

JOB FAMILY STANDARDS — MAPPING STRUCTURE & CONTENT

	General Schedule	Occupational Group	1-grade/2-grade	JOB FAMILY	Series Clusters	Occupational Series	Specialty Clusters	Parentetical Specialty
FRONT MATTER								
Introduction	●	●	●	●				
Coverage						●		
Modifications/Cancellations		◐	◐			●		
GENERAL SERIES, TITLING, & OCCUPATIONAL GUIDANCE								
General Titling Provisions	●							
Occupational Series Information (provided for each series in the job family)								
Link to Qualifications						●		
Definition						●		
Titling						●		
Parentetical Specialties								●
Organizational Titles	●							
Occupational Information				◐		●	◐	●
Distinguishing Between Kinds of Work	●		●	◐				
Impact of Automation	●			●				
Crosswalk to the SOC	●					●		●
EXCLUSIONS	◐	◐	◐	●		●		
HOW TO USE THIS STANDARD								
Position Evaluation Summary	●							
FACTOR LEVEL DESCRIPTIONS								
Factor 1 – Knowledge Required by the Position				◐	●	◐	●	●
Factor 2 – Supervisory Controls	●		●	◐				
Factor 3 – Guidelines	●		●	●				
Factor 4 – Complexity				●	●	◐	●	◐
Factor 5 – Scope & Effect				●	●	◐	●	◐
Factor 6 – Personal Contacts	●		●	◐				
Factor 7 – Purpose of Contacts	●		●	◐				
Factor 8 – Physical Demands	●	◐						
Factor 9 – Work Environment	●	◐						
GRADE CONVERSION TABLE	●		●	●				
ILLUSTRATIONS								
Factor 1						●		●
Factor 4						●		●
Factor 5						●		●
GLOSSARY (as appropriate)								
HISTORICAL RECORD & EXPLANATORY MATERIAL								
Key Dates & Milestones				●				
Defining Study (Family) Coverage				●				
Table of Changes (as appropriate)				●	●	●	●	●
JFS – General Issues	●	◐	◐	◐				
JFS – Specific Issues		◐	◐	●	●	●	●	●

Key: ● = Information at this hierarchical level has a significant presence or influence at this location in the JFS.
 ◐ = Family/Occupation/Specialty-specific information focused at this hierarchical level may be used to “season” other information at this location in the JFS.
 📄 = This information supports determination of series, title, and grade.