



**DEPARTMENT OF DEFENSE  
CIVILIAN PERSONNEL MANAGEMENT  
SERVICE**

**Classification Appeal Decision**

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<b>DOD Decision:</b>	<b>Motor Vehicle Operator, WG-5703-07</b>
<b>Initial classification:</b>	Fork Lift Operator (Motor Vehicle Operator), WG-5704-06
<b>Organization:</b>	Army Depot Directorate of Maintenance Logistics Division Material Movement Branch
<b>Date:</b>	November 01, 1995

**POSITION INFORMATION**

On July 10, 1995, the Department of Defense, Civilian Personnel Management Service received a group classification appeal from four Army Fork Lift Operators. The four appellants presently occupy a job description classified as Fork Lift Operator (Motor Vehicle Operator), WG-5704-06. On May 20, 1995, management assigned the appellants to this revised PD that added motor vehicle operator duties to the position along with the requirement to obtain and possess a commercial drivers' license (CDL). The appellants believe that the additional duties and licensing requirement should result in an upgrade to their position. Accordingly, they submitted this classification appeal after a local classification review conducted by the servicing Civilian Personnel Office (CPO) resulted in no change in grade for their position. Both management and the appellants certified that the job description is a complete and accurate description of the major duties and responsibilities of the appealed position.

Prior to May 20, 1995, the appellant's official PD required only the operation of electric, diesel or gasoline powered fork lifts. However, the new PD required, in addition to the fork lift operation duties, the operation of trucks with gross vehicle weight (GVW) of between

3,000 and 10,000 pounds and the operation of a tow tractor having a GVW of 30,000 pounds. The operation of these additional vehicles also required the appellants to obtain a CDL at their own cost. According to the temporary, first-level supervisor, the appellants presently operate one of twelve vehicles at any given time during their work shift. The vehicles operated include nine (9) different powered fork lift trucks with lift capacities varying between 4,000 and 30,000 pounds, one "International" truck tractor, one "Ottawa" yard truck tractor, and one industrial, tug (tow-type, wheeled tractor). In the following evaluation, we will determine the proper occupational series and within that series, the proper grade level for this variety of vehicle operations duties.

## **REFERENCES:**

- a. OPM JGS for Motor Vehicle Operator, WG-5703, April 1991.
- b. OPM JGS for Fork Lift Operator, WG-5704, November 1968.
- c. OPM JGS for Tractor Operator, WG-5705, January 1992.

## **SERIES AND TITLE DETERMINATION**

As described above and verified by telephone audits with appellants and with the temporary first-level supervisor, the appellants still operate electric, diesel, and gasoline powered fork lifts to load, unload, stack, unstack, warehouse, and move a variety of boxes, crates, packages, pallets, and palletized materials. The revised position description now also requires the operation of trucks and an industrial tug/tow tractor. The duties that involve the operation of powered fork lifts identify with the Fork Lift Operator Occupational Series, WG-5704; the duties that involve the operation of trucks identify with the Motor Vehicle Operator Occupational Series, WG-5703; and the duties that involve the operation of the tug (tow-type tractor) identify with the Tractor Operator Occupational Series, WG-5705. This combination of Federal Wage System (FWS) work identifies the appealed position as a "mixed" position performing work in three separate FWS occupations. Explanatory guidance provided in the Introduction to the Job Grading System for Trades and Labor Occupations states that "jobs requiring the performance of work in two or more occupations (mixed jobs) are coded to the occupation which is most important for recruitment, selection, placement, promotion, or reduction in force purposes." It further states, "this is ordinarily the occupation having the highest skill and knowledge requirements." As described in the Grade-Level Determination below, the duties identified with the Motor Vehicle Operator Occupation, WG-5703, and the duties identified with the Tractor Operator Occupation, WG-5705, both allocate to the WG-07 grade level and meet these criteria. However, the duties identified with the WG-5703 series at the 7 grade level require a CDL. Candidates qualifying for this occupation at the WG-07 grade level normally can operate vehicles associated with the WG-5705 occupation at the same and lower grades while the reverse is not the case. Therefore, the WG-5703 occupational duties become the most important for recruitment, selection, placement, and promotion purposes. Consequently, we allocate this appealed position to the WG-5703 occupation.

