

Position Category Codes

An ARS system of administrative designations for groups of positions having generally similar characteristics, primarily for personnel and budgetary tracking purposes. Category has no legal or administrative significance outside of ARS. Some positions may perform duties from more than one category. ARS categories established for all positions are as follows:

- ◆ **Category 1 (Research Scientist).** Permanent positions in which the highest level of work, for a major portion of time, involves personal conduct or conduct and leadership of theoretical and experimental investigations primarily of a basic or applied nature such as: determining the nature, magnitude, and interrelationships of physical, biological, and psychological phenomena and processes; creating or developing principles, criteria, methods, and a body of knowledge generally applicable for use by others. Such positions meet all or most of the criteria enumerated in the RGEN. Category 1 positions are SY positions.
- ◆ **Category 2 (Nonpermanent Research/Service Scientist).** Professional scientific positions which are established on a nonpermanent basis, are filled through temporary or term appointments, and entail research and/or service science work. Examples are Research Associate, Research Affiliate, Visiting Scientist, and individuals reemployed in ARS after having retired from Category 1 or Category 4 positions. *(Except those appointed as Collaborators -- see Code 0.)*
- ◆ **Category 3 (Support Scientist).** Professional scientist positions which function to provide direct support or service to one or more Category 1 or 4 positions. The work of such positions is characterized by responsible involvement in one or more, but not all, phases of research (particularly not the problem selection and definition phases); responsible participation in analysis and preliminary interpretation of data (but not including responsibility for final interpretation and conclusion which relate the results to the field of research involved). Examples include but are not limited to: (1) conducting literature searches; (2) selecting procedures and conducting experiments; (3) collecting and analyzing data or specimens; or (4) preparing technical reports.
- ◆ **Category 4 (Service Scientist).** Permanent positions whose incumbents either primarily or exclusively serve as project or program leaders over or personally perform, work assigned to ARS involving professional scientific services to the public or other governmental agencies, such as: identification of animals, plants, or insects; diagnosis of diseases; mass production of plants, animals, or insects, collection, introduction, and maintenance of germplasm or specimens; vaccine production; education, extension, or technology transfer activities; or nutrient data and food intake surveys. Category 4 positions are SY positions.
- ◆ **Category 5 (Technician/Aid/Assistant (Non-engineering and Non-scientific)).** Includes all technicians, aids, and assistants in non-engineering and non-scientific single-interval occupational series (except those within the GS-0300 Group). Examples include: Safety Technician, Personnel Assistant, Accounting Technician, Purchasing Agent, Procurement Assistant, Library Technician, Supply Clerk, Personnel Clerk, Photographer, Guard, Firefighter.

Position Category Codes Continued

- ◆ **Category 6 (Specialist).** "Specialist" positions which perform scientific program management, administration and/or analytical duties and therefore require professional education and training. Examples are: Area Director, Center Director, Agricultural Administrator, National Program Leader, Human Resources Specialist, Information Technology Specialist, Administrative Officer, Budget Officer, and Librarian.
- ◆ **Category 7 (Technician/Aid/Assistant positions (Engineering and Scientific Support)).** Identify technician, aid, and assistant positions in one-grade interval series within the GS-400, 600, 700, 800, 1300, and/or 1500 groups. Examples include: Biological Science Technician/Aid, Electronics Technician, Hydrologic Technician, Statistical Assistant/Clerk, Physical Science Technician.
- ◆ **Category 8 (Trade and Craft Occupations).** Positions having trade or craft knowledge as the paramount qualifications requirement. Examples: Boiler Plant Operator Foreman, Animal Caretaker Leader, Laborer, Farmer, Tractor Operator.
- ◆ **Category 9 (Administrative Support Occupations (Clerical/Secretarial/Other)).** General occupations involved in structured work in support of office operations within one-grade interval series in the GS-300 occupational group. Examples: Secretary, Office Automation Clerk/Assistant, Computer Operator, Administrative Technician/Clerk, Management Assistant/Clerk.
- ◆ **Category 0 (Zero).** Includes all positions that do not fit any of the above codes, including all positions incumbered by students. Examples: Student Trainees (STEP, SCEP); Expert and Consultant positions; Collaborators; and Volunteers.
- ◆ **Category G (Intergovernmental Personnel Act (IPA)).** Employees serving a temporary assignment between ARS and States, local governments, institutions of higher education, Indian Tribal governments, or other organizations under Title IV of the Intergovernmental Personnel Act of 1978 (PL 95-454).