharge the electrostatic precipitators when conditions within the boiler exist that could cause damage to the precipitator. Switches to manual controls if automatic controls fail and follows standard emergency procedures until trouble can be corrected. Removes boilers, precipitators or auxiliary equipment from the line if malfunctions cannot be corrected during operation. Analyzes feedwater in make-up tank and boiler water, using standard chemical test. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boilers, and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, precipitators, boiler auxiliaries and all related equipment.

III. <u>Skill and Knowledge</u>. Incumbent is normally responsible for the operation of boilers, precipitators and equipment on designated watch and must be able to evaluate operating conditions of steam generating equipment and electrostatic precipitators from gauges, graphs, charts and dials. Must have a working knowledge of electronic equipment and controls and be able to solve problems of operation by own methods. In case of emergencies in boiler operating proocdures, incumbent must have the knowledge and skills to immediately make changes in control systems; close valves, start auxiliary pumps, change or



THENT O THE MARCH TO PREPARE AND CONTRACTOR

Ratio

SHEAT I OF

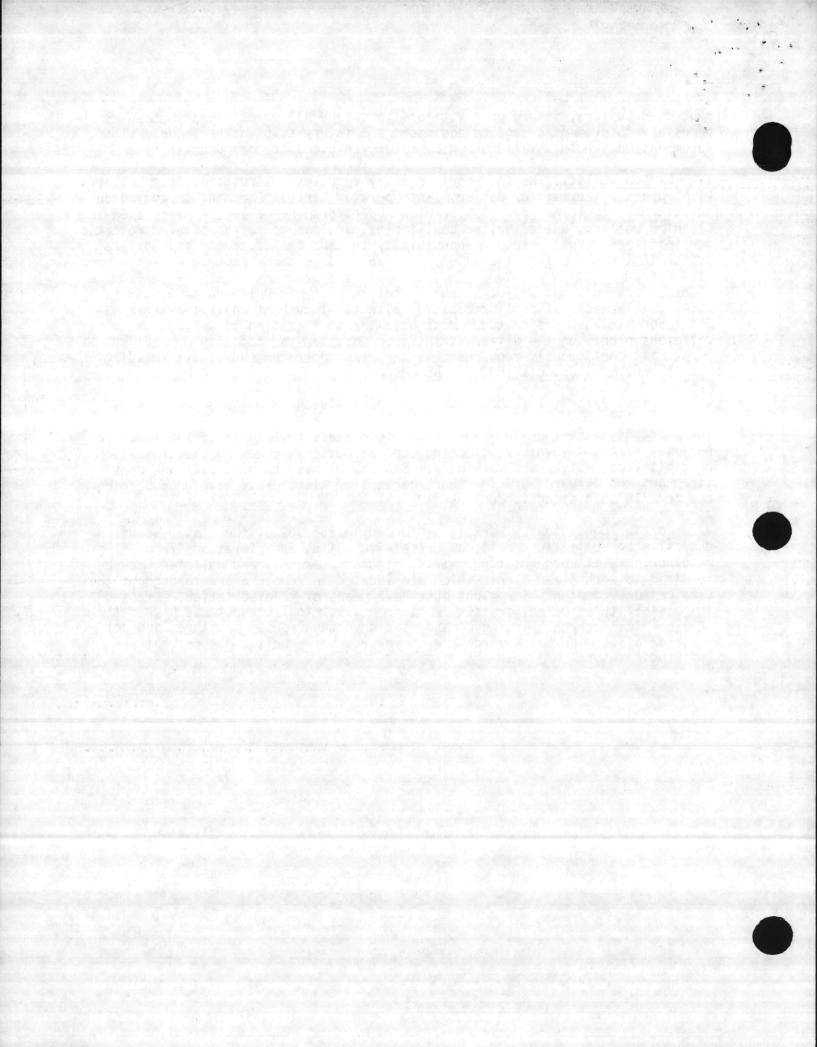
shut down boilers, secure precipitators, and take all precautionary measures necessary to prevent damage to equipment and injury to plant personnel. The incumbent must hold a valid U.S.M.C. motor vehicle operators permit.

IV. <u>Responsibility</u>. The incumbent normally receives instructions from Boiler Plant Operator Foreman or Boiler Plant Operator General Foreman, depending on shift. Directs lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, use of boiler auxiliaries, and the operation of electrostatic precipitators. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision from shift supervisor. Incumbent works approximately 80% of the time on nights, weekends, and holidays, on a rotating shift at Building 1700, and occasionally works at smaller capacity plants. Incumbent pulls leave for WS-9 Shift Foreman when designated. Must have means of getting to work at the different plants on the different shifts. Location and capacity of heating plant that continuously requires a Boiler Plant Operator, WG-11 is: Building 1700 (5 boilers) capacity 500,000 pounds per hour.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 130 feet for purposes of opening valves, cleaning tops of boilers, checking electrostatic precipitators, motors and machinery. Stoops, climbs, kneels, sits and does strenuous and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed inside 90% of the time. Works in excessive hot climatic conditions, excessive noise, and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays, may be required to work steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have means of transportation. Exposed to possibility of burns, bruises, cuts from electrical conductors, high voltage DC electrical current, arcing DC and static voltage, dust, moisture, and hot and cold pipes. Normal hazards are conveyors, drive belts, motors, boilers and precipitators.

2



OTE	12430/9 (1: -50) S/N 0104-LF-924-3045	9D 71-80 SHEET 1 of 1	
	2. Remo e instruction sheet before distribution.	Distribution: (a) Civilian Pers	son
APE	NAME (last, first, middle initial)	OFFICIAL POSITION TITLE	-
RGAN	IZATION T TLE AND CODE	BOILER PLANT OPERATOR	
TILI	TIES BRANCH MAINTENANCE DIVISION	DUTY STATION AND ADDRESS	
N	COLUMN A .	COLUMN B	_
M	PERFORMANCE ELEMENT		
BER	(List performance elements below. Designate critical elements by entering "C" in the bracket below element no.)	PERFORMANCE STANDARDS (Indicate level, i.e., marginal, highly satisfactory, etc.)	
	Operates assigned steam generating plant.	Highly Satisfactory: Operates steam plant in a manner that insures operating procedures meet designed plant efficiency with 2-3 oper- ational discrepancies during a rating period. Exceptions are granted for equipment failures that are not the fault of the operator. <u>Marginal Standard: Operates steam plant in</u> a manner that insures operating procedures meet designed plant efficiency with 6-7 operational discrepancies during a rating period. Exceptions are granted for equip- ment failures that are not the fault of the operator.	
	Performs Laboratory Analyses.	Highly Satisfactory: Collects, performs, and records assorted chemical analyses of softener, boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 1 variance in 20 shifts.	-
		Marginal Standard: Collects, performs and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 4 variances in 20 shifts Continue on Reverse	