The official prescribed title for jobs allocated to the WG-5703 Occupational Series is "Motor Vehicle Operator."

## **GRADE-LEVEL DETERMINATION**

We grade mixed grade jobs in keeping with the duties that (1) involve the highest skill and qualification requirements of the job, and (2) are regular and recurring parts of the job. To find out which work requires the highest skill and qualification requirements, we must compare each type of work performed by the appellants to the appropriate JGS. Each JGS evaluates the work through four factors: Skill and Knowledge, Responsibility, Physical Effort, and Working Conditions. The comparison to the appropriate JGS through these four grade-distinguishing factors follows.

### Comparison to the JGS for Fork Lift Operator, WG-5704

We use this standard to grade jobs that involve the operation of electric, diesel, or gasoline powered fork lift trucks to move, stack and unstack, and load and unload materials in and about warehouses, storage areas, loading docks, and on and off vehicles. The JGS describes two levels of nonsupervisory work at grades 5 and 6. We compare these two grade levels to the fork lift operations work performed by the appellants utilizing the four FWS grade-determining factors as they appear at each grade level in the WG-5704 JGS.

#### *Skill and Knowledge*

This factor covers the nature and level of skill, knowledge, and mental application required in performing the assigned duties.

The incumbents of the appealed position operate nine different powered fork lift trucks assigned to the Material Movement Branch to load, unload, stack, unstack, warehouse, and move boxes, crates, packages, pallets, and palletized materials. The fork lifts operated include one gasoline powered fork lift with a lift capacity of 4,000 pounds; two electric powered forklifts with lift capacities of 4,000 and 10,000 pounds; and six diesel powered fork lifts with lift capacities of 4,000, 6,000, 15,000 (2), 20,000, and 30,000 pounds respectively. The one 10,000 pound electric fork lift and the four largest diesel powered fork lifts all have a vertical lift range of 212 inches. The appellants operate the fork lifts indoors in open storage areas and outside over paved and rough surfaces. In order to properly operate the lifts, the appellants need a knowledge of the storage areas to be able to find and place items without detailed instructions. In addition, they must be skilled in the operation of controls for lifting, lowering and tilting the forks, and for positioning or retrieving materials from high level stacks or rack openings. The appellants also must possess skill in handling the fork lifts through narrow aisles, up and down ramps, through doorways, in congested areas; and while handling heavy loads on asphalt, concrete, or rough surfaces. Fork lift assignments depend on the availability of an operator and the type and weight of the material to be moved. Consequently, the appellants may operate any of the fork lifts listed above at any given time.

The level of skill and knowledge required to operate the four smaller fork lifts (the 4,000 and

6,000 pound capacity lifts) best compares with the WG-05 grade level where operators typically drive electric, gasoline, or diesel powered fork-lift trucks that are capable of lifting loads weighing less than 10,000 pounds as high as 168 inches. WG-05 operators normally drive these smaller lift trucks over wood, concrete, or similar type floors, through narrow aisles in storage areas, and in such confined places as railroad cars and trucks. They must be skilled in handling controls for starting, stopping, backing, and driving the lifts through narrow aisles in storage areas, up and down ramps, and in and out of railroad cars, trucks, or planes.

