

FACTOR EVALUATION SYSTEM
POSITION EVALUATION STATEMENT

Title, Series, and Grade _____, _____, _____

Organization _____ Position # _____

Evaluation Factors	Points Assigned	Standard Used (Bmk#,FL#,etc.)	Comments
1. Knowledge Required By the Position			
2. Supervisory Controls			
3. Guidelines			
4. Complexity			
5. Scope and Effect			
6. Personal Contacts			
7. Purpose of Contacts			
8. Physical Demands			
9. Work Environment			

S U M M A R Y	TOTAL POINTS	
	GRADE CONVERSION	

REMARKS: (As appropriate, desk audit findings or other considerations not previously documented which affect final grade. See attached)

Personnel Management Specialist

Standards Used:

Date: _____