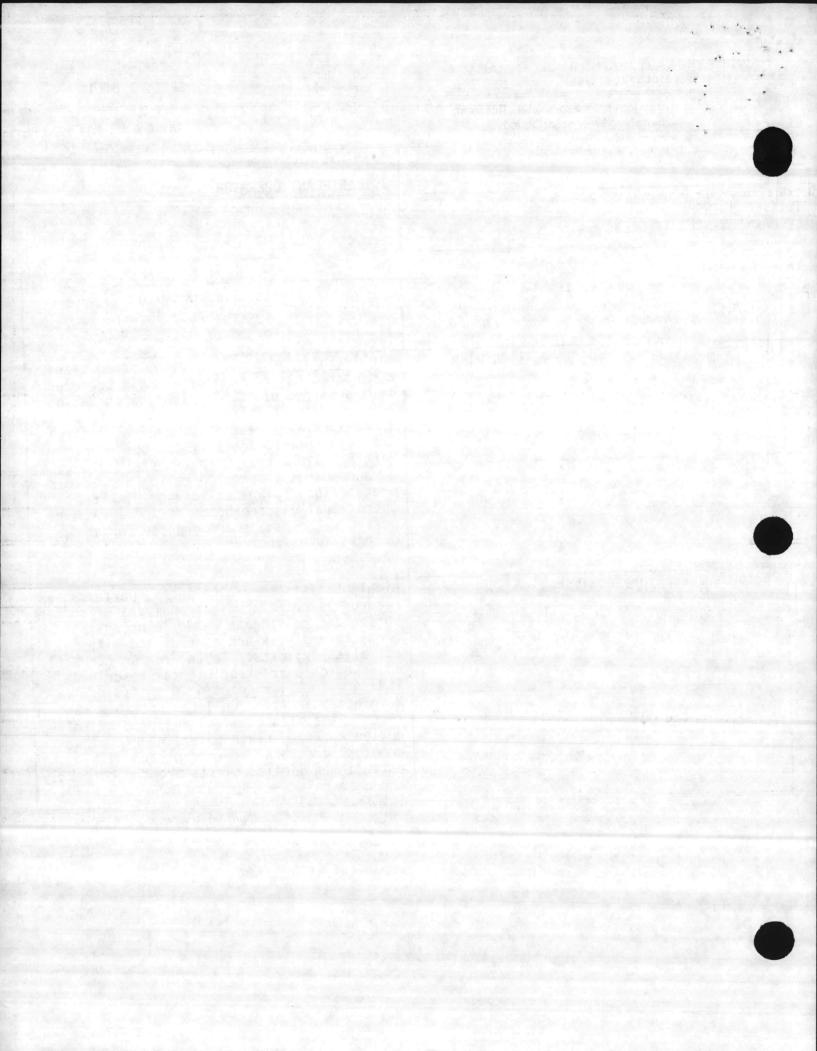
 $\sum_{i=1}^{n}$

1.1

\$::-•}

A. S. Walk

•••



TMENT OF THE NAVY PERFORMANCE APPRAISAL

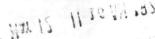
.

EL COLUMN A	COLUMN B	
PERFORMANCE ELEMENT	PERFORMANCE STANDARDS	
c ssists in developing lower grade boiler plant c	Highly Satisfactory: Directs lower grade boiler plant operators in the correct pro- cedure of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 95-97% of designed plant eff- iciency. Marginal Standard: Directs lower grade	
	boiler plant operators in the correct proce- dures of fueling, firing, steaming, use of auxiliaries and cleaning of boilers while maintaining 90-92% of designed plant eff- iciency.	
7	j 🖛 J	-
	÷. ÷. •. •+	
		_
AT PERIOD	то:	

Your signature indicates that a particular step has been completed and understood. Date your signature. CERTIFICATION:

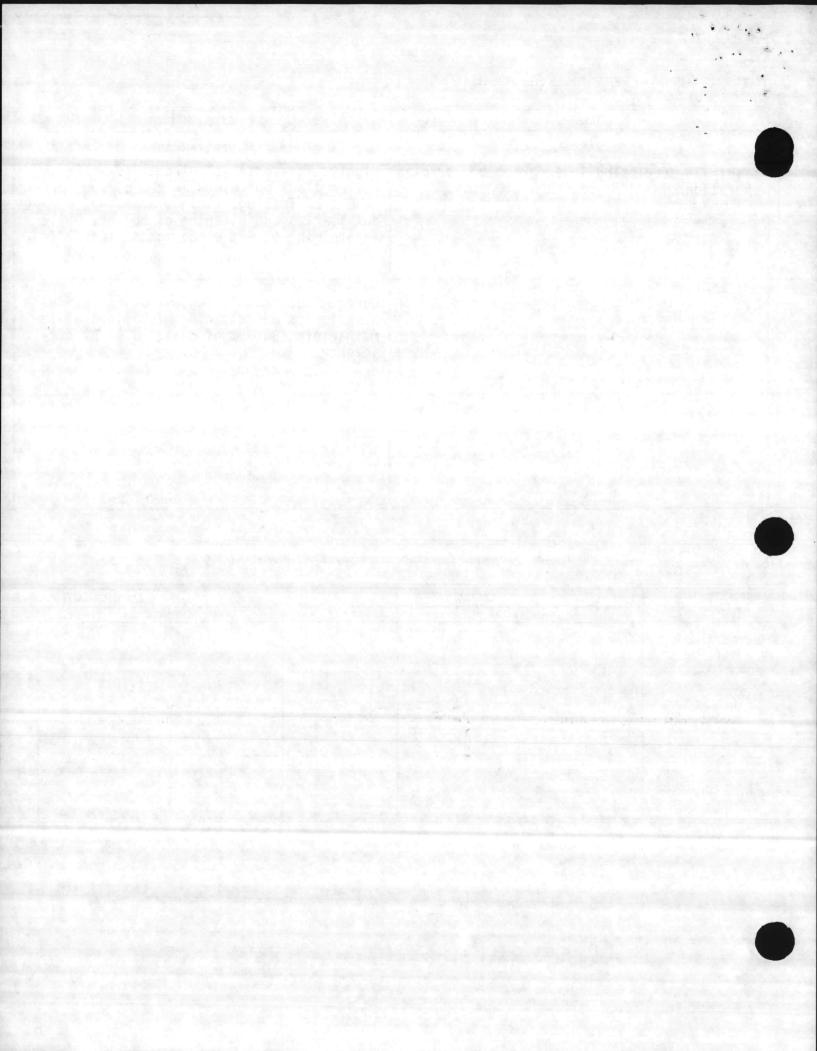
APPRAISAL	EMPLOYEE		SUPERVISOR	19 A.
31 STAGES	SIGNATURE	DATE	SIGNATURE	
ELEMENTS/L TANDARDS SE T				
PROGRESS REVIEW(S)				
ANNUAL PEF FORMANCE APPR/ ISAL	and the second second			





\$1

;



NAVE CONVERSION TO SCPDS

DATE (SSUED: 1 2 84 JD# 71-80 10 Dec 1980

1000

TARGET OF LE LARGET SERIES

NACHIS SITE

JOB EVALUATION STATEMENT

I. Introduction: This job, located in the Steam Generation Unit, Utilities Branch, Base Maintenance, is responsible for the operation of one or more high pressure boilers requiring continuous attention. The primary assignment of employees covered by this description is the operation of boilers at the Central Heating Plant. This plant has a generating capacity of 500,000 pounds per hour.

II. Series and Title: Firing or operation of one or more automatic or hand-fired, high or low pressure boilers to produce steam or hot water to provide heat for buildings and for use of the operations of institutional facilities and equipment is covered by the Boiler Plant Operator Series, WG-5402. The authorized title for jobs in plants requiring continuous operator attention is Boiler Plant Operator.