In contrast, the level of fork-lift operation skills and knowledges required to operate the five larger fork lifts assigned to the Material Movement Branch [10,000, 15,000, 20,000 (2), and 30,000 pound capacity] best corresponds with the WG-06 grade level as described in the WG-5704 JGS. At this level, as in the appealed position, workers operate electric, gasoline, or diesel powered fork lift trucks capable of lifting loads weighing 10,000 pounds or more higher than 168 inches. The operators at this level must be more skilled than WG-05 operators in order to operate these larger lift trucks inside or outside over rough or level surfaces and in outside storage areas over rough and sometimes muddy terrain. Since the appellants do operate these five larger fork lifts outside over rough terrain on a daily basis, they must possess these WG-06 level skills and knowledges. Accordingly, we find that the appellants possess and utilize WG-06 grade level skills and knowledges in the operation of the fork lift trucks identified in this appealed position.

### *Responsibility*

This factor covers the nature and degree of responsibility involved in performing the work.

The appellants receive oral or written work instructions outlining the duties to be performed. The supervisor observes and evaluates their performance for compliance with instructions and checks items being stored for care in handling. The supervisor also spot checks vehicles for abuse and accomplishment of preventive maintenance.

The level of responsibility described at the WG-05 and the WG-06 grade levels in the WG-5704 JGS appear basically the same, except at the WG-06 grade level the responsibility for safe handling of materials over rough terrain requires the operator to exercise greater care to make sure the load does not tip. As described above, the appellants do operate large fork lifts capable of lifting loads ranging from 10,000 to 30,000 pounds over rough surfaces. Consequently, they regularly exercise the higher level of responsibility described at the WG-06 grade level.

### *Physical Effort*

This factor covers the physical effort exerted in performing the assigned work.

The certified position description states that the incumbents of this appealed position exert moderate physical effort in reaching, bending, turning, or moving hands, arms, feet, and legs to steer and operate fork lift hand and foot controls. It also states that the vibrations of the fork lift as well the lifting and moving items weighing up to 45 pounds could contribute to possible

strains.

The physical effort described at the WG-05 and WG-06 grade levels in the WG-5704 JGS appears basically the same, except at the WG-06 grade level the operation of fork lift trucks requires greater effort to turn and maneuver the heavier vehicles over rough terrain. The rougher terrain also causes greater vibration of the lifts which requires greater physical endurance to withstand the strain. As we described above, the appellants do operate the heavier fork lifts over rough surfaces. Consequently, the appellants regularly exercise the higher level of physical effort described at the WG-06 grade level.

#### *Working Conditions*

The incumbents of the appealed position operate fork lifts inside and outside over rough and sometimes muddy terrain in all kinds of weather. This work exposes the incumbents to dust and dirt, and the possibility of injury from shifting loads, toppling stacks, and equipment accidents.

The working conditions described at WG-06 level appear the same as those described at the WG-05 level, except that at the WG-06 level, the outside work exposes the operator to all kinds of weather as well as to dust and dirt. The appellants do regularly work outside on the larger lifts. Consequently, they operate under WG-06 working conditions.

#### *Grade Conclusion*

On the basis of the above grade-level evaluation, we assign the WG-06 grade level to the fork lift operation duties performed by the appellants.

#### Comparison to the JGS for Motor Vehicle Operator, WG-5703.

This standard covers work involved in the operation of gasoline, diesel, or electric powered wheeled vehicles to haul cargo and fuel, transport passengers, or to tow or recover equipment. The JGS describes five levels of nonsupervisory work at grades 4, 5, 6, 7, and 8. We compare the grade levels specifically applicable to the Motor Vehicle Operator duties performed by the incumbents of the position in question. We utilize the four FWS grade-determining factors as they appear at each applicable grade level in the WG-5703 JGS to accomplish this comparison in the following evaluation.

#### *Skill and Knowledge*

This factor covers the nature and level of skill, knowledge, and mental application required in performing the assigned duties.

