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PROFESSIONAL GUIDELINES CRITERIA

a. Technical Capacity

- GS-11 - Capable of undertaking an assigned problem with day to day guidance.
- GS-12 - Assigned or self-conceived problems with weekly review.
- GS-13 - Assigned or self-conceived problems or tasks with program guidance and review.
- GS-14 - As 13 but more versatility with interdisciplinary capability permitting systems involvement.
- GS-15 - National authority. Recognized by, and known to, the appropriate scientific/technical fraternity for his accomplishments thereby justifying senior status. Program guidance only.

b. Judgment

- GS-11 - Represents his Office at working group levels limited to information exchanges.
- GS-12 - 11 plus.
- GS-13 - Relates work to objective goals of a broad character, participating as an Office representative on technical committees.
- GS-14 - Represents his Office as a technical authority on interagency committees.
- GS-15 - Represents his Agency in technical matters involving policies, missions and actions of National significance.

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c. Management

- GS-11 - Generally operates as a Junior Scientist with advisory rather than action authority in handling fiscal and human resources.
- GS-12 - May carry some supervisory duties and direct responsibility for the utilization of allocated fiscal resources.
- GS-13 - Assigns human and fiscal resources to various aspects of a complex problem or field.
- GS-14 - Obtains and allocates resources and supervises staff toward the accomplishment of major, approved projects.
- GS-15 - Establishes projects; obtains and allocates human and fiscal resources to a multiplicity of activities being governed by program guidance and ceiling limitations.

d. Self-Sufficiency

- GS-11 - Limited knowledge of prior art, industrial potential, government activities, and in-house support function.
- GS-12 - 11 plus.
- GS-13 - Experience and maturity provides a basis for significant, independent action.
- GS-14 - Knows prior art, key personages in industry, academic and government areas and available in-house support. Is highly self-sufficient needing consultative help rather than guidance.
- GS-15 - As 14, but a greater depth of knowledge and more appreciation for the proper utilization of all resources including delegation of all duties possible along with the necessary authority for action.

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e. Communications Skills

- GS-11 - Capable of good written and oral expression within context of assigned tasks clearly emphasizing points of major significance.
- GS-12 - Consistently provides advanced quality in his writing and in professional discussions.
- GS-13 - Provides clarity and good style in oral and written work which is accepted as authoritative treatment and which incorporates proper organizational and program perspectives.
- GS-14 - Adept at concisely and clearly expressing himself on all matters of significance to his job performance and in giving well-organized major briefings and technical presentations.
- GS-15 - Experienced in planning and executing major program briefings at highest levels, in independently writing major authoritative papers relating to his professional specialties, and correctly reflecting in both pertinent organizational policies.