III. Grade: The job description indicates that employees covered by this job description will primarily operate boiler plant with generation capacity of 500,000 pounds per hour, the primary assignment being at the Central Heating Plant. For a portion of the time some of the employees will operate plants of less than 500,000 generating capacity. At all times employees covered by this descrip-tion will be selected to act as reliefs at the three largest and more complex plants, i.e., Camp Geiger, MCAS(H) and Central Heating Plants. The employees covered by this JD are highly skilled and perform all plant operations and preventive maintenance tasks without reference to the immediate supervisor. Though a supervisor is on-board during each shift, he is normally not available in the plant, for advice and/or assistance. Most of the supervisor's time is spent traveling from plant to plant or troubleshooting at a plant not requiring continuous attention. By reference to the Job Grading Standard for the WG-5402 Series, the generating capacity for the Central Heating Plant of 500,000 pounds per hour is considered to "Substantially" exceed the criteria for WG-10, i.e., 100,000 or more pounds per hour. With reference to the Navy's Supplementary Job Grading Standard for Boiler Plant Operator, WG-5402, this job equates to the WG-11 level (500,000 pounds per hour).

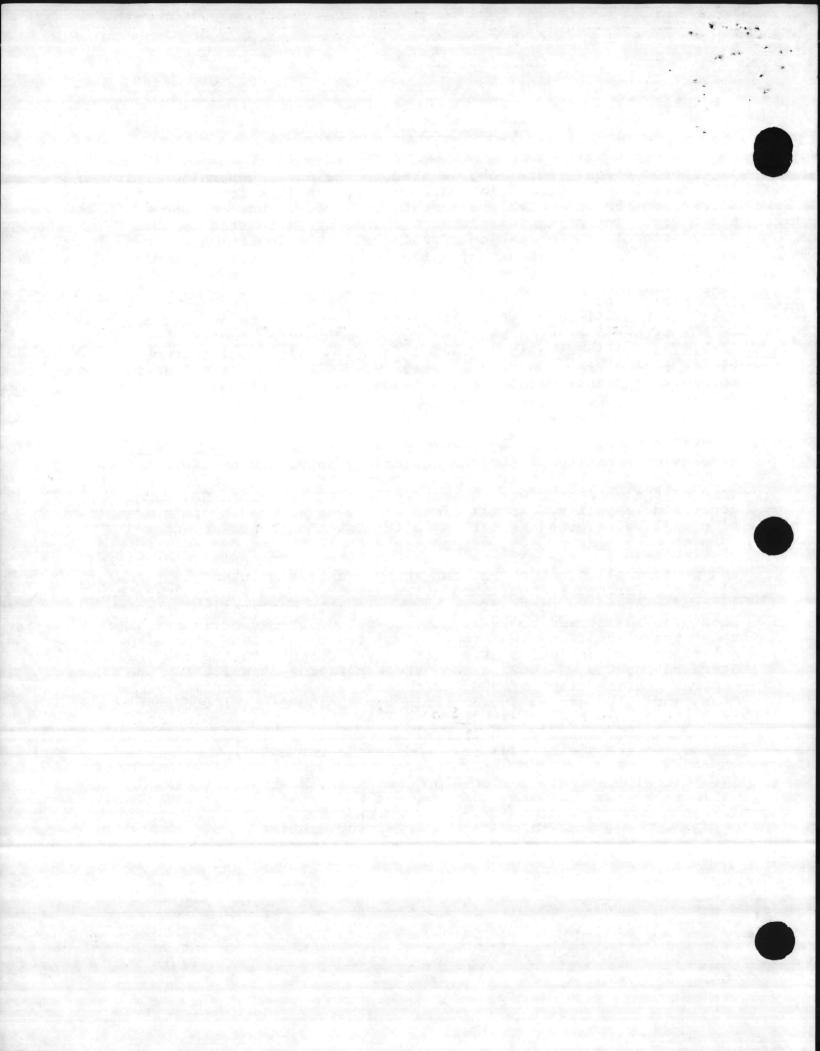
IV. Classification: Boiler Plant Operator, WG-5402-11.

(100)