According to the Major Duties portion of the certified PD of record, the incumbents of the appealed position regularly operate trucks with a GVW ranging between 3,000 and 10,000 pounds inside buildings and within selected areas of the Depot. However, the Skill and Knowledge portion of the PD states that the appealed position requires a skill in manipulating large vehicles with heavy loads within the depot confines including a knowledge and skill to

determine the correct turning radius of flection-type vehicles under limited operating conditions. The same portion of the PD states that this position also requires a knowledge of the height, width, length, and weight of tractors in order to judge overhead and side clearances, turning radius, and braking distance. We associate this level of skill and knowledge with the operation of truck tractors pulling semi or full trailers, not with the operation of trucks with a GVW ranging between 3,000 and 10,000 pounds.

When questioned about these dichotomous statements that appear in the PD, the second level supervisor, stated that the operation of trucks with a GVW ranging from 3,000 to 10,000 pounds referred to the weights of the truck tractors assigned to the Material Movement Branch. This statement substantiated data obtained earlier in telephone audits that the appellants operated only two trucks on a regular basis, an "International" truck tractor with a gross weight rating of 24,000 pounds and an "Ottawa" yard truck tractor with a gross weight rating of 32,000 pounds. The audits also verified that the appellants regularly drove these tractors within the confines of the Depot moving vans and trailers between the Electrical Shop, the Tactical Wheeled Vehicle Shop, and the Paint and Refinishing Shop. The audits indicated that the appellants also placed vans and trailers in a storage area while awaiting an empty shop bay and that they delivered finished trailers to the Defense Logistics Agency compound on the depot. In the process of moving the trailers around the depot, the appellants coupled and uncoupled the truck tractors and trailers and connected and disconnected air brakes and electrical lines. They also maneuvered the vehicles within close tolerances when placing or moving the trailers inside and outside the shops.

In our telephone discussion, the second level supervisor explained that the Branch used the two truck tractors for approximately two hours each shift. He explained that the daily assignment of a driver to a particular vehicle (fork lift, truck tractor, or tug) on each shift depended on driver availability and Branch workload. Presently, management assigns three of the WG-5704-06 operators to the day shift and one WG-5704-06 operator to the night shift. Consequently, over a one week period the maximum driver hours available equals 120 on the day shift and 40 on the night shift. Depot work operations require the use of the truck tractors every work day and Branch drivers operate the tractors approximately four hours each day (2 hours on each shift daily and 10 hours on each shift weekly). Therefore, the day shift drivers average 8.33% of their total weekly work hours driving a truck tractor with a trailer and the night shift driver averages 25% of his total weekly work hours driving the same vehicles. Basically, this means that each driver must regularly use the skills and knowledges associated with operating a flection-type vehicle (truck tractor pulling a trailer).

The level of skill and knowledge required to operate truck tractors pulling semi or full trailers appears only at the WG-08 grade level in the WG-5703 JGS. At this level, as in the appealed position, drivers operate truck tractors with various sizes of trailers, maneuvering these vehicles within close tolerances when driving and backing over uneven ground, in narrow or congested areas, between buildings and other vehicles, and when positioning the vehicles at loading docks. Also, at this level as in the appealed position, the drivers couple and uncouple the truck tractors and trailers and connect and disconnect the air brakes and electrical lines.

On the basis of the above breakdown and analysis of all available information relating to this

appeal case, we find that the appellants regularly utilize WG-08 level skills and knowledges to operate the two truck tractors assigned to the Material Movements Branch.

### *Responsibility*

This factor covers the nature and degree of responsibility involved in performing the work.

According to information obtained from the official position description, from the telephone audits, and from discussions with the temporary supervisor, the appellants receive daily oral or written work instructions outlining the work to be accomplished. The type vehicle driven depends on the material awaiting movement and vehicle availability. The appellants operate the vehicles with considerable independence and with the responsibility for safe and efficient transport of the materials. The supervisor spot checks for work progress, vehicle abuse, and the accomplishment of preventive maintenance.

