



Department of Commerce Automated Classification System

**Presented by:
Edward Liverani
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**“The More Things Change,
The More They Remain
The Same”**

Alphonse Karr

Essential Features of the ACS System

- **Occupational career paths replace groups**
- **Five broad pay bands replace 15 grades**
- **DOC standards replace OPM standards**
- **Classification process is automated**
- **Supervisors are delegated classification authority**

Career Paths & Broad Pay Bands

**Scientific/
Engineering
(ZP)**

GS	1-6	7-10	11-12	13-14	15
ZP	I	II	III	IV	V

**Scientific/
Engineering
Technician
(ZT)**

GS	1-4	5-8	9-10	11-12	13
ZS	I	II	III	IV	V

Career Paths & Broad Pay Bands

**Administrative
(ZA)**

GS	1-6	7-10	11-12	13-14	15
ZA	I	II	III	IV	V

**General
Support (ZS)**

GS	1-2	3-4	5-6	7-8	9-10
ZS	I	II	III	IV	V

Career Path Positions

Scientific/ Engineering (ZP)

- **Biologist**
- **Chemist**
- **Computer Specialist**
- **Economist**
- **Engineer/Scientist**
- **Fish Administrator**
- **Mathematician**
- **Meteorologist**
- **Oceanographer**
- **Physical Scientist**
- **Statistician**

Career Path Positions

Scientific & Engineering Technician (ZT)

- Biology Technician**
- Electronics Technician**
- Engineering Technician**
- Meteorological Technician**
- Physical Science Technician**

Career Path Positions

**Administrative
(ZA)**

- Accountant
- Administrative Officer
- Budget Analyst
- Printing Manager
- Loan Specialist
- Management Analyst
- Miscellaneous Administrative
- Nurse
- Human Resources Specialist
- General Business Specialist
- Printing Manager
- Trade Specialist

Career Path Positions

General Support
ZS

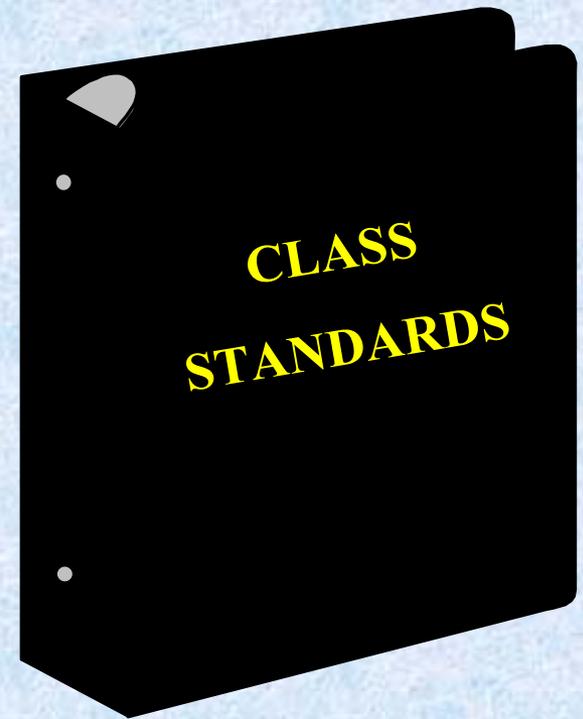
- **Accounting Technician**
- **Legal Instruments**
- **Library Technician**
- **Management Clerk/Assistant**
- **Miscellaneous Clerk/Assistant**
- **Office Automation Clerk/ Assistant**
- **Human Resources Clerk/Assistant**
- **Purchasing Agent**
- **Secretary**
- **Student Trainee**

DOC Classification Standards

Developed by Management and HR

Source documents:

- The Law**
- Classification Standards**
- Qualification Standards**
- PDs**



DOC Classification Standards

- **Each pay band of each career path has a standard**
- **Each standard consists of 2 parts:**
 - **duties and responsibilities**
 - **knowledges, skills, and abilities**

DOC Classification Standards

- **Each higher band describes a higher level of work**
- **Each higher band also describes a higher level of KSAs**
- **Both parts together define the band**
- **Each band subsumes the criteria of the lower band**

Classification Logic

- **Principle Objective**
- **Career Path**
- **Series**
- **Band**
- **Title**

Additional Information

- **Specialty descriptors**
- **Add a key phrase**
- **Is it supervisory**
- **Any specific position requirements**
- **Position sensitivity**

What Do Supervisors Think?

	<u>Demo</u>	<u>Comparison</u>
■ PD accuracy	67%	68%
■ Classification accuracy	59%	50%
■ Is PD approval adversarial?	11%	24%
■ Satisfied with the process?	54%	39%

What Do Employees Think?

	<u>Demo</u>	<u>Comparison</u>
■ PD accuracy	67%	68%
■ Classification accuracy	35%	28%
■ Satisfied with the process	40%	37%