RD SKILL

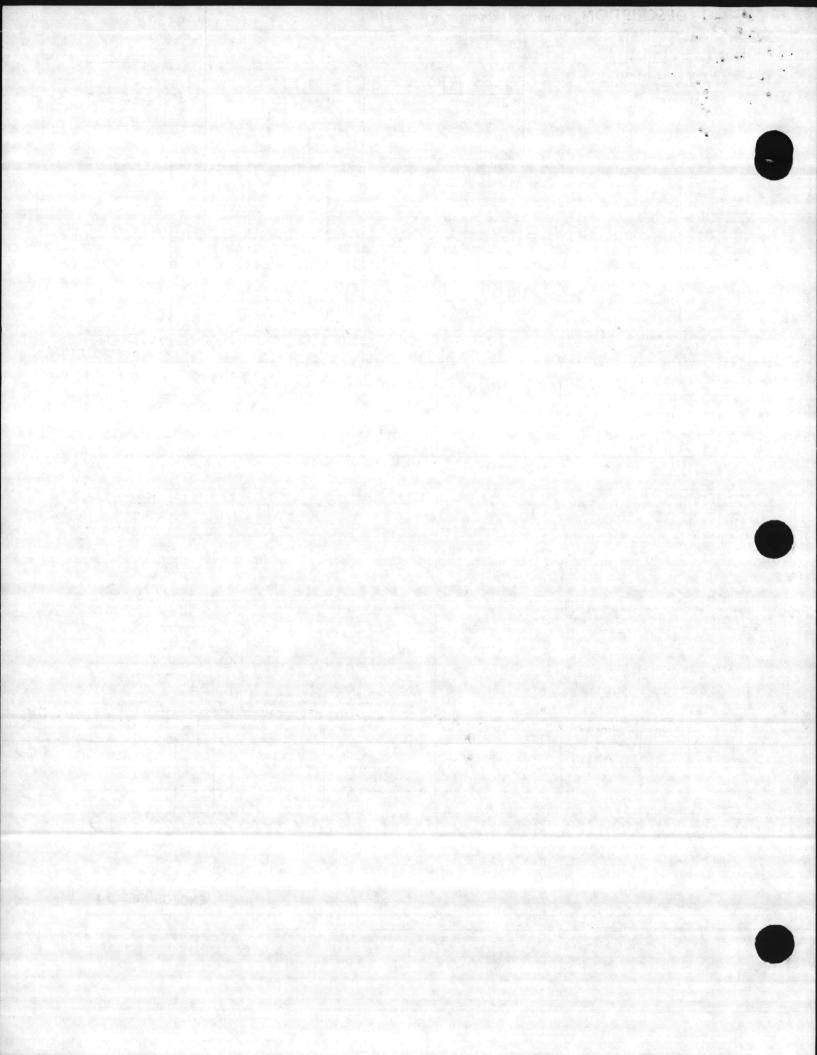
The state

Tour DURREL T. BROWN



2. Reaton Tor Submist	A HELA H	3. Service	tight is cr	4. Employing Office	e Location	5. Duty	Station	10140-00	USUIS !!	6. CSC	Certification No	2
- FT Stot STAN	VEL CAN	EA Dept	Field	Comp Loio	1365	SECTOR OF	ALL THE STAR			fursice of	104601 01 1	
Hedescriptio	1. 13	15 Franklinger	Land r lend	7. Fair Labor Stand			oyment/Fina				ect to IA Action	
Explanation (Sho)		Sther Called	11 1916	Exempt X	Nonexempt	Yes	1.0000	No	er i Startin (TYe	and the second	No
	an a	04 1326 - S		10. Position Status	Treasurempt	11. Posi		12. Sent	itivity		mpetitive Level (
1 18 18 1	Sec. 1		and a	X		h					n beiden bergenter	
A State of the second sec	With the second		100 C	Competitive			rvsry	Crit		14 40	ency Use	
	and a second			Excepted (Spec	ify)	V	agerial		critical	14. 19	ency use	
assified/Graded b	~		Official Title	e of Position		A Neit	Occupation		Grade	Initials	Date	
a. Civil Service Commission	Server 1	Sec. March					States and			1		
b. Department, Agency, or Establishment			1								A.,	-
c. Bureau						e nar						
d. Field Office	Boy	les Plan	+ Ope	nator		WG	54	02	10	NR	DEC 0	4 198
e. Recommended		2011000								100	and the set of	
by Supervisor of Initiating Office		and the second					1.2 . 1.1 .	- Aller				
16. Organizational Titl	The second s	lif different from off	licial title)	and part for the		17. Nam	ne of Employ	ee (if vac	ancy, spec	ify)	and the second	Constanting of
	Sec. Come	and sold in solar of						1				-
18. Department, Agend	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		a maintaine		c. Third Subdiv							
Marine Cor	ps Base	e, Camp Le	jeune	, N.C.	Steam	Genera	tion E	Branc	h			
a. First Subdivisio			19		d. Fourth Subd	ivision	24	1	a tra	1143	and the second	
Base Maint		Departmen	t			<u> </u>			1	Sec. 1	2 <u>5</u> 5	
b. Second Subdivis					e. Fifth Subdivi	ision						
Utilities				1.1		20.50		×	E Print			
					1							
major duties and tionships, and that	my position. Ication. I co responsibiliti t the position	ertify that this is an les of this position a is necessary to carry	accurate s and its orga y out Govern	tatement of the anizational rela- nment functions	ment and may const	nformation payment of	is to be used f public fund	ts, and t	hat false o	or mislead	ting to appoint- ding statements nenting regula-	
responsibilities of Supervisory Certifi major duties and tionships, and tha for which I am ree Typed Name an	my position. Iteation. I ce responsibiliti the position asponsible. ad Title of Imm	ertify that this is an ies of this position i	accurate s and its orga y out Govern made with	tatement of the anizational rela- nment functions the knowledge GenFore	that this ii ment and may const tions. b. Typed Name	nformation payment of titute violat	is to be used f public fund tions of suc f Higher-Leve	ds, and t th statut	hat false of es or the	or mislead ir implen ager (option lanage	ding statements nenting regula- onal)	
responsibilities of Supervisory Certifi major duties and tionships, and tha for which I am ree Typed Name an	my position. Iteation. I ce responsibiliti the position asponsible. ad Title of Imm	ertify that this is an ies of this position is necessary to carry This certification is mediate Supervisor	accurate s and its orga y out Govern made with	anizational rela- nizational rela- nment functions the knowledge	that this in ment and may const tions. b. Typed Name B. W. El Signature	nformation payment of titute violat and Title of LSTON	is to be used f public func- tions of suc- f Higher-Leve Mair blog	ds. and t th statut Supervi	hat faise c es or the sor or Man	or mislead ir implen ager (option lanage	ding statements nenting regula- onal) er	
responsibilities of Supervisory Certif major duties and tionships, and that for which I am ree Typed Name and D. L. SOUTH Signature Classification/Job classification/Job classified/graded ards published by	my position. I ce responsibilit the position rsponsible. d Title of Imr ERLAND Grading Cert as required by the Civil Seministently with	ertily that this is an ess of this position is is necessary to carry this certification is mediate Supervisor BoilerPl BoilerPl Inteation. I certify for title 5, U. S. Code, vice Commission or, the most applicable	that this population	CenFore Date 11/-5-80 sition has been ince with stand- ished standards	that this ii ment and may const tions. b. Typed Name B. W. El Signature 22. Standards U FLSA :	and Title of LSTON Jeed in Class Exempt Nonexe	is to be used t public func- tions of suc Higher-Leve Mair Loop itying/Gradi t empt *	ds, and the statut	hat faise c es or the sor or Man	anager (option	ding statements nenting regula- onal) er	
responsibilities of Supervisory Certif major duties and tionships, and that for which 1 am re Typed Name and L. SOUTH Signature 21. Classification/Job classified/graded ards published by apply directly, con	my position. Incation. I cer responsibilit it the position rsponsible. Ind Title of Imm ERLAND Grading Cert as required by the Civil Ser insistently with Title of Officia	ertily that this is an is of this position is is necessary to carry this certification is mediate Supervisor BoilerPl Milcation. I certify to title 5, U. S. Code, vice Commission or, the most applicable al Taking Action	that this pool in conformation in conformation in conformation in published	CenFore Date 11/-5-80 sition has been ince with stand- ished standards	that this in ment and may consu- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA: Unit S	and Title of LSTON Exempt Nonexe Status	is to be used t public func- tions of suc f Higher-Leve Mair bitying/Gradi t empt x 20/0	ds. and the statut	n CFI SPC BOC	ager (option	ding statements nenting regula- onal) er	 20
responsibilities of Supervisory Certif major duties and tor which I am re Typed Name and L. SOUTH Signature 21. Classification/Job classified/graded ards published by apply directly.com	my position. Incation. 1 cer responsibilit it the position responsible. Ind Title of Imm ERLAND Grading Cert as required by The Civil Set Title of Officia DOWNI	ertily that this is an ies of this position is necessary to carry This certification is mediate Supervisor BoilerPl Mileation. I certify to Title 5, U. S. Code, rvice Commission or, the most applicable at Taking Action NG, Acti	that this pool in conformation in conformation in conformation in published	Can Fore Date 11-5-80 sition has been site data data data site data data data site data data data site data data data site data data data site data data data site data data data site data data site data data data site data data site data data data site data data data site data data data data data data data da	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA: Unit S Information are available	and Title of and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per	is to be used to public func- tions of suc- thigher-Leve Mair bitying/Gradii t empt * concert sonnel offic	ds, and the statut statut statut tena ng Position ng Position dards, a e. The o	natifies of the sor or Man nce M CFI SPC BOC	ager (optimination of the of t	ding statements nenting regula- onal) er 11/6/8	 30
responsibilities of a Supervisory Certif major duties and tionships, and that for which I am re Typed Name and L. SOUTH Signature 21. Classification/Job classificat/graded ards published by apply directly, con Typed Name and OLIVE S.	my position. Incation. 1 cer responsibilit it the position responsible. Ind Title of Imm ERLAND Grading Cert as required by The Civil Set Title of Officia DOWNI	ertily that this is an ies of this position is necessary to carry This certification is mediate Supervisor BoilerPl Mileation. I certify to Title 5, U. S. Code, rvice Commission or, the most applicable at Taking Action NG, Acti	that this pool in conformation in conformation in conformation in published	Tatement of the anizational rela- nment functions the knowledge GenFore Date 1//-5-80 sition has been ance with stand- ished standards standards.	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA: Unit S Information are available reviewed an	and Title of and Title of LSTON Used in Class Exempt Nonexe Status tor Employe in the per	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Ma	ts, and the statut statut supervision tend ong Position ong Position dards, a e. The c cy or the	hat faise of es or the sor or Man <u>nCE M</u> On CFI SPC BOC BOC	ager (optimination of the international of the inte	ding statements nenting regula- onal) er Date 7 11/6/6	 30
responsibilities of a supervisory Certif major duties and tionships, and tha for which I am re Typed Name an I. SUUTH Signature 21. Classification/Job classification/Job classification/Job classification/Job classification/Job classification/Job classification/Job CLIVE S. Classification/	my position. Incation. I ce responsibilit it the position possibilit the position possible. d Title of Imm ERLAND Grading Cert as required by the Civil Ser nsistently with Title of Official DOWNI cation	ertily that this is an ies of this position is necessary to carry This certification is mediate Supervisor BoilerPl Mileation. I certify to Title 5, U. S. Code, rvice Commission or, the most applicable at Taking Action NG, Acti	that this pool in conformation in conformation in conformation in published	CenFore Date 11/-5-80 Sition has been ance with stand- ished standards standards.	that this in ment and may consu- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA: Unit S Information are available reviewed am	and Title of and Title of LSTON Used in Class Exempt Nonexe Status tor Employe in the per	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Ma	ts, and the statut statut supervision tend ong Position ong Position dards, a e. The c cy or the	hat faise of es or the sor or Man <u>nCE M</u> On CFI SPC BOC BOC	ager (optimination of the international of the inte	ding statements nenting regula- onal) er Date ////////////////////////////////////	 30