The level of responsibility described at the WG-07 and the WG-08 grade levels indicates that drivers at both levels manage their assignments with considerable independence and little supervision. However, at the WG-08 level the operation of large truck tractor and trailer combinations increases the tendency for the trailer to sway and for the driver to lose control of the vehicle which increases the operational responsibility. As described above, the appellants do regularly operate the two truck tractors to deliver trailers to different points on the depot on a daily basis. Consequently, they must exercise the increased responsibility for safe movement of the trailers. This means they regularly exercise the level of responsibility described at the WG-08 level in the WG-5703 JGS.

### *Physical Effort*

This factor covers the physical effort exerted in performing the assigned work.

According to the official position description, the drivers exercise moderate physical effort in reaching, bending, turning, or moving hands, arms, feet, and legs to steer and operate the hand and foot controls of the vehicles driven. They also must lift and move items weighing up to 45 pounds.

The level of physical effort described at the WG-07 level in the WG-5703 JGS indicates that drivers at this level exert moderate physical effort in operating, turning, backing, and controlling vehicles that carry heavy loads. In contrast, the level of physical effort described at the WG-08 level indicates that drivers at this level exert moderate to heavy physical effort in climbing on tractors to hook up service lines, lower landing gears, and climbing on trailers to load or tie down cargo. According to the telephone audits with the appellants, they accomplish the moderate physical effort described in the PD and they also regularly couple and uncouple the truck tractors and trailers they operate. In addition, they connect and disconnect attached air brakes and electrical lines. Consequently, the appellants do regularly exert the heavier physical effort described at the WG-08 grade level.

### *Working Conditions*

This factor covers the hazards, physical hardships, and working conditions which workers encounter when performing assigned work.

The Working Conditions described in the WG-5703 JGS at the WG-05, 06, 07, and 08 grade levels depict the same conditions. Therefore, this factor has no significance in determining the final grade level for the WG-5703 work in this position.

### *Grade Conclusion*

On the basis of the above grade-level evaluation, we tentatively assign the WG-08 grade level to the motor vehicle operations duties performed by the appellants. However, in addition to the conditions described above for the appealed position, drivers at the WG-08 level regularly operate tractor trailer combinations on public interstate highways, winding roads and steep grades, and manipulate the dual braking system to prevent the trailer from jackknifing. They also select the safest, most direct, and legally allowed route to be followed, and they identify alternate routes if emergency situations should arise. WG-08 drivers also exert greater responsibility because they face the operation of their tractor trailer combinations on interstate highways in all traffic conditions and on winding roads and steep grades. Therefore, the possibility for losing control of the vehicle or tipping the trailer becomes greater. However, the appellants drive only within the confines of Depot; therefore, they face uncomplicated driving conditions and normally follow the same daily route delivering the trailers to a designated location.

The WG-5703 JGS on pages 2 and 3 instructs us to use a lower grade than the one depicted in the standard when drivers do not use their vehicles on public roads (or the equivalent) and therefore do not face the more difficult driving conditions typically found outside most military installations. On the basis of this instruction, we subtract one grade from the WG-08 grade level identified in the standard for the operation of truck tractors with accompanying trailers and assign the final grade level of WG-07 to the motor vehicle operations duties accomplished by the incumbents of this appealed position.

### Comparison to the JGS for Tractor Operator, WG-5705.

This standard covers work involved in operating wheel-mounted tractors and towed or attached equipment. It describes five levels of nonsupervisory work at grades 5, 6, 7, 8, and 9. However, the JGS describes the operation of large tow-type tractors to pull large vehicles such as aircraft only at grades 6 through 9. Therefore, we compare these grade levels to the tractor operations work performed by the appellants utilizing the four FWS grade-determining factors as they appear at each applicable grade level in the WG-5705 JGS.

### *Skill and Knowledge*

The incumbents of the appealed position operate a tug (tow-type, wheeled tractor) with a fifth wheel having a GVW of 30,000 pounds to move large vans and trailers within the Depot confines. The Department of Air Force uses the same type tractor to tow large aircraft (e.g., B-52s). However, at Depot the appellants use this tractor to tow and position large vans and trailers that the truck tractors have difficulty pulling. While operating the tug, the appellants

must tow and position the vans and trailers in crowded maintenance shops and storage areas with obstacles such as work stands and other vans and trailers. According to the appellants and their temporary supervisor, the four WG-5704-06 drivers assigned to the Branch operate this 5 wheel tractor approximately once a day or 5 times a week on the day shift and approximately 3 times a week on the night shift. With most tow tractor trips averaging 2 hours each and the maximum weekly driver hours available on the day shift equaling 120, the three day shift operators average 8.3% of their total weekly work hours operating this tractor. Correspondingly, with the maximum weekly driver hours available on the night shift equaling 40, the one night shift operator averages 15% of his total weekly work hours operating the tug.

Although the appellants do not tow aircraft, they use corresponding skills and knowledges to operate the same type tow tractor with attached towbar to pull, park, and position the large vans and trailers into and out of congested maintenance and storage areas. When we compare these skills and knowledges with the tractor operator (aircraft) skills and knowledges described in the WG-5705 JGS, we find that they best compare with the skill and knowledge requirements described at the WG-07 grade level. At this level, as in the appealed position, tractor operators tow and position vehicles (aircraft) in congested maintenance and parking areas with obstacles such as workstands, ground support equipment, and other vehicles (aircraft). In addition, like the appellants, WG-07 operators use their skill and knowledge to manipulate the tractor steering in such a manner as to maneuver the towed vehicles (aircraft) among obstacles and back the vehicles into position between other vehicles in maintenance or storage areas.

The level of skill and knowledge used by the appellants clearly exceeds the WG-06 level in the WG-5705 JGS because operators at that level only tow vehicles (aircraft) in open uncongested areas. However, this level of skill and knowledge does not meet the WG-08 level because at that level operators must have in addition to the skills and knowledges described at the WG-07 level, a knowledge of airfield procedures to move aircraft across active runways, and a skill in manipulating tractor controls when making difficult clearance judgments for large aircraft because they cannot see distant wing and tail sections. The vans and trailers towed by the appellants do not require this level of skill and knowledge.

On the basis of the above breakdown and analysis of all available information relating to this appeal case, we find that the appellants regularly utilize WG-07 level skills and knowledges to operate the one tug (tow-type tractor) assigned to the Material Movements Branch.

### *Responsibility*

This factor covers the nature and degree of responsibility involved in performing the work.

As described in the two preceding JGS evaluations, the appellants receive oral or written instructions outlining the work to be accomplished. If assigned to operate the tug (tow-type tractor), they proceed to tow the designated van or trailer to its destination with considerable independence and with the responsibility for the safe towing and positioning of the vehicle. The supervisor spot checks for work progress, vehicle abuse, and the accomplishment of preventive maintenance.

This level of responsibility clearly meets the WG-06 level as described in the WG-5705 JGS. At this level, tractor operators involved in vehicle (aircraft) towing receive oral and written instructions from a supervisor or higher grade worker on where to move the vehicle (aircraft), but after receiving the instructions, they have the responsibility for the safe towing and positioning of the vehicle. The supervisor checks the work for compliance with established practices or specific instructions.

Like tractor operators (aircraft) at the WG-06 level, grade 7 operators receive oral or written instructions from a supervisor or higher grade worker on where to move the vehicle (aircraft) and they then have the responsibility for the safe towing and positioning of the vehicle. Also, like WG-06 operators, the supervisor checks the work of grade 7 operators for compliance with established practices or specific instructions. However, WG-07 operators exercise greater care in moving vehicles (aircraft) in crowded hangers due to the close proximity of other vehicles and equipment. The appellants in this case do move the assigned vans and trailers in crowded maintenance and storage areas where they must exercise care in order to not damage the equipment. Consequently, the level of responsibility they exercise exceeds the WG-06 level and best compares with the WG-07 grade level.