responsibilities of Supervisory Certifi major duties and tionships, and tha for which are re- Typed Name and Signature Classification/Job classificatio classification/Job classification/Job clas	my position. Incation. I ce responsibilit it the position possibilit the position possible. d Title of Imm ERLAND Grading Cert as required by the Civil Ser nsistently with Title of Official DOWNI cation	ertily that this is an les of this position is necessary to carry this certification is mediate Supervisor BoilerPl BoilerPl Itteation. I certify to Title 5, U. S. Code, ryclee Commission or, the most applicable at Taking Action NG, Acti Supt.	that this pool in conformation in conformation in conformation in published	Tatement of the anizational rela- nment functions the knowledge GenFore Date 1//-5-80 sition has been ance with stand- ished standards standards.	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980 FLSA, is available	and Title of and Title of LSTON Used in Class Exempt Nonexe Status tor Employe in the per	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Mair Ma	ts, and the statut statut supervision tend ong Position ong Position dards, a e. The c cy or the	hat faise of es or the sor or Man <u>NCE M</u> ON CFI SPC BOC Und inform civil Servi and compjor the Com	ager (optimination of the international of the inte	ding statements nenting regula- onal) er Date ////////////////////////////////////	 30
responsibilities of a Supervisory Certification tionships, and that for which are re- Typed Name and Signature Classification/Job classification/J	my position. Incation. I cer responsible. Ind Title of Imm ERLAND Grading Cert as required by othe Civil Set nsistently with Title of Officia DOWNI cation	ertify that this is an les of this position is necessary to carry This certification is mediate Supervisor BoilerPl March Hitestion. I certify to Title 5. U. S. Code. Vice Commission or, the most applicable at Taking Action NG, Acti Supt.	accurate s and its orga y out Govern made with tOper(that this poo in conformat in conformat e published	CenFore Date 111-5-80 sition has been ance with standards standards.	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980 FLSA, is available	and Title of intute violat and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per d corrected sification/jo ailable from	is to be used public func- tions of suc f Higher-Leve Mair Julying/Gradii t empt * Coro the personnel by the agen the personnel	ng Position ng Pos	hat faise of es or the sor or Man <u>NCE M</u> ON CFI SPC BOC Und inform civil Servi and compjor the Com	ager (optimination of the intervention of the	ting statements nenting regula- onal) er Date 11/6/6	 30
responsibilities of Supervisory Certifi major duties and tionships, and tha for which I am re Typed Name and Signature L. SOUTH Signature Classification/Job classified/graded ards published by apply directly, con Typed Name and T OLIVE S. Classified/graded CLIVE S. Classified/graded Signature 23. Position Review a. Employee (optional) b. Supervisor	my position.	ertify that this is an les of this position is necessary to carry This certification is mediate Supervisor BoilerPl Mitcation. I certify to Title 5, U. S. Code, rvice Commission or, the most applicable al Taking Action NG, Acti Supt.	that this poor in conformation in conformation	Can Fore Date Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Date Date Date Date	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980 FLSA, is available	and Title of intute violat and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per d corrected sification/jo ailable from	is to be used public func- tions of suc f Higher-Leve Mair Julying/Gradii t empt * Coro the personnel by the agen the personnel	ng Position ng Pos	hat faise of es or the sor or Man <u>NCE M</u> ON CFI SPC BOC Und inform civil Servi and compjor the Com	ager (optimination of the intervention of the	ting statements nenting regula- onal) er Date 11/6/6	 30
responsibilities of Supervisory Certifi major duties and tionships, and tha for which I am re Typed Name and Signature L. SOUTH Signature Classification/Job classified/graded ards published by apply directly, con Typed Name and T OLIVE S. Classified/graded CLIVE S. Classified/graded Signature 23. Position Review a. Employee (optional) b. Supervisor	my position.	ertify that this is an les of this position is necessary to carry This certification is mediate Supervisor BoilerPl Mitcation. I certify to Title 5, U. S. Code, rvice Commission or, the most applicable al Taking Action NG, Acti Supt.	that this poor in conformation in conformation	Can Fore Date Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Date Date Date Date	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980FLSA, is available	and Title of and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per d corrected silicable from Date	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair	ng Position ng Pos	hat faise of es or the sor or Man NCE M CFI SPC BOC Und inform rlassification Civil Servi and complo or the Con	ager (optimilianager (optimili	ding statements nenting regula- onal) er Date ////////////////////////////////////	 30
responsibilities of Supervisory Certifi major duties and tionships, and tha for which I am re Typed Name and Signature L. SOUTH Signature Classification/Job classified/graded ards published by apply directly, con Typed Name and T OLIVE S. Classified/graded CLIVE S. Classified/graded Signature 23. Position Review a. Employee (optional) b. Supervisor	my position.	ertify that this is an les of this position is necessary to carry This certification is mediate Supervisor BoilerPl March Hitestion. I certify to Title 5. U. S. Code. Vice Commission or, the most applicable at Taking Action NG, Acti Supt.	that this poor in conformation in conformation	Can Fore Date Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Date Date Date Date	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980 FLSA, is available	and Title of and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per d corrected silicable from Date	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair	ng Position ng Pos	hat faise of es or the sor or Man NCE M CFI SPC BOC Und inform rlassification Civil Servi and complo or the Con	ager (optimised)	ding statements nenting regula- onal) er Date 11/6/6 heir application position may be ission. Informa exemption from Date	
responsibilities of Supervisory Certifi major duties and tionships, and tha for which I am re Typed Name and Signature L. SOUTH Signature Classification/Job classified/graded ards published by apply directly, con Typed Name and T OLIVE S. Classified/graded CLIVE S. Classified/graded Signature 23. Position Review a. Employee (optional) b. Supervisor	my position.	ertify that this is an les of this position is necessary to carry This certification is mediate Supervisor BoilerPl Mitcation. I certify to Title 5, U. S. Code, rvice Commission or, the most applicable al Taking Action NG, Acti Supt.	that this poor in conformation in conformation	Can Fore Date Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Date Date Date Date	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980FLSA, is available	and Title of and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per d corrected silicable from Date	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair	ng Position ng Pos	hat faise of es or the sor or Man NCE M CFI SPC BOC Und inform rlassification Civil Servi and complo or the Con	ager (optimised)	ding statements nenting regula- onal) er Date ////////////////////////////////////	
responsibilities of Supervisory Certifi major duties and tha for which I am re Typed Name and Signature L. SOUTH Classification/Job classified/graded ards published by apply directly. con Typed Name and T OLIVE S. Classified/graded CLIVE S. Classified/graded Signature 23. Position Review a. Employee (optional) b. Supervisor	my position. Incation. 1 cer responsibilit. In the position isponsible. In Title of Imm ERLAND Grading Cert as required by the Civil Set nsistently with Title of Official DOWNI cation Initials Initials CNAVII CONAVII Conact	ertily that this is an is necessary to carry this certification is mediate Supervisor BoilerPl Man D internation I certify to ritle 5, U. S. Code, rocke Commission or the most applicable at Taking Action NG, Acti Supt. Data UN: MACTI Supt. UN: MACTI Supt. Data Data Data Data Data Data Data Da	ng linitials baccurate s and its organism is organism toper(that this poor in conforma- in conforma- published .ng linitials bad c. 7.4: closse 12/71	Can Fore Date Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Can Fore Date Date Date Date Date	that this in ment and may consi- tions. b. Typed Name B. W. El Signature 22. Standards U FLSA : Unit S Information are available reviewed an tion on clas 1980FLSA, is available	and Title of and Title of LSTON Deed in Class Exempt Nonexe Status tor Employe in the per d corrected silicable from Date	is to be used to public func- tions of suc- thigher-Leve Mair Mair Mair Mair Mair Mair Mair Mair	ng Position ng Pos	hat faise of es or the sor or Man NCE M CFI SPC BOC Und inform rlassification Civil Servi and complo or the Con	ager (optimised) ager (optimised) ana ger (optimised) ation on to on of the ice Commission. Initials (ding statements nenting regula- onal) er Date 11/6/6 heir application position may be ission. Informa exemption from Date	

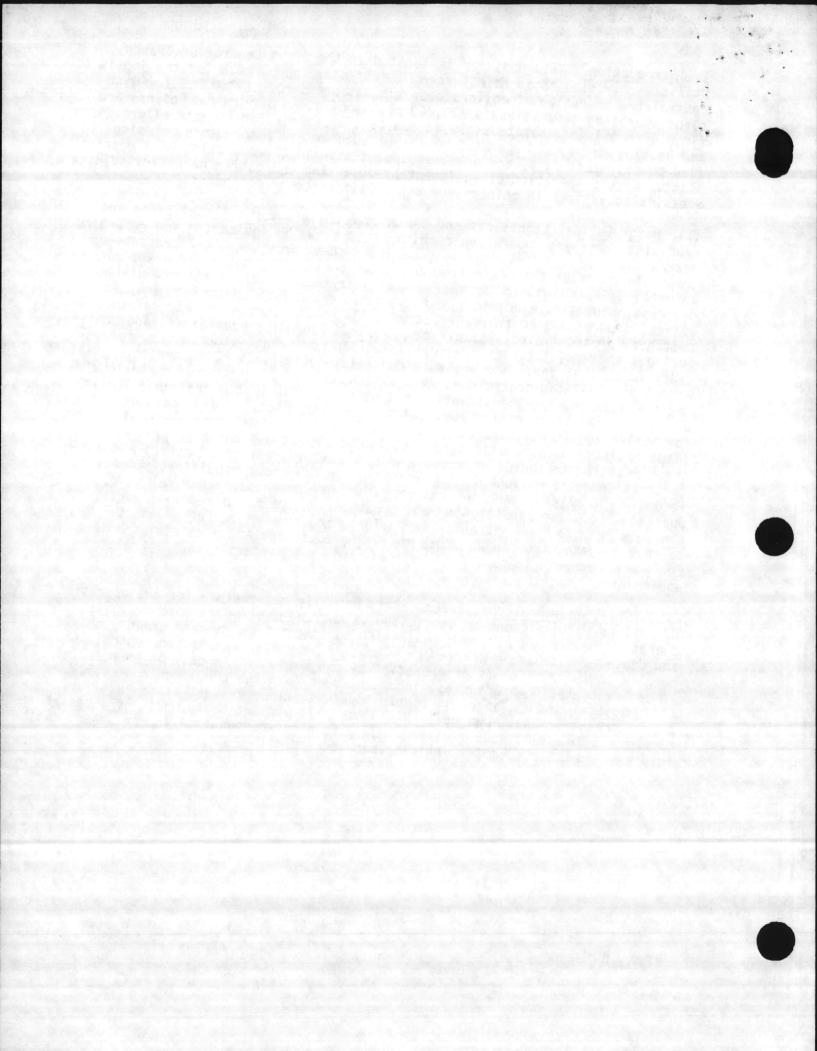
.



1. Introduction. This position is located in the Steam Generation Branch, Utilities Division, Base Maintenance Department. The purpose for the job is to control the operation of boilers operating at pressures of 150 P.S.I., with plant operating capacities to 120,000 pounds of steam per hour. Boilers are fired with oil to generate steam at constant pressures for industrial processes fired pumps, draft fans, and other equipment used in the operation of a heating plant. Checks operation of equipment by observing and making necessary adjustments, also assists in maintenance and repair on above equipment.

Major Duties. Lights off and shuts down boilers for safe and efficient operation. Analyzes operation conditions as shown by indicating and recording meters and gauges affected by load changes, steam pressures, oil pressure and temperatures, fuel flow, air flow and other controls. Checks and makes minor adjustments to equipment for safe and efficient operation, including alarm devices, automatic, electrical and pneumatic combustion controls, magnetic valves, programming controls, firetron cells, smoke indicator, air safety switches, protective relays, air compressors, feedwater deareators, and heaters, fuel oil heaters, internal chemical injection equipment, stop valves, forced draft fans, fuel and steam pressure controls, relief valves, feedwater regulators and pumps. All the controls operate in conjunction with the other and require the operator to make adjustments for a safe and efficient operation. The incumbent checks plant efficiency, maintains operational log and computes data for boiler log sheets, inspects safety valves and automatic safety devices for flame extinction, automatic ignition, low water cut off and high pressure cut Must locate source of trouble when visual inspection of meters and other controls indicate malfunctioning equipment or dangerous conditions. Analyzes feedwater in make-up tank and boiler water, using standard chemical test. Operates feedwater conditioning and treatment equipment to remove impurities, controls chemical concentration in boilers, and removes entrapped gases. Must be able to make minor adjustments to firing equipment and also assist Boiler Equipment Mechanic in repair of boilers, boiler auxiliaries and all related equipment.

III. Skill and Knowledge. Incumbent is normally responsible for the operation of boilers and equipment on designated watch, and must be able to evaluate operating conditions of steam generating equipment from gauges, graphs, charts, operating conditions of steam generating equipment from gauges, graphs, charts, and dials. Must have a working knowledge in pneumatic combustion controls and be able to solve problems of operation by own methods. In case of emergencies in boiler operating procedures, incumbent must have the knowledge and skills to immediately make changes in control systems; close valves, start auxiliary pumps, change or shut down boilers and take all precautionary measures necessary to prevent damage to equipment and injury to plant personnel. The incumbent must hold a valid U.S.M.C. motor vehicle operators permit.