The level of responsibility exercised by the appellants does not meet the WG-08 level. Like WG-06 and 07 operators, tractor operators (aircraft) at the WG-08 grade level receive initial work assignments from the supervisor or a higher grade worker. However, at the grade 8 level, they become totally responsible for moving large vehicles (aircraft) on or across active runways obtaining clearance and directions from the control tower. They determine the best path to take, moving the vehicle and positioning it in a secure location. At the WG-08 level, the operators must also make critical judgments on appropriate towbars, clearance, heights, turning radiuses, reverse steering, speeds, and stopping distances due to the large size of the vehicles towed. At this level, the supervisor reviews the work only for compliance with the exact positioning of the vehicle (aircraft) in a repair area.

### *Physical Effort*

This factor covers the physical effort exerted in performing the assigned work.

As described in the two preceding JGS evaluations, the appellants exercise moderate physical effort in reaching, bending, turning or moving hands, arms, feet, and legs to steer and operate the hand and foot controls of the vehicles driven. They also must lift and move items weighing up to 45 pounds.

In the WG-5705 JGS, the level of physical effort described at the WG-06 level indicates that tractor operators (aircraft) exert light to moderate physical effort while operating tractors, attaching and disconnecting towbars, and securing vehicles (aircraft) in a parked position. This type work requires frequent stooping, bending, reaching, and climbing on and under the vehicles. In contrast, the JGS indicates that WG-07 tractor operators exert more effort in maneuvering vehicles in heavily congested areas. According to telephone audits with the appellants and their temporary first-level supervisor, the appellants do maneuver their towed vehicles in congested and tight parking areas when they deliver them to designated maintenance or storage areas. Consequently, the appellants do exert the greater physical effort

described at the WG-07 level. The level of physical effort exerted by the appellants does not meet the WG-08 level because operators at that level exert more effort in manipulation of tractor controls in maneuvering larger vehicles (aircraft) and in standing for long periods of time when functioning as nose walkers for these larger vehicles.

#### *Working Conditions*

This factor covers the hazards, physical hardships, and working conditions which workers encounter when performing assigned work.

The working conditions described in the WG-5705 JGS for tractor operators (aircraft) depict essentially the same conditions for all grade levels. Therefore, this factor has no significance in determining the final grade level for the WG-5705 work in this position.

#### *Grade Conclusion*

On the basis of the above grade-level evaluation, we assign the WG-07 grade level to the tractor operation duties performed by the appellants.

### **DECISION**

The position occupied by the four appellants involves work in three different occupations at different grade levels. In accordance with the explanatory guidance provided in the Introduction to the Job Grading System for Trades and Labor Occupations, "a mixed job involving performance on a regular and recurring basis of duties in two or more occupations at different grade levels should be graded in keeping with the duties that involve the highest skill and qualification requirements of the job." For this appealed position, the three day-shift appellant operators spend approximately 16.7% of their weekly work time performing WG-07 grade level work in two different occupations, and the one night shift appellant spends approximately 40% of his weekly work time performing at this same level in the same occupations. The "Introduction" does not provide specific percentage-of-time requirements for those duties that equate to the higher grade level. However, in this case, the appellants clearly perform the higher grade duties for a significant portion of their work time on a daily and weekly basis. Therefore, we find WG-07 to be the correct grade level for this position.

As we discussed under the Title and Series Determination portion of this evaluation, the Introduction to the Job Grading System for Trades and Labor Occupations specifies that "jobs requiring the performance of work in two or more occupations (mixed jobs) are coded to the occupation which is most important for recruitment, selection, placement, promotion, or reduction in force purposes, and that this is ordinarily the occupation having the highest skill and knowledge requirements." We determined in this portion of the evaluation that the WG-5703 occupation best met these criteria. Therefore, we found that the correct classification for this appealed position is Motor Vehicle Operator, WG-5703-07.