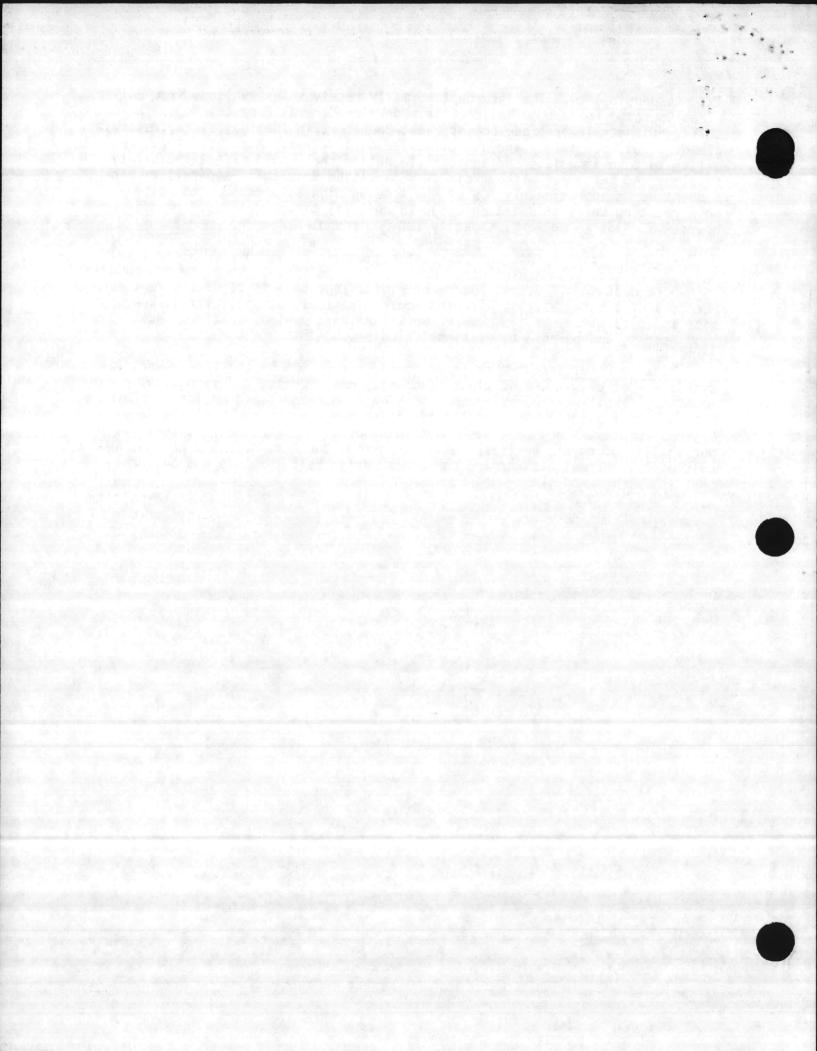


IV. <u>Responsibility</u>. The incumbent normally receives instructions from Boiler Plant Operator Foreman or Boiler Plant Operator General Foreman, depending on shift. Directs lower grade Boiler Plant Operators in fueling, firing, steaming, cleaning boilers, safety and use of boiler auxiliaries. Must assume responsibility to take immediate and appropriate action that would affect the safety of plant and personnel without direct supervision from shift supervisor. Incumbent works approximately 80% of the time on nights, weekends and holidays, on a rotating shift at Building G-650 (3 boilers) capacity 100,000 pounds per hour; A.S.-4151 (3 boilers) capacity 120,000 pounds per hour.

V. <u>Physical Effort</u>. Incumbent must have good vision to observe water level in gauge glasses from a distance. Must be physically able to carry 100 pounds for short distances. Climb ladders or rigid steps to heights of 130 feet for purposes of opening valves, cleaning tops of boilers, stoops, climbs, kneels, sits and does strenuous and awkward work for short periods of time. Must have good hearing and be able to distinguish colors.

VI. <u>Working Conditions</u>. Work is performed, inside 90% of the time. Work in excessive hot climatic conditions, excessive noise, dust, and vibrations from machinery. Will work rotating shifts, nights, weekends, and holidays. Rotates between steam plants which are located in remote areas throughout the Camp Lejeune complex. Incumbent must have means of transportation. Exposed to possibility of burns, bruises, cuts, electrical current, moisture and hot and cold pipes. Normal hazards are conveyors, drive belts, motors and boilers.

2



and the second second second second second second JOB EVALUATION STATEMENT rendering the second of the second second

and the second second

343.41年,13年9月福福紀的4

The sector of th

Introduction: This job, located in the Steam General Branch, in the less middle assess Utilities Division, Base Maintenance, is responsible for the operation of one or more high pressure boilers requiring continuous attention. The primary assignment of employees covered by this description is the operation of boilers at the Marine Corps Air Station (Helicopter) and Camp Geiger Plants. These two plants have generating capacity of 120,000 pounds per hour.

JD# うう 4 Dec 1980

at anti-representation

metriourion: (a) Climbin.

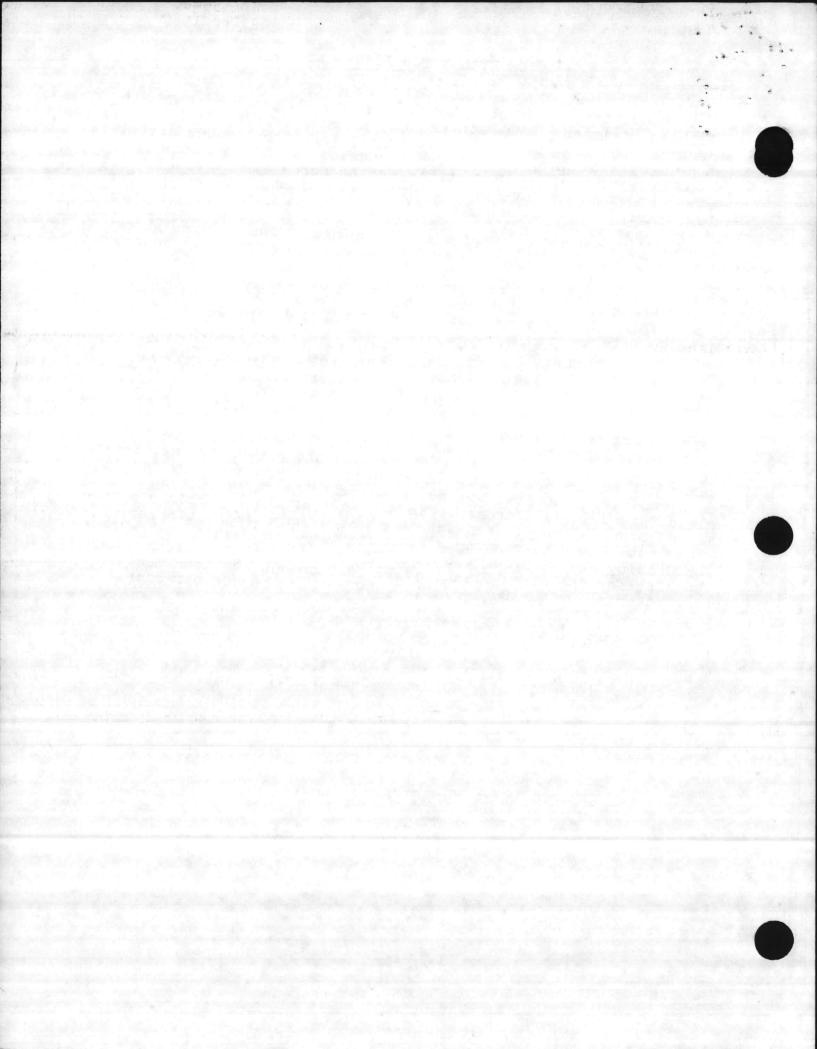
- 48 Jung &

II. Series and Title: Firing or operation of one or more automatic or hand-fired, high or low pressure boilers to produce steam or hot water to provide heat for buildings and for use of the operations of institutional facilities and equipment is covered by the Boiler Plant Operator Series, WG-5402. The authorized title for jobs in plants requiring continuous operator attention is Boiler Plant Operator.

The job description indicates that employees covered by this job description will operate boiler plants with a generation capacity from 120,000 pounds per hour , the primary assignment being at Camp Geiger and MCAS(H) Plants. For a portion of the time some of the employees will operate plants of less than 100,000 generating capacity. The employees covered by this JD are highly skilled and perform all plant operations and preventive maintenance tasks without reference to a supervisor. Though a supervisor is on board during each shift, he is normally not available in the plant for advice and/or assistance. Most of the supervisor's time is spent travelling from plant to plant or troubleshooting at a plant not requiring continous attention. By reference to the Job Grading Standard for the WG-5402 Series, the generating capacity for the cited Plants of 120,000 pounds per hour meets the criteria for WG-10, i.e., 100,000 or more pounds per hour.

IV. Classification: Boiler Plant Operator, WG-5402-10.

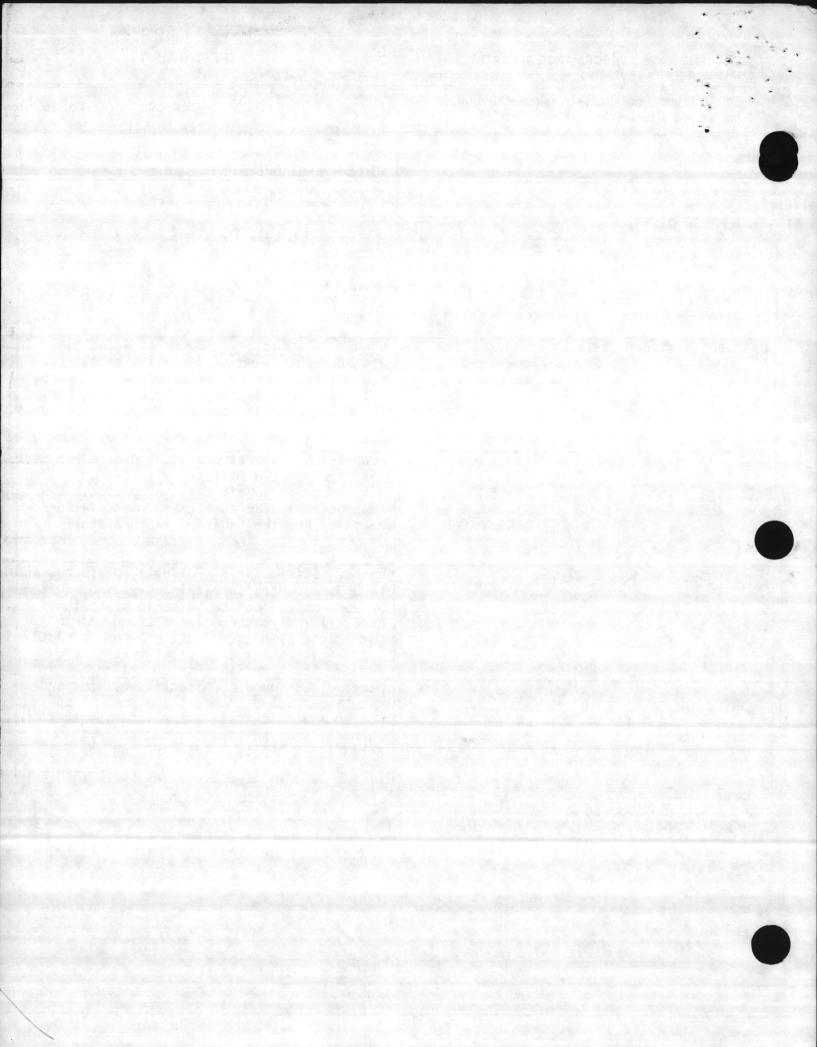
Down DURREL T. BROWN



ST.	. Read special instructions before completing this form. 2. Remuve instruction sheet before distribution.	D 5580 Distribution: (a) Civilian Person $\frac{1}{16} - 5402 - 10$
MP	NAME (last, first, middle initial)	OFFICIAL POSITION TITLE
		BOILER PLANT OPERATOR
TILI	ITIES BEANCH MAINTENANCE DIVISION	DUTY STATION AND ADDRESS
EN	COLUMN A	COLUMN B
NUMBER	PERFORMANCE ELEMENT (List performance elements below. Designate critical elements by entering "C" in the bracket below element no.)	PERFORMANCE STANDARDS (Indicate level, i.e., marginal, highly satisfactory, etc.)
ູ້ເງ	Operates assigned steam generating plant.	Highly Satisfactory: Operates steam plant in a manner that insures operating procedures meet designed plant efficiency with 2-3 oper- ational discrepancies during a rating period. Exceptions are granted for equipment failures that are not the fault of the operator. Marginal Standards: Operates steam plant in a
		manner that insures operating procedures meet designed plant efficiency with 6-7 operational discrepancies during a rating period. Ex- ceptions are granted for equipment failures that are not the fault of the operator.
	Performs Laboratory Analyses.	Highly Satisfactory; Collects, performs, and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Tests are run correctly and chemicals are kept within prescribed limits with 1 variance in 20 shifts.
]		Marginal Standard: Collects, performs and records assorted chemical analyses of softener boiler and condensate water insuring that chemical analyses are correct and within established limits. Test are run correctly and chemicals are kept within prescribed limits with 4 variances in 20 shifts Continue on Reverse

t he is a consider satisfy

.....



12430/9 (11-80) Back	COLUMN A		COLUMN B
N. And Statements	PERFORMANCE ELEMENT		ANCE STANDARDS
ssists in de lant operati	veloping lower grade boiler	boiler plant open cedure of fueling auxiliaries and maintaining 95-9 iciency. Marginal Standar boiler plant open cedures of fueli	ory; Directs lower grade rators in the correct pro- g, firing, steaming, use of cleaning of boielrs while 7% of designed plant eff- d: Directs lower grade rators in the correct pro- ng, firing, steaming, use cleaning of boilers while 02% of designed plant eff-
]			199 g 1. 2. 1. 74
			• : •
RIOLI	ir signature indicates that a particular step ha	TO; s been completed and unders	
ICATI-DN: You Date	ir signature indicates that a particular step ha e your signature. EMPLOYEE	s been completed and unders	tood. SUPERVISOR
R YOU YOU	e your signature.		tood.
APPRAISAL	e your signature. EMPLOYEE SIGNATURE	s been completed and unders	tood. SUPERVISOR
APPRAISAL *- STAGES	e your signature. EMPLOYEE SIGNATURE	s been completed and unders	tood. SUPERVISOR
APPRAISAL	e your signature. EMPLOYEE SIGNATURE	s been completed and unders	tood. SUPERVISOR
APPRAISAL 	e your signature. EMPLOYEE SIGNATURF	s been completed and unders	tood. SUPERVISOR
APPRAISAL 	e your signature. EMPLOYEE SIGNATURF	s been completed and unders	tood. SUPERVISOR SIGNATURE
APPRAISAL 	e your signature. EMPLOYEE SIGNATURF	s been completed and unders	tood. SUPERVISOR SIGNATURE

